''IWANIS INTERNATIONAL
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May 30, 1989

TO: Recipients of the Minutes of the May 3-7, 1989 Meeting of the Board of Trustees

Attached are the proposed minutes of the Kiwanis International Board of Trustees Meeting held May 3-7, 1989.

At the May meeting of the Board of Trustees, the following resolution was passed:

> **RESOLVED, That a disclaimer be included with all minutes of the meetings of the Board of Trustees, beginning with the May 3-7, 1989, Meeting of the Board of Trustees as follows:**
>
> > **Attached are the proposed minutes of the meeting of the Kiwanis International Board of Trustees. The minutes of the meeting will become "official" when approved by the Board of Trustees at its next scheduled meeting.**

The attached minutes of the May 3-7, 1989, will become "official" when approved by the Kiwanis International Board of Trustees at its next meeting scheduled for June 20-23 and June 29, 1989, in Orlando, Florida.

Sincerely,

Kevin W. Krepinevich
International Secretary

KWK/pn

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OF THE MEETING OF

KIWANIS INTERNATIONAL BOARD OF TRUSTEES

May 3-7, 1989

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MINUTES

OF THE MEETING OF

THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES

MAY 3-7, 1989

A meeting of the Board of Trustees of Kiwanis International was held at the International Office in Indianapolis, Indiana, May 3-7, 1989. Those present: Gene R. Overholt, President; Noris A. Lusche, President-elect; Anton J. Kaiser, Immediate Past President; John D. Morton, Sr. and Robert A. Wagner, Vice-Presidents; W. J. "Wil" Blechman, M.D., Treasurer; Kevin W. Krepinevich, Secretary; A. S. "Buddy" Ammar, Andrew Batsis, D.M.D., C. A. Dillon, Jr., W. Donald Goodfellow, Q.C., William L. Lieber, Robert L. McCurley, Jr., Don Miles, J.D., Ian Perdriau, Eyjolfur "Eddie" Sigurdsson, Kenneth W. Smith, D.C., Arthur D. Swanberg, Robert E. Wales, Trustees.

Also present were: Donald R. Collins, Assistant Secretary for Finance and Management Information Services; Larry J. Horney, Assistant Secretary for Communications; John E. Merski, Jr., Assistant Secretary for Human Resources; W. Thomas Nelson, Jr., Assistant Secretary for Membership; A. G. Terry Shaffer, Assistant to the International Secretary; James P. Tinsley, Jr., Assistant Secretary for Sponsored Programs.

The meeting was called to order by President Gene R. Overholt on Wednesday, May 3, 1989, at 8:30 a.m. The invocation was given by President-elect Lusche.

RESOLUTIONS COMMITTEE

The Report of the International Committee on Resolutions was presented by Chairman Paul E. Tomshany. (See "Exhibit 1.") He reported that the Committee had adopted the following introduction:

INTRODUCTION

INTRODUCTION

From the very beginnings of Kiwanis conventions, resolutions have been used to express the "thinking . . . of the Kiwanis membership." The spirit of resolutions previously adopted continue in effect to the extent that they are applicable. The process provides an orderly method for clubs to bring "timely and critical issues to the delegate body." The subjects covered by resolutions over the years have been wide and varied.

For example, as we consider the 75th Anniversary of the birth of Kiwanis, it is interesting to look back to a resolution adopted by the 1922 convention, which said in part:

Anniversary Week

In view of the success which crowned the efforts in 1922 and the great good which may be accomplished by holding a meeting early in the administration of new local club officers, in which attention is specifically called to the ideals, aims, and purposes of Kiwanis, the committee recommends that Anniversary Week be made an annual event, and that the week in which January 21st occurs each year be designated as Anniversary Week to be celebrated appropriately throughout the entire organization.

One of the resolutions we will consider today deals with the special celebration activities associated with the 75th Anniversary. Other resolutions deal with major areas of concern to Kiwanis members and clubs as we seek to respond to the needs of our worldwide "community."

The thanks and appreciation of the Committee is extended to all those who have submitted resolutions for consideration, and others are encouraged to become involved in making recommendations for future consideration by Kiwanis International.

Chairman Tomshany reported that the Committee had adopted the following preamble:

PREAMBLE

PREAMBLE

Kiwanis brings together people from around the world who are all united in one common purpose of service when we demonstrate our concern for children throughout the world. It makes no

difference which part of the world we live in . . . because we live in it together! The resolutions presented here carry on with the tradition of service set forth in our first 75 years of existence, and can provide us with a framework for guidance as we look to the future. Together, we will be giving clubs new methods to help our youth strive for excellence. We must work to . . . ENCOURAGE EXCELLENCE.

Chairman Tomshany reported that the following resolutions had been adopted by the Committee. These resolutions will be circulated to clubs and presented for action to the House of Delegates at the International Convention in Orlando, Florida.

RESOLUTION #1

RESOLUTION #1 -- ENCOURAGE EXCELLENCE

Encourage Excellence

The Kiwanis tradition of service to youth stretches back to our very beginnings. Today, young people still need the help we can offer. We need to show young people what they can do; what they can take pride in; what they can accomplish; and what their accomplishments can mean to themselves, and to others.

The problems of the young people in our society are of grave concern to all of us. Many students place their social needs above academics. Gifted and talented youth often feel academically unchallenged. Drug abuse, dropping out from school, and a general lack of respect and values demonstrate the urgent need our young people have for guidance. Kiwanis can offer positive guidance to young people through leadership training programs and other activities that develop a positive self-concept, academic skills, and citizenship.

THEREFORE, BE IT RSOLVED That:

All Kiwanis clubs support the 1989-90 Major Emphasis Program **Encourage Excellence** by implementing new projects that encourage youth to achieve:

1. Excellence in personal character to conquer the challenges of today.

2. Excellence in academic and career accomplishments that help them fulfill their potential.

3. Excellence in leadership skills that will make them effective and responsible citizens throughout their lives.

RESOLUTION #2

RESOLUTION #2 -- BUILD A DRUG-FREE WORLD

Build a Drug-Free World

Drugs harmful to health pose one of the greatest threats to our existence. Each year, countless thousands of persons

worldwide are adversely affected by or die in drug-related incidents.

As to our youth--each nation's most precious resource--drug abuse interferes with learning, alters personality, and injures health. For unfortunate infants born to mothers using harmful drugs, life begins with the torturous pain of drug withdrawal and possible permanent disabilities. Family life suffers when any member becomes addicted. For all persons, standards of living decrease as employee absenteeism and poor workmanship increase the cost of all consumer products. Illicit drugs are closely tied to crimes and other illegal activities.

THEREFORE, BE IT RESOLVED That:

Each Kiwanian and Kiwanis club help build a drug-free world and join the battle to prevent the use of harmful, illegal, or addictive drugs by developing and/or promoting programs which:

1. Prevent drug experimentation and abuse.

2. Increase, through community education, the awareness of the dangers of drug use and abuse.

3. Focus public attention on the importance of fostering a widespread attitude of intolerance for harmful, illegal, or addictive drugs and their use throughout all segments of society.

4. Examine and emphasize the essential roles and responsibilities of youth, parents, family, schools, governments, and society in the prevention of the basic causes of drug abuse and in the provision for successful treatments.

RESOLUTION #3

Child Safety

RESOLUTION #3 -- CHILD SAFETY

Childhood accidents know no national boundaries. In a number of Kiwanis areas, more children die annually from preventable injuries than from all childhood diseases combined, and hundreds of thousands of children sustain permanent disabilities or serious injuries from preventable accidents. Medical authorities report that most of these deaths, disabilities, and injuries can be prevented by proper education and safety precautions. The major areas in which children are at great risk for injury include traffic and pedestrian accidents, burns, falls, drowning, choking, and poisoning.

Kiwanis International, concerned about child safety, has joined the National Coalition to Prevent Childhood Injury, so that

clubs can participate in the child safety program "Safe Kids Are No Accident." This program applies to the worldwide need to foster child safety.

Kiwanis clubs must recognize the need to make parents and children aware of potential dangers and to educate them in accident prevention. A partial list of programs that promote child safety includes wearing bike helmets, use of seat belts and approved toddler car seats, bicycle rodeos, swimming lessons, safety cities, proper home safety precautions, use of smoke detectors, and keeping medicines and poisonous substances out of the reach of children.

Proper care received in modern pediatric trauma facilities and the teaching of first aid and cardiopulmonary resuscitation also save lives and minimize the effects of serious injuries.

THEREFORE, BE IT RESOLVED That:

Kiwanis clubs cooperate in carrying out the program "Safe Kids Are No Accident," and, during the coming year, every Kiwanis club sponsor at least one additional community-based program promoting child safety.

RESOLUTION #4

RESOLUTION #4 -- ELIMINATE GRAFFITI AND LITTER

Eliminate Graffiti and Litter

Most efforts concerning environmental awareness in our society are directed toward perpetuation of our natural resources, typically through conservation measures. While this is clearly a worthwhile endeavor, there is a significant amount of destruction and detraction by vandalism; insensitive graffiti placed on public places, buildings, and conveyances; and litter on property and along highways and waterways. Objectionable spray-painted expressions and discarded plastic and paper materials, bottles and cans are obvious examples of environmental clutter.

A campaign of action is needed to educate and generate personal pride in the beauty of an un-littered appearance everywhere, so that no one need apologize for the thoughtless actions of a few.

THEREFORE, BE IT RESOLVED That:

Kiwanis clubs and Kiwanians everywhere develop programs, projects, and promotional activities that will result in the clean-up and restoration of vandalized and litter-strewn areas.

RESOLUTION #5

RESOLUTION #5 -- GEOGRAPHY AND FOREIGN LANGUAGE EDUCATION FOR WORLD UNDERSTANDING

Geography and Foreign Language Education for World Understanding

Educational studies conducted in many Kiwanis nations have shown a steady decrease in the essential geographical knowledge

being imparted to their youth and young adults. Local de-emphasis and deletion of curricular requirements, along with the increasing generality of textbooks on place geography, commercial geography, and cultural geography have contributed to the unfamiliarity of young people with their own countries and our planet.

At the same time, many school authorities have lessened their emphasis on foreign languages, comparative government, and related area studies.

In a world in which nations are becoming increasingly interdependent because of the expansion of trade, foreign travel, and the rapidity of transportation and communication, curricular deficiences in geographic studies and foreign languages make more difficult the enjoyment and appreciation by young people of the benefits and relationships these activities should enhance.

Kiwanians must recognize that the dynamic changes in technology, economics, society, and government currently being experienced profoundly affect the existence of all humanity and the environment of the world. If we are to face the future with an improved hope for peace and understanding worldwide, we need citizens who are enlightened with knowledge about the location, resources, cultures, and languages of their neighbors.

THEREFORE, BE IT RESOLVED That:

1. Kiwanians everywhere work with local school authorities to improve curricular offerings in geography, foreign languages, and comparative governments and cultures.

2. Kiwanis clubs establish liaison with local schools to promote student foreign exchange programs, field trips, travel programs, and speakers in order to encourage friendship, mutual appreciation, and understanding around the world.

3. Kiwanis clubs work with local schools to promote participation in Worldwide Kiwanis Week observances which incorporate subjects and speakers on world trade, natural resources, foreign travel, world peace, and international relationships.

RESOLUTION #6

75th Anniversary

RESOLUTION #6 -- 75TH ANNIVERSARY

Seventy-five years ago, life was given to an organization of businessmen interested in fellowship and service beyond self. From an early endeavor to assist a single underprivileged child, Kiwanis has grown and its humanitarian ideals are now shared

among a membership of more than 316,000 men and women in some 73 nations and geographical areas.

The spirit that has prompted this growth and service is found in the Objects of Kiwanis, adopted 65 years ago at the convention in Denver. The Objects serve as inspiring principles to guide our membership in fulfilling our motto, "We Build."

Fifty years ago, the need was recognized to extend Kiwanis service beyond that being reached by individual Kiwanians and their clubs; thus was established the Kiwanis International Foundation, which enables Kiwanis to provide further service.

THEREFORE, BE IT RESOLVED That:

1. Each Kiwanian use the spirit of the 75th Anniversary to increase pride of membership and strive to translate the Objects of Kiwanis International into daily actions.

2. Each Kiwanis club celebrate the 75th Anniversary of Kiwanis with appropriate new service projects and activities and consider a special gift of at least 75 additional hours of community service in recognition of the 75 years which Kiwanis has served.

3. Each Kiwanis club celebrate the 50th Anniversary of the Kiwanis International Foundation by encouraging special contributions and educating members about the role the Foundation plays in the functioning of Kiwanis.

4. Each Kiwanis club properly recognize the 75th Anniversary of Kiwanis.

5. Each Kiwanis district make a special effort to be appropriately represented in Detroit, Michigan, January 20-21, 1990, for the official 75th birthday celebration.

Chairman Tomshany also reported on two resolutions which will not be published.

MEMORIAL RESOLUTION FOR I.R. "WHITEY" WITTHUHN

MEMORIAL RESOLUTION FOR I. R. "WHITEY" WITTHUHN

On December 30, 1988, Kiwanis lost a great leader. I.R. "Whitey" Witthuhn, International President in 1961-62, led Kiwanis through two watershed events for growth during his year as International President. He guided Kiwanis as the five thousandth Kiwanis club was built. Under his leadership, the first club of the international expansion program outside the United States and Canada was built in Tijuana, Mexico.

Whitey Witthuhn saw the value of international extension. He spoke of instilling the values of Kiwanis in the people of other lands. He also saw the importance of moving slowly as Kiwanis became more international, so that the procedures and

activities of clubs reflected both native culture and the Objects of Kiwanis. As he once explained:

> If we will practice, really practice, that wonderful philosophy of Kiwanis, we cannot fail to be an ever-increasing force for international good, and international good will.

Whitey Witthuhn was a builder, in and of the Kiwanis tradition. He chaired the committee that supervised the design and construction of the Kiwanis General Office at 101 East Erie, in Chicago. His devotion to youth service showed in the countless hours he invested in Key Club, Circle K, and scouting. And, in his home club, he gave unfailing support to the Kiwanis Foundation of Metropolitan Milwaukee.

The extent of accomplishment does not give full measure of the man. Whitey always felt that he gained more from Kiwanis than he could give. He once said:

> Kiwanis has enlarged my vision. It has made me realize my responsibility to the community. Kiwanis has broadened my viewpoint in my relations with people.

Anyone who came to know Whitey felt enriched. With a trace of a smile, he would tell stories that made him the listener's friend in a few short minutes. And he kept those friends throughout his life.

THEREFORE, BE IT RESOLVED That:

The delegate body of the 1989 International Convention express its sorrow at the loss of a great Kiwanis leader, I.R. "Whitey" Witthuhn.

AND BE IT FURTHER RESOLVED That:

A copy of this resolution be given to the family of I.R. Witthuhn, with deep and profound sympathy from all Kiwanians.

IN APPRECIATION

IN APPRECIATION

We came to Orlando "for the fun of it." In addition to the convention itself, we enjoyed the many family-oriented attractions of this lovely area. We extend our appreciation to the Host Committee and staff for their many hours of planning and effort to make this 74th convention of Kiwanis International a memorable one.

THEREFORE, BE IT RESOLVED That:

The delegates to the 74th Annual Convention of Kiwanis International express on behalf of all in attendance our sincere appreciation to General Host Chairman Jack Crockett and his committees, to our Kiwanis hosts in Orlando and the Florida

District, to the musicians and performers who entertained us, to the speakers who enlightened us, to the public officials of the city, to the news media, to the Kiwanis International staff, and to the countless others who contributed to the success of this convention.

Chairman Tomshany reported on other resolutions which the Committee felt were not appropriate for presentation to the convention. (See "Exhibit 1" for the full committee report.)

Upon motion duly made, supported, and carried it was:

RESOLVED, That the report of the 1988-89 International Committee on Resolutions be accepted.

REPORT OF RESOLUTIONS COMMITTEE ACCEPTED

The Report of the Ad Hoc Committee on the Relationship Between Kiwanis International and the Kiwanis International Foundation, Noris A. Lusche, Chairman, was presented. Its recommendations were referred to various Board committees. The report was received. (See "Exhibit 2.")

AD HOC COMMITTEE -- RELATIONSHIP BETWEEN KI AND KIF

The discussion topic for the Think Tank was "Requests For and Dissemination of Information" -- (What reports/information are clubs, districts, and other levels of the Kiwanis organization entitled to receive?). This matter was referred to the Board Committee on Administration.

THINK TANK -- REQUESTS FOR AND DISSEMINATION OF INFORMATION

The meeting recessed on Wednesday, May 3, at 12:05 p.m. until Friday, May 5, at 1:00 p.m.

The meeting reconvened on Friday, May 5, at 1:00 p.m.

The Message of the President was presented by Gene R. Overholt and is attached as "Exhibit 3."

MESSAGE OF PRESIDENT

The Message of the President-elect was presented by Noris A. Lusche and is attached as "Exhibit 4."

MESSAGE OF PRESIDENT-ELECT

The Message of the Secretary was presented by Kevin W. Krepinevich and is attached as "Exhibit 5."

MESSAGE OF SECRETARY

REPORT OF TREASURER

The Report of the Treasurer was presented by W. J. "Wil" Blechman, M.D. and is attached as "Exhibit 6."

Secretary Krepinevich presented the minutes of the meeting of the International Board of Trustees held in Indianapolis, Indiana, January 25-29, 1989.

APPROVAL OF JANUARY 25-29, 1989 MINUTES

Upon motion duly made, supported, and carried it was:

RESOLVED, That the minutes of the Board Meeting of January 25-29, 1989, be approved.

DISCLAIMER TO BE INCLUDED WITH ALL FUTURE MINUTES

Upon motion duly made, supported, and carried it was:

RESOLVED, That a disclaimer be included with all minutes of the meetings of the Board of Trustees, beginning with the May 3-7, 1989, Meeting of the Board of Trustees as follows:

> **Attached are the proposed minutes of the meeting of the Kiwanis International Board of Trustees. The minutes of the meeting will become "official" when approved by the Board of Trustees at its next scheduled meeting.**

ADMINISTRATIVE ACTION

The Board reviewed the report of Administrative Action taken by staff since the last Board Meeting. Upon motion duly made, supported, and carried it was:

RESOLVED, That the Administrative Action taken by staff since the last Board Meeting be approved. (See "Exhibit 7.")

DONALD E. WILLIAMS REAPPOINTED TO KIF BOARD

Upon motion duly made, supported, and carried it was:

RESOLVED, That Donald E. Williams be reappointed to the Kiwanis International Foundation Board for a two-year term beginning October 1, 1989.

APPROVAL OF 1989-90 INTERNATIONAL COMMITTEE APPOINTMENTS

Upon motion duly made, supported, and carried it was:

RESOLVED, That the 1989-90 International Committee appointments made by President-elect Lusche be approved. (See "Exhibit 8.")

APPROVAL OF DIRECTORS OF KI, ZURICH

Upon motion duly made, supported, and carried it was:

RESOLVED, That the following new members of the Board of Directors of Kiwanis International, Zurich be approved: Gene R. Overholt, Kevin W. Krepinevich, Rene' H. Chapuis, and Dr. Martin Ammann.

The Board of Trustees reviewed a request from Thorbjorn Karlsson, President of the Kiwanis International European Federation, to appoint an Ad Hoc Committee to finalize the European Federation Bylaws. The proposal suggested that Kiwanis International provide three Kiwanis International Board members for the committee and the European Federation provide three European Federation Board members.

Upon motion duly made, supported, and carried it was:

APPROVAL OF AD HOC COMMITTEE TO FINALIZE PROPOSED EUROPEAN FEDERATION BYLAWS

RESOLVED, That approval be given to the appointment of an Ad Hoc Committee to finalize the proposed European Federation Bylaws. The Kiwanis International Board members appointed to this committee are:

International President-elect Noris A. Lusche (Chairman)
International Treasurer W. J. "Wil" Blechman, M.D.
International Trustee Robert L. McCurley, Jr.

EXECUTIVE COMMITTEE

The Report of the Executive Committee, Gene R. Overholt, Chairman, was presented. (See "Exhibit 9.")

It was moved by the Committee and duly carried as follows:

PRIORITY LIST OF GRANTS FOR 1989-90 ADOPTED

RESOLVED, That the priority list of grants for the 1989-90 administrative year be adopted. (See "Exhibit 10.")

PRELIMINARY REPORT OF FINANCE COMMITTEE

The Preliminary Report of the Finance Committee was presented by Vice-President Morton. (See "Exhibit 11.")

MEMBER SERVICES AND INTERNATIONAL EXTENSION

The Report of the Board Committee on Member Services and International Extension, William L. Lieber, Chairman, was presented. (See "Exhibit 12.")

It was moved by the Committee and duly carried as follows:

MEMBERSHIP CRITERIA FOR FILING ANNUAL CLUB REPORT REVISED

RESOLVED, That the criteria for filing the Annual Club Report regarding the sections specified for grouping clubs according to membership beginning with the 1988-89 administrative year be revised to:

Diamond (76 members or more)
Ruby (46 to 75 members)
Emerald (30 to 45 members)
Coral (less than 30 members)

It was moved by the Committee and duly carried as follows:

RESOLVED, That the charters of 61 clubs be revoked and the amounts of the accounts receivable be charged against the reserve for bad debts in the amount of $9,089.60 (US). (See "Exhibit 13.")

REVOCATION OF CHARTERS

It was moved by the Committee that Procedure 408.1 be amended to read:

Procedure 408.1 - Provisional District

When deemed in the best interests of Kiwanis International and the Kiwanis clubs involved, the Kiwanis International Board may grant authority to a group of not less than ten (10) Kiwanis clubs in a non-districted area with a minimum of ~~400~~ 300 members having compatible geographic areas and customs to create the provisional district.

This motion was defeated.

MOTION DEFEATED TO AMEND PROCEDURE 408.1 -- PROVISIONAL DISTRICT

It was moved by the Committee and duly carried as follows:

RESOLVED, That the People's Republic of China be authorized for extension provided the Guidelines of Board Procedure 402 are met.

AUTHORIZATION FOR EXTENSION INTO PEOPLES REPUBLIC OF CHINA

It was moved by the Committee and duly carried as follows:

RESOLVED, That there be a continuation of the current moratorium on payment of international dues by Panamanian clubs until September 30, 1989.

CONTINUATION OF MORATORIUM ON PAYMENT OF INTERNATIONAL DUES BY PANAMANIAN CLUBS UNTIL 9/30/89

This completed the action on the recommendations of the Board Committee on Member Services and International Extension and the report was received.

The meeting recessed at 5:22 p.m. on Friday, May 5, until Saturday, May 6, at 8:30 a.m.

The meeting reconvened on Saturday, May 6, at 8:30 a.m. The invocation was given by Trustee Ammar.

EDUCATION AND PROGRAM DEVELOPMENT

The Report of the Board Committee on Education and Program Development, W. J. "Wil" Blechman, M.D., Chairman, was presented. (See "Exhibit 14.")

It was moved by the Committee and duly carried as follows:

1990-93 MAJOR EMPHASIS PROGRAM -- NEEDS OF CHILD AGE FIVE AND UNDER

RESOLVED, That the service topic for the 1990-93 Major Emphasis Program be the needs of the child, age five and under.

It was moved by the Committee and duly carried as follows:

KI FOUNDATION REQUESTED TO DEVELOP LONG RANGE PLAN SUPPORTING 1990-93 MAJOR EMPHASIS PROGRAM

RESOLVED, That the Board of Trustees request that the Kiwanis International Foundation work with Kiwanis International, through their staffs, in concentrating on developing a long-range plan supporting the 1990-93 Major Emphasis Program;

AND BE IT FURTHER RESOLVED, That the Boad of Trustees further request that any extended fund-raising program developed by the Kiwanis International Foundation be focused on the entire Major Emphasis Program, which will be directed toward the needs of children, age five and under.

This completed the action on the recommendations of the Board Committee on Education and Program Development and the report was received.

FINANCE

The Report of the Board Committee on Finance, John D. Morton, Sr., Chairman, was presented. (See "Exhibit 15.")

It was moved by the Committee and duly carried as follows:

APPROVAL OF CAPITAL EXPENDITURES FOR 1989-90

RESOLVED, That approval be given to the capital expenditures for the 1989-90 administrative year in the amount of $190,464. (See "Exhibit 16.")

It was moved by the Committee and duly carried as follows:

INTERNATIONAL SECRETARY GIVEN AUTHORITY TO APPROVE WAIVERS REQUESTED BY CLUBS ON PAST DUE INDEBTEDNESS UP TO $200

RESOLVED, That the International Secretary be given authority to approve waivers requested by clubs of up to $200 on past due indebtedness to Kiwanis International.

AND BE IT FURTHER RESOLVED, That the International Secretary shall present a report to the Finance Committee on this action at each meeting of the Board of Trustees.

(Referred to Board Committee on Policies, Procedures, and Structures.)

This completed the action on the recommendations of the Board Committee on Finance and the report was received.

LONG RANGE PLANNING

The Report of the Board Committee on Long Range Planning, Robert A. Wagner, Chairman, was presented. (See "Exhibit 17.") The report was received.

SPONSORED PROGRAMS

The Report of the Board Committee on Sponsored Programs, Kenneth W. Smith, D.C., Chairman, was presented. (See "Exhibit 18.")

It was moved by the Committee and duly carried as follows:

PROCEDURE 318.3 AMENDED -- JURISDICTION

RESOLVED, That Procedure 318.3 be amended as follows:

Procedure 318.3 - Jurisdiction

c. Operating Procedures

(3) Thereafter, ~~by~~ on October ~~15~~, 1 of each year, the sponsoring Kiwanis club shall remit to Kiwanis International a $100 annual sponsorship fee covering the October 1 to September 30 administrative year. ~~to be adopted by the Kiwanianne club.~~ For the first year of a newly organized Kiwanianne club, the Kiwanis club shall remit a portion of the sponsorship fees as follows: clubs organized during the first quarter of the administrative year, $75; during the second quarter, $50; during the third quarter, $25; and during the fourth quarter, no fee. The failure by the Kiwanis club to remit the annual sponsorship fee by December 31 of each year may result in the withdrawal and cancellation by Kiwanis International of the Certificate of Organization and Recognition of the Kiwanianne club as outlined in 318.3 c.(7)(c). With each annual sponsorship fee, the sponsoring Kiwanis club shall submit to Kiwanis International a current listing of the names and addresses of the Kiwanianne club's members and officers, and the name and address of a Kiwanian who shall be appointed by the Kiwanis club to serve as the Kiwanis club's liaison with the Kiwanianne club. A copy of the list shall be sent to the Kiwanis district Kiwanianne club chairman.

and the adoption of the following new addition:

(8) Each Kiwanianne club shall adopt October 1 - September 30 as its administrative year.

(Referred to Board Committee on Policies, Procedures, and Structures.)

It was moved by the Committee and duly carried as follows:

RESOLVED, That proposed procedures for alternate funding for Circle K International be approved.

NEW PROCEDURE 604 -- ALTERNATE FUNDING FOR CIRCLE K

Procedure 604 - Alternate Funding

Circle K may, upon following the approved procedures, raise additional funds to be deposited with the Kiwanis International Foundation. All fund-raising efforts must comply with these prescribed procedures, and no member club, district or person may initiate an alternate fund-raising effort, on behalf of Circle K International. The purpose of raising alternate funds for Circle K International is to raise monies for leadership development training and scholarships.

604.1 - The Tomorrow Fund

An account for designated funds for Circle K International may be created by the Kiwanis International Foundation for individual and/or corporate gifts.

604.2 - Purpose of Alternate Funding

The purpose of raising alternate funds for Circle K International is to raise monies for leadership development training and scholarships. These funds shall be considered designated funds for Circle K International grants from the Foundation.

604.3 - Fund-Raising Guidelines

The following guidelines shall be met in order to conduct alternate fund-raising efforts:

a. All fund-raising efforts will be coordinated by the Secretary of Kiwanis International who may consult with the Administrator of the Kiwanis International Foundation.

b. All fund-raising campaigns shall follow the policies and procedures of Kiwanis International, the Kiwanis International Foundation, and Circle K International.

c. Expenditures from this account will follow normal budget procedures as outlined in Kiwanis Board Procedures 882-886.

d. Funds raised from corporations shall be in addition to funds received from the Kiwanis International Foundation and Kiwanis International. In all cases, Kiwanis International and the Kiwanis International

Foundation shall be viewed as the primary support of Circle K International. No contribution from any corporation shall infringe upon the relationship with the parent organization, Kiwanis International.

e. Funds shall not be sought from corporations or foundations whose products, services or activities may in any way cast a shadow of suspicion or impugn the good name of Kiwanis International, the Kiwanis International Foundation, or Circle K International.

f. Funds shall not be solicited, nor accepted, from the alcohol or tobacco industries.

g. Funds sought must be for the development and implementation of special programs and projects relative to leadership development training and scholarships, and not for use in day-to-day administration of the organization, nor for staff recruitment and hiring.

h. No member club, district or person may initiate an alternate fund-raising campaign on behalf of Circle K International. Contacts must be made by the Kiwanis International staff and/or from the Kiwanis International Foundation staff.

(Referred to Board Committee on Policies, Procedures, and Structures.)

It was moved by the Committee and duly carried as follows:

RESOLVED, That the following proposed change to Key Club International Board Policy 5.4 L be approved:

Key Club International Board Policy 5.4

APPROVAL OF PROPOSED CHANGE TO KEY CLUB BOARD POLICY 5.4 L.

L. Every candidate for International Office must have submitted a completed Statement of Candidacy, an International Officer's Service Agreement, a biographical sketch, and an outline of his/her ~~proposed~~ platform, to the International ~~Office~~ Administrator ~~at least two weeks~~ prior to any campaigning at the International Convention. A prospective candidate wishing to have his/her name and personal information included in the "Summary of Candidates" which will be inserted in the registration packet of voting delegates at convention, must submit the above forms to the International Administrator by May 15 (postmark).

It was moved by the Committee and duly carried as follows:

RESOLVED, That the following proposed change to Key Club International Board Policy 5.1 be approved:

APPROVAL OF PROPOSED CHANGE TO KEY CLUB BOARD POLICY 5.1

Key Club International Board Policy 5.1:

In addition, an underclassman, who is a candidate for international office, will be allowed to travel to official Key Club functions in six (6) districts during the 12 month period prior to the International Convention at which he/she is a candidate for international office, one of those districts being his/her home district. ~~the remaining five of his/her own discretion.~~

In the event that the said underclassman is an international officer ~~himself~~, and he/she ~~counsels~~ represents two (2) districts, ~~other than his/her home district, two being his/her counseled districts, and the other three of his/her own discretion.~~ he/she will be allowed to travel to official Key Club functions in six (6) districts during the 12 month period prior to the International Convention at which he/she is a candidate for international office, two (2) of those districts being his/her assigned districts.

In the event that the said underclassman is an international officer, and he/she represents three (3) districts, he/she will be allowed to travel to official Key Club functions in six (6) districts during the 12 month period prior to the International Convention at which he/she is a candidate for international office, three (3) of those districts being his/her assigned districts.

It was moved by the Committee and duly carried as follows:

RESOLVED, That the following proposed change to Key Club International Board Policy 5.4 A be approved:

APPROVAL OF PROPOSED CHANGE TO KEY CLUB BOARD POLICY 5.4 A

Key Club International Board Policy 5.4:

A. The retail value for all materials used in a campaign for any international office must not exceed ~~$110~~ $140 (US).

It was moved by the Committee and duly carried as follows:

APPROVAL OF PROPOSED CHANGE TO KEY CLUB BOARD POLICY 1.9-A-1

RESOLVED, That the following proposed change to Key Club International Board Policy 1.9-A-1 be approved.

Key Club International Board Policy 1.9

1.9 Reimburseable Expenses of Key Club International Board Members

A. Travel and Transportation

1. The following are the reimburseable travel and transportation expenses for Key Club International Board Members:

a. International Board Training Conference
b. Council Meeting/Leadership Conference
c. Fall Board Meeting
d. ~~Executive~~ Theme Committee Meeting (~~Executive~~ Theme Committee members only)
e. Winter Board Meeting
f. International Convention at end of term
g. One Board meeting and the district convention to each ~~counseled~~ assigned district
h. Additional budgeted travel of the International Board, as authorized by the Key Club International Administrator

It was moved by the Committee and duly carried as follows:

APPROVAL OF PROPOSED ADDITION TO KEY CLUB BOARD POLICY 6.3

RESOLVED, That the proposed addition to Key Club International Board Policy 6.3 be approved.

Key Club International Board Policy 6.3

The Dues Derby Award Program is established as an incentive program to recognize those districts which collect 100% dues in each category or the district collecting the highest percentage in each category. The following policies are established to administer the program:

A. Every district reaching 100% dues collection will be awarded a certificate of recognition at the international convention. The district will also be recognized in the post-convention issue of the Keynoter.

B. The Dues Derby divisions are defined as follows:

White Division: 0 - 75 Key Clubs
Blue Division: 76 - 150 Key Clubs
Gold Division: 151 or more Key Clubs

C. In any division where a district does not achieve 100% dues collection, a certificate of recognition will be awarded to the district with the highest percentage of dues collection.

D. **In the event that more than one district has achieved 100% dues collection in any division, the district achieving 100% dues collection first will be declared the winner of that division.**

It was moved by the Committee and duly carried as follows:

APPROVAL OF PROPOSED ADDITION TO KEY CLUB BOARD POLICY 6.4

RESOLVED, That the following proposed addition to Key Club International Board Policy be approved:

Key Club International Board Policy 6.4

The Key Club International District Leadership Scholarship was created to recognize graduating seniors within the Key Club districts by providing them with a scholarship of $1,000 (US) to assist in their higher education.

A sum of $500 (US) is to be provided by the Key Club District with the remaining $500 (US) matched by the Kiwanis International Foundation.

The scholarship is to be given to a Key Club member in good standing with at least two years membership and equivalent of a 3.0 grade point average on a 4.0 scale. No district governors or internationl officers will be considered eligible for this scholarship. The Key Club district board will set any additional criteria for the scholarship and reserves the right to select the scholarship judging panel. Any funds provided by the Key Club district shall not be taken from its administrative account.

It was moved by the Committee and duly carried as follows:

APPROVAL OF OVEREXPENDITURE ON 1989 PROPOSED KEY CLUB CONVENTION BUDGET

RESOLVED, That approval be granted to allow an overexpenditure of $1,632 on the proposed 1989 Key Club International Convention budget. (See "Exhibit 19.")

It was moved by the Committee and duly carried as follows:

K-FAMILY CONFERENCE - EAST, YORK, PENNSYLVANIA, 10/27-29/89

RESOLVED, That the request to conduct the 1989 K-Family Conference East, October 27-29 in York, Pennsylvania, be approved provided that the conference organizers agree to invite members of Kiwanis, Circle K, Key Club, Builders Club and Kiwanianne clubs.

This completed the action on the recommendations of the Board Committee on Sponsored Programs and the report was received.

COMMUNICATIONS AND CONVENTIONS

The Report of the Board Committee on Communications and Conventions, Arthur D. Swanberg, Chairman, was presented. (See "Exhibit 20.")

It was moved by the Committee and duly carried as follows:

KIWANIS MAGAZINE PILOT PROGRAM FOR NEW ZEALAND AND AUSTRALIA

RESOLVED, That a pilot program for circulation of three issues of Kiwanis magazine to Kiwanis clubs in Australia and New Zealand be implemented during the 1989-90 administrative year.

It was moved by the Committee and duly carried as follows:

75TH ANNIVERSARY BUDGET REVISED

RESOLVED, That the 75th Anniversary budget for 1989-90 be revised from $70,000 to $88,770.

This completed the action on the recommendations of the Board Committee on Communications and Conventions and the report was received.

ADMINISTRATION

The Report of the Board Committee on Administration, C. A. Dillon, Jr., Chairman, was presented. (See "Exhibit 21.")

FOUR AT&T "800" LINES TO BE REPLACED WITH FOUR MCI "800" LINES

It was moved by the Committee and duly carried as follows:

RESOLVED, That the four AT&T "800" lines be replaced with four MCI "800" lines which will provide toll-free service to the United States and Canada effective October 1, 1989.

"800" LINE AND FAX MACHINE FOR SUPPLIES DEPARTMENT

It was moved by the Committee and duly carried as follows:

RESOLVED, That a dedicated "800" toll-free line be installed in the Supplies Department and a Fax machine be purchased which will be connected to the 1-800 line in the Supplies Department, effective as soon as possible.

SUPPLIES BOOTH FOR EUROPEAN FEDERATION CONVENTION IN JUNE 1989

It was moved by the Committee and duly carried as follows:

RESOLVED, That Kiwanis International set up a supplies booth at the 1989 European Federation convention being held in The Hague, Netherlands.

It was moved by the Committee and duly carried as follows:

ADVERTISEMENTS TO BE SOLD IN SUPPLIES CATALOGS AND DIRECTORY

RESOLVED, That the Advertising Department in consultation with the Supplies Department be authorized to sell advertisements in the Kiwanis International Supplies Catalogs and the Kiwanis International Directory. No item may be advertised which is offered for sale by Kiwanis International.

This completed the action on the recommendations of the Board Committee on Administration and the report was received.

The meeting recessed on Saturday, May 6, at 5:20 p.m. until Sunday, May 7, at 8:00 a.m.

The meeting reconvened on Sunday, May 7, at 8:00 a.m. The invocation was given by Trustee Swanberg.

POLICIES, PROCEDURES, AND STRUCTURES

The Report of the Board Committee on Policies, Procedures, and Structures, W. Donald Goodfellow, Q.C., Chairman, was presented. (See "Exhibit 22.")

It was moved by the Committee and duly carried as follows:

PROPOSED AMENDMENT TO ARTICLE V, SECTION 8, AND ARTICLE VI, SECTION 8, OF BYLAWS TO BE PRESENTED IN ORLANDO 1989 (AMENDMENT NO. 1)

RESOLVED, That Article V, Section 8, and Article VI, Section 8 of the proposed Bylaws, involving the report of a district or federation convention, be presented to the House of Delegates in Orlando as part of the housekeeping amendment as follows:

> **Article V, Section ~~11~~8. Within thirty (30) days after the close of ~~any~~ a convention, ~~of any~~ a meeting of the board of trustees, ~~and of any~~ or a conference of the officers of a district, the district secretary ~~thereof~~ shall send to the Secretary of Kiwanis International ~~make~~ a written report of the proceedings ~~in writing,~~ approved by the district governor~~,~~. ~~and shall send the same to the Secretary of Kiwanis International.~~ This report ~~need not be a verbatim transcript of the entire proceedings, but~~ shall summarize the proceedings, provide a synopsis of all actions taken, and include copies of all adopted district bylaw amendments, resolutions and recommendations. ~~adopted, and a complete synopsis of all actions taken.~~**

Article VI, Section 8. Within thirty (30) days after the close of ~~any~~ a convention, ~~of any~~ a meeting of the board of trustees, ~~and of any~~ or a conference of the officers of a federation, the federation secretary ~~thereof~~ shall send to the Secretary of Kiwanis International ~~make~~ a written report ~~in writing~~ of the proceedings, approved by the Federation President~~,~~. ~~and shall send the same to the Secretary of Kiwanis International~~. This report ~~need not be a verbatim transcript of the entire proceedings, but~~ shall summarize the proceedings, provide a synopsis of all actions taken, and include copies of all adopted ~~resolutions,~~ federation bylaw amendments, resolutions and recommendations. ~~adopted, and a complete synopsis of all actions taken.~~

It was moved by the Committee and duly carried as follows:

PROPOSED AMENDMENT TO ARTICLE XII, SECTION 10, OF BYLAWS TO BE PRESENTED IN ORLANDO 1989 (AMENDMENT NO. 1)

RESOLVED, That acceptance be given to the change proposed by the Constitution and Bylaws Committee to Article XII, Section 10 of the Bylaws which provides that a Trustee with a remaining term in office of one year or more seeking an office above the level of Trustee creates a vacancy in the office of Trustee whether or not such person is elected to the higher office. The wording of this amendment to the Bylaws to be presented to the House of Delegates in Orlando be as follows:

> Section 10. In the event that a vacancy occurs in the Board of Trustees by reason ~~of the election~~ of a Trustee seeking election to some other office, such vacancy or vacancies shall be filled as follows:

It was moved by the Committee and duly carried as follows:

WRITTEN BALLOT MAY BE USED FOR PROPOSED AMENDMENT TO ARTICLE VIII, SECTION 11, OF CONSTITUTION AND ARTICLE XII, SECTION 10 OF BYLAWS

RESOLVED, That in the event it is unclear as to whether the proposed Constitutional amendment adding a new Section 11 to Article VIII passes by the necessary two-thirds vote, separate written ballots be taken first on the Constitutional amendment, and then on the Bylaw amendment.

It was moved by the Committee and duly carried as follows:

INTERPRETATION OF ARTICLE VII, SECTION 1, OF CONSTITUTION

RESOLVED, That the last sentence of Article VII, Section 1 of the Constitution, which reads: "Prior to any proposed change becoming effective, sixty (60) days' notice of a hearing before the International Board of Trustees shall be given to all affected clubs,

districts, and federations in the geographical area affected," shall be interpreted:

> **"A hearing by the International Board of Trustees shall be held prior to the creation or change in boundaries of a federation."**

(Interpretation -- Requires publication in Kiwanis magazine.)

It was moved by the Committee and duly carried as follows:

RESOLVED, That the order in which the amendments will appear in Orlando, Florida, be the same as they are presented here. (See "Exhibit 23.")

ORDER OF AMENDMENTS IN ORLANDO

NOTE: The Board of Trustees has previously approved Amendments 1, 2, 3, 4, and 5 to be presented to the House of Delegates in Orlando, Florida. These will be shown as being sponsored by the Board of Trustees of Kiwanis International. (See "Exhibit 23.")

AMENDMENTS 1-5 SPONSORED BY BOARD OF TRUSTEES

It was moved by the Committee and duly carried as follows:

RESOLVED, That the Board endorse Amendment No. 6. (See "Exhibit 23.")

AMENDMENT NO. 6

It was moved by the Committee and duly carried as follows:

RESOLVED, That the Board endorse Amendment No. 7. (See "Exhibit 23.")

AMENDMENT NO. 7

It was moved by the Committee and duly carried as follows:

RESOLVED, That the Board oppose Amendment No. 8. (See "Exhibit 23.")

AMENDMENT NO. 8

It was moved by the Committee and duly carried as follows:

RESOLVED, That the Board oppose Amendment No. 9. (See "Exhibit 23.")

AMENDMENT NO. 9

It was moved by the Committee and duly carried as follows:

RESOLVED, That The Board not oppose Amendment No. 10. (See Exhibit 23.")

AMENDMENT NO. 10

It was moved by the Committee and duly carried as follows:

AMENDMENT NO. 11

RESOLVED, That the Board not endorse Amendment No. 11. (See "Exhibit 23.")

It was moved by the Committee and duly carried as follows:

AMENDMENT NO. 12

RESOLVED, That the Board oppose Amendment No. 12. (See "Exhibit 23.")

It was moved by the Committee and duly carried as follows:

AMENDMENT NO. 13

RESOLVED, That the Board oppose Amendment No. 13. (See "Exhibit 23.")

It was moved by the Committee and duly carried as follows:

AMENDMENT NO. 14

RESOLVED, That the Board oppose Amendment No. 14. (See "Exhibit 23.")

It was moved by the Committee and duly carried as follows:

APPROVAL OF REGION II REPRESENTATION PLAN

RESOLVED, That the Region II Representation plan formulated at a special committee meeting between representatives of the Eastern Canada and the Caribbean and Western Canada districts be approved. (See "Exhibit 24.")

It was moved by the Committee and duly carried as follows:

TWO RECOMMENDATIONS FROM JANUARY 1989 BOARD MEETING REMOVED FROM TABLE

RESOLVED, That the two recommendations from the January 1989 Board Meeting on the subject of fluency in English be removed from the table and be considered by the Board of Trustees at this time.

It was moved by the Committee and duly carried as follows:

POLICY B(6) -- LANGUAGE -- AMENDED

RESOLVED, That the current Policy B(6) be retained but that the first two sentences be numbered as sub-section (a) and the following be added as sub-section (b): "The meetings of the Board Committees and Board of Trustees shall be conducted in English with simultaneous translations provided into other languages as required."

(Policy -- Publish in Kiwanis magazine.)

It was moved by the Committee and duly carried as follows:

TRUSTEE NOT FLUENT IN ENGLISH TO ARRIVE AT BOARD MEETINGS ONE DAY IN ADVANCE TO REVIEW BOARD MATERIALS

RESOLVED, That at this time, materials to the Board of Trustees continue to be provided in English. If a Board member is not fluent in the English language, that individual shall be required to arrive at the site of each Board Meeting a day in advance of Board meetings, at which time a translator will be provided by Kiwanis International to review these materials with the Board member.

It was moved by the Committee and duly carried as follows:

AMEND TITLE OF PROCEDURE 112.5 -- MEMBER SERVICES, INTERNATIONALIZATION AND EXTENSION

RESOLVED, That the title of Procedure 112.5 be amended to reflect accurately the title of the Board Committee. The title of Procedure 112.5 should be amended as follows:

112.5 - <u>Member Services, Internationalization and Extension</u>

It was moved by the Committee and duly carried as follows:

AMEND PROCEDURE 114 -- MINUTES OF BOARD MEETINGS

RESOLVED, That Procedure 114 be amended as follows:

<u>Procedure 114 - Minutes of Board Meetings</u>

> **The Secretary shall send copies of the minutes of all Board and Executive Committee meetings to all Board members, to all Past International Presidents and upon annual request to any former International ~~Officers~~ <u>Board members</u> who are still members of a Kiwanis club.**

This completed the action on the recommendations of the Board Committee on Policies, Procedures, and Structures and the report was received.

Upon motion duly made, supported, and carried it was:

APPRECIATION TO STAFF

RESOLVED, That the Board of Trustees is very appreciative of the cooperation and assistance received from staff.

NEXT MEETING OF BOARD OF TRUSTEES

The next meeting of the Board of Trustees will be June 20-23 and 29 in Orlando, Florida.

ADJOURNMENT SINE DIE

The meeting adjourned sine die at 12:20 p.m. on Sunday, May 7, 1989.

REPORT OF THE INTERNATIONAL COMMITTEE ON RESOLUTIONS

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

MAY 3-7, 1989

Dates of Committee Meeting:		May 1-2, 1989
Place of Committee Meeting:		International Office, Indianapolis, Indiana
Present:	Members:	Wilbur A. Sundt, Richard E. Bell, Frank J. DiNoto, George M. Scheer, Jr., Charles G. Williamson, Jr.
	Ex-Officio Member:	Noris A. Lusche
	Chairman:	Paul E. Tomshany
	Staff:	Christopher J. Rice
Absent:	Members:	Dr. Roy F. Schutz

1. It was moved and seconded that the Committee recommend to the Board of Trustees that the following resolutions be placed on the agenda for the House of Delegates and that the International Secretary provide them to the clubs as required by the Bylaws of Kiwanis International.

Resolution #1 Encourage Excellence	(Exhibit A)
Resolution #2 Build a Drug-Free World	(Exhibit B)
Resolution #3 Child Safety	(Exhibit C)
Resolution #4 Eliminate Graffiti and Litter	(Exhibit D)
Resolution #5 Geography and Foreign Language Education for World Understanding	(Exhibit E)
Resolution #6 75th Anniversary	(Exhibit F)

(Carried)

2. It was moved and seconded that the Committee recommend to the Board of Trustees that the following resolutions be placed on the agenda for the House of Delegates without pre-publication.

Resolution #7 In Memoriam	(Exhibit G)
Resolution #8 In Appreciation	(Exhibit H)

(Carried)

3. It was moved and seconded that the Introduction (Exhibit I) and Preamble (Exhibit J) be made a part of the materials presented to the House of

Delegates and form a part of these minutes.

(Carried)

4. It was moved and seconded that no action be taken on the following proposed resolution because it was subsumed in the Resolution #2.

Tobacco Use and Nicotine Addiction (Exhibit K)

(Carried)

5. It was moved and seconded that no action be taken on the following proposed resolution because it was not sufficiently international in scope, though parts of it were subsumed in Resolution #3.

Promotion of Fire Safety (Exhibit L)

(Carried)

6. It was moved and seconded that no action be taken on the following proposed resolutions because this topic has been addressed in a broader sense in a previous resolution recently.

Human and Spiritual Values (Exhibit M)

(Carried)

7. It was moved and seconded that the Committee authorize its Chairman to accept any modifications submitted by the International Board of Trustees.

(Carried)

8. It was moved and seconded that the Committee meeting be adjourned.

(Carried)

Respectfully submitted,

Wilbur A. Sundt
Richard E. Bell
Frank J. DiNoto
George M. Scheer, Jr.
Charles G. Williamson, Jr.
Paul E. Tomshany, Chairman

1. Encourage Excellence (Exhibit A)

The Kiwanis tradition of service to youth stretches back to our very beginnings. Today, young people still need the help we can offer. We need to show young people what they can do; what they can take pride in; what they can accomplish; and what their accomplishments can mean to themselves, and to others.

The problems of the young people in our society are of grave concern to all of us. Many students place their social needs above academics. Gifted and talented youth often feel academically unchallenged. Drug abuse, dropping out from school, and a general lack of respect and values demonstrate the urgent need our young people have for guidance. Kiwanis can offer positive guidance to young people through leadership training programs and other activities that develop a positive self-concept, academic skills, and citizenship.

THEREFORE, BE IT RESOLVED That:

All Kiwanis clubs support the 1989-90 Major Emphasis Program **Encourage Excellence** by implementing new projects that encourage youth to achieve:

1. Excellence in personal character to conquer the challenges of today.
2. Excellence in academic and career accomplishments that help them fulfill their potential.
3. Excellence in leadership skills that will make them effective and responsible citizens throughout their lives.

2. Build A Drug-Free World (Exhibit B)

Drugs harmful to health pose one of the greatest threats to our existence. Each year, countless thousands of persons worldwide are adversely affected by or die in drug-related incidents.

As to our youth--each nation's most precious resource--drug abuse interferes with learning, alters personality, and injures health. For unfortunate infants born to mothers using harmful drugs, life begins with the torturous pain of drug withdrawal and possible permanent disabilities. Family life suffers when any member becomes addicted. For all persons, standards of living decrease as employee absenteeism and poor workmanship increase the cost of all consumer products. Illicit drugs are closely tied to crimes and other illegal activities.

THEREFORE, BE IT RESOLVED That:

Each Kiwanian and Kiwanis club help build a drug-free world and join the battle to prevent the use of harmful, illegal, or addictive drugs by developing and/or promoting programs which:

1. Prevent drug experimentation and abuse.
2. Increase, through community education, the awareness of the dangers of drug use and abuse.
3. Focus public attention on the importance of fostering a widespread attitude of intolerance for harmful, illegal, or addictive drugs and their use throughout all segments of society.
4. Examine and emphasize the essential roles and responsibilities of youth, parents, family, schools, governments, and society in the prevention of the basic causes of drug abuse and in the provision for successful treatments.

3. Child Safety (Exhibit C)

Childhood accidents know no national boundaries. In a number of Kiwanis areas, more children die annually from preventable injuries than from all childhood diseases combined, and hundreds of thousands of children sustain permanent disabilities or serious injuries from preventable accidents. Medical authorities report that most of these deaths, disabilities, and injuries can be prevented by proper education and safety precautions. The major areas in which children are at great risk for injury include traffic and pedestrian accidents, burns, falls, drowning, choking, and poisoning.

Kiwanis International, concerned about child safety, has joined the National Coalition to Prevent Childhood Injury, so that clubs can participate in the child safety program "Safe Kids Are No Accident." This program applies to the worldwide need to foster child safety.

Kiwanis clubs must recognize the need to make parents and children aware of potential dangers and to educate them in accident prevention. A partial list of programs that promote child safety includes wearing bike helmets, use of seat belts and approved toddler car seats, bicycle rodeos, swimming lessons, safety cities, proper home safety precautions, use of smoke detectors, and keeping medicines and poisonous substances out of the reach of children.

Proper care received in modern pediatric trauma facilities and the teaching of first aid and cardiopulmonary resuscitation also save lives and minimize the effects of serious injuries.

THEREFORE, BE IT RESOLVED That:

Kiwanis clubs cooperate in carrying out the program "Safe Kids Are No Accident," and, during the coming year, every Kiwanis club sponsor at least one additional community-based program promoting child safety.

4. Eliminate Graffiti and Litter (Exhibit D)

Most efforts concerning environmental awareness in our society are directed toward perpetuation of our natural resources, typically through conservation measures. While this is clearly a worthwhile endeavor, there is a significant amount of destruction and detraction by vandalism; insensitive graffiti placed on public places, buildings, and conveyances; and litter on property and along highways and waterways. Objectionable spray-painted expressions and discarded plastic and paper materials, bottles and cans are obvious examples of environmental clutter.

A campaign of action is needed to educate and generate personal pride in the beauty of an un-littered appearance everywhere, so that no one need apologize for the thoughtless actions of a few.

THEREFORE, BE IT RESOLVED That:

Kiwanis clubs and Kiwanians everywhere develop programs, projects, and promotional activities that will result in the clean-up and restoration of vandalized and litter-strewn areas.

5. Geography and Foreign Language Education For World Understanding

Educational studies conducted in many Kiwanis nations have shown a steady decrease in the essential geographical knowledge being imparted to their youth and young adults. Local de-emphasis and deletion of curricular requirements, along with the increasing generality of textbooks on place geography, commercial geography, and cultural geography have contributed to the unfamiliarity of young people with their own countries and our planet.

At the same time, many school authorities have lessened their emphasis on foreign languages, comparative government, and related area studies.

In a world in which nations are becoming increasingly interdependent because of the expansion of trade, foreign travel, and the rapidity of transportation and communication, curricular deficiencies in geographic studies and foreign languages make more difficult the enjoyment and appreciation by young people of the benefits and relationships these activities should enhance.

Kiwanians must recognize that the dynamic changes in technology, economics, society, and government currently being experienced profoundly affect the existence of all humanity and the environment of the world. If we are to face the future with an improved hope for peace and understanding worldwide, we need citizens who are enlightened with knowledge about the location, resources, cultures, and languages of their neighbors.

THEREFORE, BE IT RESOLVED That:

1. Kiwanians everywhere work with local school authorities to improve curricular offerings in geography, foreign languages, and comparative

governments and cultures.

2. Kiwanis clubs establish liaison with local schools to promote student foreign exchange programs, field trips, travel programs, and speakers in order to encourage friendship, mutual appreciation, and understanding around the world.

3. Kiwanis clubs work with local schools to promote participation in Worldwide Kiwanis Week observances which incorporate subjects and speakers on world trade, natural resources, foreign travel, world peace, and international relationships.

6. 75th Anniversary (Exhibit F, p. 1)

Seventy-five years ago, life was given to an organization of businessmen interested in fellowship and service beyond self. From an early endeavor to assist a single underprivileged child, Kiwanis has grown and its humanitarian ideals are now shared among a membership of more than 316,000 men and women in some 73 nations and geographical areas.

The spirit that has prompted this growth and service is found in the Objects of Kiwanis, adopted 65 years ago at the convention in Denver. The Objects serve as inspiring principles to guide our membership in fulfilling our motto, "We Build."

Fifty years ago, the need was recognized to extend Kiwanis service beyond that being reached by individual Kiwanians and their clubs; thus was established the Kiwanis International Foundation, which enables Kiwanis to provide further service.

THEREFORE, BE IT RESOLVED That:

1. Each Kiwanian use the spirit of the 75th Anniversary to increase pride of membership and strive to translate the Objects of Kiwanis International into daily actions.
2. Each Kiwanis club celebrate the 75th Anniversary of Kiwanis with appropriate new service projects and activities and consider a special gift of at least 75 additional hours of community service in recognition of the 75 years which Kiwanis has served.
3. Each Kiwanis club celebrate the 50th Anniversary of the Kiwanis International Foundation by encouraging special contributions and educating members about the role the Foundation plays in the functioning

of Kiwanis.

4. Each Kiwanis club properly recognize the 75th Anniversary of Kiwanis.
5. Each Kiwanis district make a special effort to be appropriately represented in Detroit, Michigan, January 20-21, 1990, for the official 75th birthday celebration.

7. Memorial Resolution for I.R. "Whitey" Witthuhn (Exhibit G, p. 1)

On December 30, 1988, Kiwanis lost a great leader. I.R. "Whitey" Witthuhn, International President in 1961-62, led Kiwanis through two watershed events for growth during his year as International President. He guided Kiwanis as the five thousandth Kiwanis club was built. Under his leadership, the first club of the international expansion program outside the United States and Canada was built in Tijuana, Mexico.

Whitey Witthuhn saw the value of international extension. He spoke of instilling the values of Kiwanis in the people of other lands. He also saw the importance of moving slowly as Kiwanis became more international, so that the procedures and activities of clubs reflected both native culture and the Objects of Kiwanis. As he once explained:

> If we will practice, really practice, that wonderful philosophy of Kiwanis, we cannot fail to be an ever-increasing force for international good, and international good will.

Whitey Witthuhn was a builder, in and of the Kiwanis tradition. He chaired the committee that supervised the design and construction of the Kiwanis General Office at 101 East Erie, in Chicago. His devotion to youth service showed in the countless hours he invested in Key Club, Circle K, and scouting. And, in his home club, he gave unfailing support to the Kiwanis Foundation of Metropolitan Milwaukee.

The extent of accomplishment does not give full measure of the man. Whitey always felt that he gained more from Kiwanis than he could give. He once said:

> Kiwanis has enlarged my vision. It has made me realize my responsibility to the community. Kiwanis has broadened my

viewpoint in my relations with people.

Anyone who came to know Whitey felt enriched. With a trace of a smile, he would tell stories that made him the listener's friend in a few short minutes. And he kept those friends throughout his life.

THEREFORE, BE IT RESOLVED That:

The delegate body of the 1989 International Convention express its sorrow at the loss of a great Kiwanis leader, I.R. "Whitey" Witthuhn.

AND BE IT FURTHER RESOLVED That:

A copy of this resolution be given to the family of I.R. Witthuhn, with deep and profound sympathy from all Kiwanians.

8. In Appreciation (Exhibit H)

We came to Orlando "for the fun of it." In addition to the convention itself, we enjoyed the many family-oriented attractions of this lovely area. We extend our appreciation to the Host Committee and staff for their many hours of planning and effort to make this 74th convention of Kiwanis International a memorable one.

THEREFORE, BE IT RESOLVED That:

The delegates to the 74th Annual Convention of Kiwanis International express on behalf of all in attendance our sincere appreciation to General Host Chairman Jack Crockett and his committees, to our Kiwanis hosts in Orlando and the Florida District, to the musicians and performers who entertained us, to the speakers who enlightened us, to the public officials of the city, to the news media, to the Kiwanis International staff, and to the countless others who contributed to the success of this convention.

Introduction (Exhibit I)

From the very beginnings of Kiwanis conventions, resolutions have been used to express the "thinking . . . of the Kiwanis membership." The spirit of resolutions previously adopted continue in effect to the extent that they are applicable. The process provides an orderly method for clubs to bring "timely and critical issues to the delegate body." The subjects covered by resolutions over the years have been wide and varied.

For example, as we consider the 75th Anniversary of the birth of Kiwanis, it is interesting to look back to a resolution adopted by the 1922 convention, which said in part:

Anniversary Week

> In view of the success which crowned the efforts in 1922 and the great good which may be accomplished by holding a meeting early in the administration of new local club officers, in which attention is specifically called to the ideals, aims, and purposes of Kiwanis, the committee recommends that Anniversary Week be made an annual event, and that the week in which January 21st occurs each year be designated as Anniversary Week to be celebrated appropriately throughout the entire organization.

One of the resolutions we will consider today deals with the special celebration activities associated with the 75th Anniversary. Other resolutions deal with major areas of concern to Kiwanis members and clubs as we seek to respond to the needs of our worldwide "community."

The thanks and appreciation of the committee is extended to all those who have submitted resolutions for consideration, and others are encouraged to become involved in making recommendations for future consideration by Kiwanis International.

Preamble (Exhibit J)

Kiwanis brings together people from around the world who are all united in one common purpose of service when we demonstrate our concern for children throughout the world. It makes no difference which part of the world we live in . . . because we live in it together! The resolutions presented here carry on with the tradition of service set forth in our first 75 years of existence, and can provide us with a framework for guidance as we look to the future. Together, we will be giving clubs new methods to help our youth strive for excellence. We must work to . . . ENCOURAGE EXCELLENCE.

PROPOSED RESOLUTION ON (Exhibit K)

TOBACCO USE & NICOTINE ADDICTION

WHEREAS habitual use of tobacco in any form is recognized as a major cause of cancer, emphysema and cardiac deaths; and

WHEREAS the public spotlight has been focused on the tar content of cigarettes; and

WHEREAS it now has been established that the nicotine in tobacco is a highly addictive drug, and is responsible for making habitual use very difficult to stop; and

WHEREAS it is important that young people be alerted to the addictive nature of nicotine, as a primary deterrent to their choosing to use tobacco; and

WHEREAS the Pacific Northwest District has recommended that Kiwanis International endorse and support such a deterrence program by all Clubs; therefore

BE IT RESOLVED THAT:

1. All Clubs in Kiwanis International, through their Youth Services and Sponsored Youth committees, give special emphasis to the health hazards of tobacco use, and the fact that nicotine is a highly addictive drug, as deterrents to youth in deciding whether to use tobacco; and

2. Kiwanis International endorse and give central support to this deterrence program.

Submitted by the Kiwanis Club of Kent, Washington

PROMOTION OF FIRE SAFETY

(Submitted by the Kiwanis Club of Lake Tahoe)

We have the finest fire fighters in the world and the highest technology in modern fire fighting equipment, and yet, we have the worst fire record of any industrialized nation.

There are almost 6000 fire deaths annually. Tragedy and pain mar the lives of thousands of Americans seriously burned each year. Nothing can come close to replacing the lives lost and possessions destroyed in fires.

Approximately 50% of those killed in fires are the elderly, the handicapped, intoxicated, or children. There is an average of 4 children dying each day from fire.

In the next 10-15 years, 75-90% of fire problems will occur in structures built before 1985. Hundreds of homes are lost each year to wildfires due to a lack of fire safe clearances and carelessness in our wildlands.

NOW THEREFORE, BE IT RESOLVED, that all Kiwanians are encouraged to establish and promote a positive fire safety and burn prevention program within the community by utilizing resources, knowledge and authority available through Federal, State, County and local agencies, together with professional associations and others to create, develop, implement and evaluate [redacted] a public fire safety and burn prevention education program.

HUMAN AND SPRITUAL VALUES

Television today exerts tremendous influence upon its audiences, especially youth, for both good and bad. In recent years the language on many programs has become increasingly abusive and offensive. It is not uncommon to hear the name of God, Jesus Christ, or the Holy Spirit used in a profane way. The Objects of Kiwanis encourages us "to give primacy to the human and spiritual, rather than the material values of life." Kiwanians must assume leadership in encouraging and supporting the promotion of decent language in television programming.

THEREFORE, BE IT RESOLVED That:

1. Kiwanis International promote projects that inform corporate sponsors of their moral responsibility to protect the high ideals and objectives embraced by Kiwanians.

2. Each Kiwanis club respectfully petition large corporations to enter upon their corporate policy that they will refrain from the sponsoring of or advertising on any television program which uses abusive and offensive language pertaining to the leader or diety of any religion.

Submitted by the Kiwanis Club of Peninsula, Newport News, Virginia

RESOLUTIONS

74th Annual Convention of Kiwanis International
Orlando, Florida • June 25-29, 1989

Proposed resolutions will be presented for action by the delegates to the 74th Annual Convention of Kiwanis International in Orlando, Florida, June 25-29, 1989, and are not effective unless adopted by the delegate body. They are presented by the International Committee on Resolutions in accordance with the International Bylaws and are recommended by the Committee on Resolutions.

Confidential—not for republication or editorial comment

Paul E. Tomshany, Chairman
International Committee on Resolutions
1971 Parker
Dexter, Michigan 48130

Introduction

From the very beginnings of Kiwanis conventions, resolutions have been used to express the "thinking...of the Kiwanis membership." The spirit of resolutions previously adopted continues in effect to the extent that they are applicable. The process provides an orderly method for clubs to bring "timely and critical issues to the delegate body." The subjects covered by resolutions over the years have been wide and varied.

For example, as we consider the 75th Anniversary of the birth of Kiwanis, it is interesting to look back to a resolution adopted by the 1922 convention, which said in part:

Anniversary Week

In view of the success which crowned the efforts in 1922 and the great good which may be accomplished by holding a meeting early in the administration of new local club officers, in which attention is specifically called to the ideals, aims, and purposes of Kiwanis, the committee recommends that Anniversary Week be made an annual event, and that the week in which January 21st occurs each year be designated as Anniversary Week to be celebrated appropriately throughout the entire organization.

One of the resolutions we will consider today deals with the special celebration activities associated with the 75th Anniversary. Other resolutions deal with major areas of concern to Kiwanis members and clubs as we seek to respond to the needs of our worldwide "community."

The thanks and appreciation of the committee is extended to all those who have submitted resolutions for consideration, and others are encouraged to become involved in making recommendations for future consideration by Kiwanis International.

Preamble

Kiwanis brings together people from around the world who are all united in one common purpose of *service* when we demonstrate our concern for children throughout the world. It makes *no* difference which part of the world we live in...*because we live in it together!* The resolutions presented here carry on with the tradition of service set forth in our first 75 years of existence, and can provide us with a framework for guidance as we look to the future. Together, we will be giving clubs new methods to help our youth strive for excellence. We must work to...**Encourage Excellence.**

1. Encourage Excellence

The Kiwanis tradition of service to youth stretches back to our very beginnings. Today, young people still need the help we can offer. We need to show young people what they can do; what they can take pride in; what they can accomplish; and what their accomplishments can mean to themselves, and to others.

The problems of the young people in our society are of grave concern to all of us. Many students place their social needs above academics. Gifted and talented youth often feel academically unchallenged. Drug abuse, dropping out of school, and a general lack of respect and values demonstrate the urgent need our young people have for guidance. Kiwanis can offer positive guidance to young people through leadership training programs and other activities that develop a positive self-concept, academic skills, and citizenship.

THEREFORE, BE IT RESOLVED That:

All Kiwanis clubs support the 1989-90 Major Emphasis Program ***Encourage Excellence*** *by implementing new projects that encourage youth to achieve:*

1. *Excellence in personal character to conquer the challenges of today.*
2. *Excellence in academic and career accomplishments that help them fulfill their potential.*
3. *Excellence in leadership skills that will make them effective and responsible citizens throughout their lives.*

2. Build A Drug-Free World

Drugs harmful to health pose one of the greatest threats to our existence. Each year, countless thousands of persons worldwide are adversely affected by or die in drug-related incidents.

As to our youth—each nation's most precious resource—drug abuse interferes with learning, alters personality, and injures health. For unfortunate infants born to mothers using harmful drugs, life begins with the torturous pain of drug withdrawal and possible permanent disabilities. Family life suffers when any member becomes addicted. For all persons, standards of living decrease as employee absenteeism and poor workmanship increase the cost of all consumer products. Illicit drugs are closely tied to crimes and other illegal activities.

THEREFORE, BE IT RESOLVED That:

Each Kiwanian and Kiwanis club help build a drug-free world and join the battle to prevent the use of harmful, illegal, or addictive drugs by developing and/or promoting programs which:

1. *Prevent drug experimentation and abuse.*
2. *Increase, through community education, the awareness of the dangers of drug use and abuse.*
3. *Focus public attention on the importance of fostering a widespread attitude of intolerance for harmful, illegal, or addictive drugs and their use throughout all segments of society.*
4. *Examine and emphasize the essential roles and responsibilities of youth, parents, family, schools, governments, and society in the prevention of the basic causes of drug abuse and in the provision for successful treatments.*

3. Child Safety

Childhood accidents know no national boundaries. In a number of Kiwanis areas, more children die annually from preventable injuries than from all childhood diseases combined, and hundreds of thousands of children sustain permanent disabilities or serious injuries from preventable accidents. Medical authorities report that most of these deaths, disabilities, and injuries can be prevented by proper education and safety precautions. The major areas in which children are at great risk for injury include traffic and pedestrian accidents, burns, falls, drowning, choking, and poisoning.

Kiwanis International, concerned about child safety, has joined the National Coalition to Prevent Childhood Injury, so that clubs can participate in the child safety program "Safe Kids Are No Accident." This program applies to the worldwide need to foster child safety.

Kiwanis clubs must recognize the need to make parents and children aware of potential dangers and to educate them in accident prevention. A partial list of programs that promote child safety includes wearing bike helmets, use of seat belts and approved toddler car seats, bicycle rodeos, swimming lessons, safety cities, proper home safety precautions, use of smoke detectors, and keeping medicines and poisonous substances out of the reach of children.

Proper care received in modern pediatric trauma facilities and the teaching of first aid and cardiopulmonary resuscitation also save lives and minimize the effects of serious injuries.

THEREFORE, BE IT RESOLVED That:

Kiwanis clubs cooperate in carrying out the program "Safe Kids Are No Accident," and, during the coming year, every Kiwanis club sponsor at least one additional community-based program promoting child safety.

4. Eliminate Graffiti and Litter

Most efforts concerning environmental awareness in our society are directed toward perpetuation of our natural resources, typically through conservation measures. While this is clearly a worthwhile endeavor, there is a significant amount of destruction and detraction by vandalism; insensitive graffiti placed on public places, buildings, and conveyances; and litter on property and along highways and waterways. Objectionable spray-painted expressions and discarded plastic and paper materials, bottles and cans are obvious examples of environmental clutter.

A campaign of action is needed to educate and generate personal pride in the beauty of an un-littered appearance everywhere, so that no one need apologize for the thoughtless actions of a few.

THEREFORE, BE IT RESOLVED That:

Kiwanis clubs and Kiwanians everywhere develop programs, projects, and promotional activities that will result in the clean-up and restoration of vandalized and litter-strewn areas.

5. Geography and Foreign Language Education For World Understanding

Educational studies conducted in many Kiwanis nations have shown a steady decrease in the essential geographical knowledge being imparted to their youth and young adults. Local de-emphasis and deletion of curricular requirements, along with the increasing generality of textbooks on place geography, commercial geography, and cultural geography have contributed to the unfamiliarity of young people with their own countries and our planet.

At the same time, many school authorities have lessened their emphasis on foreign languages, comparative government, and related area studies.

In a world in which nations are becoming increasingly interdependent because of the expansion of trade, foreign travel, and the rapidity of transportation and communication, curricular deficiencies in geographic studies and foreign languages make more difficult the enjoyment and appreciation by young people of the benefits and relationships these activities should enhance.

Kiwanians must recognize that the dynamic changes in technology, economics, society, and government currently being experienced profoundly affect the existence of all humanity and the environment of the world. If we are to face the future with an improved hope for peace and understanding worldwide, we need citizens who are enlightened with knowledge about the location, resources, cultures, and languages of their neighbors.

THEREFORE, BE IT RESOLVED That:

1. *Kiwanians everywhere work with local school authorities to improve curricular offerings in geography, foreign languages, and comparative governments and cultures.*
2. *Kiwanis clubs establish liaison with local schools to promote student foreign exchange programs, field trips, travel programs, and speakers in order to encourage friendship, mutual appreciation, and understanding around the world.*
3. *Kiwanis clubs work with local schools to promote participation in Worldwide Kiwanis Week observances which incorporate subjects and speakers on world trade, natural resources, foreign travel, world peace, and international relationships.*

6. 75th Anniversary

Seventy-five years ago, life was given to an organization of businessmen interested in fellowship and service beyond self. From an early endeavor to assist a single underprivileged child, Kiwanis has grown and its humanitarian ideals are now shared among a membership of more than 316,000 men and women in some 73 nations and geographical areas.

The spirit that has prompted this growth and service is found in the Objects of Kiwanis, adopted 65 years ago at the convention in Denver. The Objects serve as inspiring principles to guide our membership in fulfilling our motto, "We Build."

Fifty years ago, the need was recognized to extend Kiwanis service beyond that being reached by individual Kiwanians and their clubs; thus was established the Kiwanis International Foundation, which enables Kiwanis to provide further service.

THEREFORE, BE IT RESOLVED That:

1. *Each Kiwanian use the spirit of the 75th Anniversary to increase pride of membership and strive to translate the Objects of Kiwanis International into daily actions.*
2. *Each Kiwanis club celebrate the 75th Anniversary of Kiwanis with appropriate new service projects and activities and consider a special gift of at least 75 additional hours of community service in recognition of the 75 years which Kiwanis has served.*
3. *Each Kiwanis club celebrate the 50th Anniversary of the Kiwanis International Foundation by encouraging special contributions and educating members about the role the Foundation plays in the functioning of Kiwanis.*
4. *Each Kiwanis club properly recognize the 75th Anniversary of Kiwanis.*
5. *Each Kiwanis district make a special effort to be appropriately represented in Detroit, Michigan, January 20-21, 1990, for the official 75th birthday celebration.*

REPORT OF THE AD HOC COMMITTEE ON THE RELATIONSHIP BETWEEN KIWANIS INTERNATIONAL AND THE KIWANIS INTERNATIONAL FOUNDATION

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 3-7, 1989

Date of the Committee Meeting: April 1-2, 1989

Place of the Committee Meeting: International Office, Indianapolis, Indiana

Present: Chairman - Noris A. Lusche
Members - W. Donald Goodfellow, Q.C., R. Tyler Bland Jr., L.A. "Larry" Hapgood
Kevin W. Krepinevich, James L. Sheets
Other - William A. "Bill" Thacher

The Ad Hoc Committee reviewed a full range of concerns related to program emphasis and development as well as principles of fund-raising as they pertain to the relationship between Kiwanis International and the Kiwanis International Foundation.

The committee suggests the following principals in this area for the full consideration of both organizations:

Principal #1. The Kiwanis International Foundation has fund-raising obligations to support Kiwanis-related activities which may properly come within the statement of purpose of the Kiwanis International Foundation as expressed in Article II of the Bylaws of the Kiwanis International Foundation. The heading of this article is, "The Objects for which the corporation is formed."

Principal #2. Both Kiwanis International and the Kiwanis International Foundation recognize the need for long range programs on which to place agreed-upon appropriate efforts by both organizations.

Principal #3. Kiwanis International should develop such programs which may be a part of or separate from the Major Emphasis Program.

The Committee looked further at the urgency at present to implement these above mentioned principles for the following reasons at this time:

- The 75th Anniversary of Kiwanis International is nearly upon us as the anniversary year actually begins October 1, 1989.

- Both Kiwanis International and the Kiwanis International Foundation most sincerely want both organizations to fully participate in writing the success story of the 75th Anniversary year efforts.

- The Kiwanis International Foundation has already committed its fund raising efforts toward raising substantial amounts of money in support of Kiwanis-related activities. The fund-raising efforts should be directly tied to the 75th Anniversary observance.

- The Kiwanis International Foundation Long-Range Planning Committee has, after full consideration, determined that a long-term focus provides the best opportunity for success in long-term fund-raising.

- The Kiwanis International Foundation Long Range Planning Committee has also recognized that a single service focus, appropriate especially during the 75th Anniversary year, as well as for the future, provides the most attractive method to approach Kiwanis and non-Kiwanis entities for donations to the Kiwanis International Foundation in support of such a single focus of Kiwanis.

- The Kiwanis International Foundation has carefully noted that Kiwanis International has endorsed and/or promoted some types of drug (substance) awareness programs since its inception the Operation Drug Alert Major Emphasis Program in 1967. There is a reference to such efforts as being a logical part of the current 1988-89 Major Emphasis Program as contained in the project manual.

- Such a program emphasis has proven to be a concern of Kiwanis and others world-wide. President-elect Noris informal survey of selected leaders placed a concern for substance-abuse second among the top concerns with AIDS being first. It too is agreed by many to have close ties to substance abuse as the reason for the increase in the number of AIDS diagnosed cases are studied and evaluated.

- The Kiwanis International Foundation has already suggested to Kiwanis International that should Kiwanis International wish to continue its efforts in the drug (substance-abuse) awareness program, then the Kiwanis International Foundation stands ready to give its full support by raising funds for such a continuing effort. Foundation members of the AD HOC Committee believe, as further evidence of its willingness to help, that the Kiwanis International Foundation Board would be willing to entertain a Kiwanis International request for specific help in providing funds deemed necessary to supplement the time required of Kiwanis International's professional staff in order to make such an awareness program possible.

- The Ad Hoc Committee agrees that such a program can be an attractive focus for Kiwanis International and also provide a very attractive focus for fund-raising for the Kiwanis International Foundation as well.

• The committee believes this focus is compatible with the MEP developed by KI for the 75th Anniversary year. The availability of substance abuse materials already developed has been mentioned by President-elect Noris in his remarks to his Governors-elect at their training conference just recently concluded.

• The committee also feels that embracing the substance abuse awareness effort as a possible fund-raising focus for the KIF should not be a replacement of or a substitute for the MEP and other Kiwanis programs during the 75th Anniversary year but rather such a program effort should be a supplementary program which can further enhance local club acceptance of and a full promotional focus upon the many aspects of the MEP and other Kiwanis programs compatible with it.

Therefore, again because of the urgency of implementing the four basic principles stated at the beginning of this report, the committee makes the following recommendation:

Recommendation #1

The Ad Hoc Committee recommends that a substance abuse theme be a long term facet of the Kiwanis International Major Emphasis Program and that,

Kiwanis International request the Kiwanis International Foundation to develop a long-term fund-raising program to support this theme and that,

The fund-raising for the substance abuse theme shall be in addition to current fund-raising programs for the financial support given to related Kiwanis programs or activities and that,

Any additional staff expense incurred by Kiwanis International for the initial start up for such a program emphasis be submitted to the Kiwanis International Foundation for reimbursement.

(Referred to Board Committee on Education and Program Development for further study)

Distribution of grants

In accordance with the objects of the Kiwanis International Foundation, it is believed by the committee that the funds that are raised by the Kiwanis International Foundation should be used solely for Kiwanis-related activities.

Recommendation #2

The Committee recommends that Kiwanis International request the Kiwanis International Foundation to agree to direct grants solely to Kiwanis-related activities.

(Referred to Board Committee on Administration for further study)

Concepts Regarding the Relationship Between Kiwanis International and the Kiwanis International Foundation

The committee began reviewing the concepts statements suggested by the Kiwanis International Foundation Attachment A and will continue to review those concepts at the next committee meeting.

Relationship of the foundation staff to the International Office

The committee has asked the Foundation Administrator and the International Secretary to develop guidelines to define the relationship of the operation of the Foundation staff in relation to the international office. The committee has also requested the Foundation Administrator and the International Secretary to review concept # 7 as it pertains to the guidelines. These guidelines should be available at the next meeting of the committee for review.

Internationalization

The committee discussed the desireability of having more non-U.S. members serve on the Kiwanis International Foundation Board to hopefully expand the base of current donations. The committee is aware that for this to work the Kiwanis International Foundation Board needs to be willing to assume costs associated with such a venture and that the Kiwanis International Board will need to be willing to appoint non-U.S. members to the Foundation Board.

Recommendation #3

The Committee recommends that the Kiwanis International Board and the Kiwanis International Foundation Board work together to identify and appoint non-U.S. members to the Kiwanis International Foundation Board to assist the foundation with its internationalization and fund-raising activities.

(Referred to Board Committee on Member Services and International Extension for further study.)

International fund-raising

The committee discussed the Kiwanis International Foundation's efforts to research the feasibility of establishing bank accounts in the foundation's name in countries throughout the world. As part of the feasibility study, questions regarding tax laws and tax status are being pursued especially in relationship to U.S. tax laws.

The committee requested the Kiwanis International Foundation to take whatever steps are necessary to investigate the registration procedures and the prerequisites to obtain favorable tax status in non-U.S. countries

Budget

The committee discussed reducing the amount of subsidy provided to the Kiwanis International Foundation by Kiwanis International. The committee requested that the Foundation Administrator and the International Secretary determine a realistic proposal concerning cost allocations to be charged to the foundation. The committee also requested that the proposal would include how those charges would be developed each year. The committee will review this proposal at its next meeting. Once the committee has reviewed the proposal, the committee will consider proposing a plan to reduce Kiwanis International subsidies to the foundation and make a recommendation.

The committee agreed that if this information could be obtained prior to the Kiwanis International Board May meeting that a conference call could be used to gather committee agreement so a recommendation could be forwarded to the Kiwanis International Board.

Next meeting

The committee agreed that it should not plan to meet until both boards had an opportunity to review the committee's work so far and to obtain further direction. It is not anticipated that the committee will plan to meet again until mid-July.

Respectfully submitted,

W. DONALD GOODFELLOW, Q.C.
R. TYLER BLAND JR.
L.A. "LARRY" HAPGOOD
KEVIN W. KREPINEVICH
JAMES L. SHEETS
NORIS A. LUSCHE, Chairman

Concepts Regarding the Relationship

Between Kiwanis International and the Kiwanis International Foundation

1. Kiwanis International and the Kiwanis International Foundation, although separately constituted, are closely aligned by Bylaw and Policy provisions and full cooperation between the two organizations is necessary for total success.

2. It is the intent of the Kiwanis International Foundation to actively support the goals and objectives of Kiwanis International and to establish projects compatible with the objectives of Kiwanis International to enhance its fundraising ability.

3. No change is anticipated in the manner in which the members of the Kiwanis International Foundation Board are selected.

4. The on-going success of Kiwanis International and the Kiwanis International Foundation relationship depends upon the complete understanding on the part of both organizations of the implications of the IRS designations as 501(c) (4) and 501(c) (3) organizations.

5. Since each Kiwanian is a member of the Kiwanis International Foundation, it becomes necessary that there be a joint effort on the part of Kiwanis International and the Kiwanis International Foundation to promote an understanding of this fact.

6. To assist in the furtherance of the agreed upon objectives, Kiwanis International should continue its current practice of having its Executive Committee meet with the Executive Committee of the Kiwanis International Foundation at least once each year.

7. It is the desire of the Kiwanis International Foundation to have its administrative office in the Kiwanis International Office Building and to have its office operations be properly coordinated with Kiwanis International office functions.

8. It is the desire of the Foundation to have all services of the International Office available as needed.

9. The Kiwanis International Foundation will endeavor to schedule its planning and budgeting procedures to coincide with those of Kiwanis International.

10. It is the desire of the Kiwanis International Foundation to determine how the costs of its portion of the International Office operations are to be handled.

11. The Kiwanis International Foundation Board suggests that the International Secretary, in making his reports to the Kiwanis International Board whether written or oral, comment on the current status of the Foundation and its promotional efforts.

AMENDED 9-28-88

MESSAGE OF THE PRESIDENT

to the

INTERNATIONAL BOARD OF TRUSTEES

May 5, 1989

After a very productive January Board Meeting, President-elect Noris Lusche and I traveled to Lucern, Switzerland, to attend the European Federation Board Meeting. While there, I held a regional conference with the seven European District Governors, who were attending the meeting of the European Council. This was a productive meeting with discussions covering the new Kiwanis International Regional Office, services to be furnished by Kiwanis International, Kiwanis materials and supplies, finances, and the reasons for requiring new Federation Bylaws.

The Federation Bylaws Committee has submitted their preliminary draft of the new Federation Bylaws to Kiwanis International for review. The Constitution and Bylaws Committee, chaired by Fay McDonald, reviewed their draft and has proposed the necessary corrections to bring their document into compliance with the Constitution and Bylaws of Kiwanis International.

A joint meeting of the Kiwanis International Committee with representatives from the Federation was held in Indianapolis. Those representing the Federation were President Thor Karlsson, President-elect Willy Ostholt, and Trustee Jacques Fonteyne. The newly revised document was reviewed by the European Federation Board at a special meeting held on April 29. President-elect Noris Lusche attended this meeting since he was in Switzerland to attend the Switzerland-Liechtenstein District Convention.

There have been inquiries from Board members concerning the amount of time required to fulfill the duties of President-elect and President of Kiwanis International. I can only indicate what my experience has been, but I feel that it is similar to that of previous Presidents.

The year as President-elect was one of many long hours working with staff to develop the necessary programs, making assignments of International and Board Committees and District Counselors, convention assignments, gathering speech material, plus many other miscellaneous duties. Other major items completed were the preparation and implementation of the Governors-elect Training Conference, the District Secretaries Meeting, and International Council. In addition, precedent has been set for the President-elect to attend certain functions such as the Kiwanis Cotton States Basketball Classic in Atlanta, Georgia, and a Universal Prayer Breakfast in Knoxville, Tennessee.

Even though most of the preparation work could be done at home, three or four additional visits to the International Office were required to work with staff.

It should be noted that there is a comparable amount of work and visits required of the future First Lady during this period also.

As President-designate, during the months of July, August, and September, five required meetings and conventions were attended in addition to attending my own district convention.

After analyzing my schedule as President for 1988-89, I find there are twenty required events to attend in addition to the scheduled district visits as listed in the Board Policies and Procedures. Each of these additional visits involve two to four days plus travel time.

During my visits to the districts, I find that the local Kiwanians are disappointed in the amount of time allocated for the visits. The schedule usually involves arriving on Friday morning and leaving by noon on Sunday unless it is a midweek visit, which would be scheduled for Tuesday through Thursday. They feel that since the President only visits most districts once every three years, more time should be spent to learn more about their district. More districts are now asking the President to visit several cities within their district in lieu of asking the Kiwanians to gather in one location. This provides a greater exposure for the President but does complicate scheduling at times.

Since most of the President's visits are requested and scheduled in the first nine months of the administrative year (prior to the International Convention), you can easily understand how complicated and full your scheduling of time can become.

Another major item to consider is the amount of mail and telephoning required during the few days that you are home. Even with an efficient secretary in my office at home, who handles the daily mail as it is received, I find my time is consumed handling those items that need my attention.

The time is equally demanding for Jane to fulfill the duties of the First Lady of Kiwanis and almost as time consuming as that of the President. Many long hours are required of Jane to provide the planning, answer and initiate communications, and to provide the associated items needed to fulfill our visit requirements.

The reason that I wanted to include this information in my report is to provide each of you with a better understanding of the time demand that is required of the President-elect and President during their year. I have found that for the past year Kiwanis has become a full time job and will continue to be until the conclusion of the Kiwanis International Convention in Orlando.

After attending the Asia-Pacific Conference in Guam, I have serious concerns on whether the conference accomplishes the goals for which it was originally designed and implemented. In my opinion, there are some serious differences in human and cultural philosophies among the districts. Kiwanis International must re-evaluate the basic reasons for the conference.

There were several items presented and discussed by the delegates to the conference that will require Kiwanis International's attention in the near future. These items are:

1. Approval of a preliminary draft for an Asia-Pacific Federation

2. The concept of changing the Trustee from Region IV every two years

3. Lack of interest and attendance in Kiwanis educational training sessions

I requested and was permitted to hold a regional conference with the Governors from the Asia-Pacific Region. Staff had made an advance request for this meeting but later found that it was not included in the agenda. In the two hours allotted, we were able to discuss growth, the Orlando Convention, and Major Emphasis service programs. I want to commend those from staff who attended the Asia-Pacific Conference for the assistance they gave me and for the Kiwanis work they performed.

In the months since our last Board meeting I have visited twelve districts, conducted two regional conferences, and attended a Federation Board meeting and the Asia-Pacific Conference. In my travels, I have found an exciting response for the International Convention in Orlando, no organized or concentrated opposition to the dues increase, and a continued pattern in increased growth in all parts of the world.

I ask each of you as members of the Kiwanis International Board to consider thoughtfully the ever-changing needs and demands of our organization. We must proceed slowly yet steadily, being careful to consider all ramifications of our actions. As we extend our international growth and services, we must analyze the costs with the results. I ask you to continue to believe in Kiwanis International and to believe in yourselves as we strive to complete the tasks before us. We can achieve if we believe.

Respectfully submitted,

Gene R. Overholt
President

MESSAGE OF THE PRESIDENT-ELECT

to the

INTERNATIONAL BOARD OF TRUSTEES

May 5, 1989

Since our January Board meeting, Jeannie and I have been very busy completing plans for the 1989-90 75th Anniversary year.

The training conference for the 1988-89 Governors-elect was held on March 2 to 5. I am pleased to tell you that evaluations and letters received from the Governors-elect support the feeling of staff, the faculty, and myself that it was a very good conference. Once again, all 45 Governors-elect were present. I am very pleased with the apparent quality of leadership at the district level for 1989-90, and the high degree of enthusiasm demonstrated by this group of leaders.

For the first time, this year video tapes of this conference will be available to the Governors-elect. This is possible because of the video equipment recently purchased by Kiwanis International. I am very pleased with the high quality of the video tapes.

Robert Johnson (Missouri-Arkansas District) was elected Chairman of the 1989-90 Class of Governors, and Steven Scharoff (New York District) was elected to serve as Secretary. John Jenkins (Australia District) received the special "Sparkplug" trophy for his enthusiasm displayed throughout the conference.

On March 16 to 19, I attended the District Secretaries Conference here in Indianapolis. This provided me the opportunity to learn more about operational procedures at the district level. In open discussion, the District Secretaries addressed many problems and concerns they have in common. Some of these will be discussed by Board committees at this meeting.

During this period of time, Jeannie and I were also able to meet with members of staff to finalize some of our plans for 1989-90.

The 1989-90 Major Emphasis project guide has been printed and is available for distribution. I am very pleased with its content and appearance.

The program for Council in October has been finalized, and we anticipate that the new location and format will contribute to the enhancement and enjoyment of Council as well as the image of Kiwanis International.

I have just returned from the Switzerland-Liechtenstein District Convention.

There is a great deal of misinformation being disseminated to Kiwanis members throughout Europe regarding the splitting of the office and duties of the Zurich office. This misinformation is being distributed from one basic source. I am sure this issue will be addressed at this meeting to enable Kiwanis International to present our position and viewpoint on the matter of splitting the office functions.

Also, while I was in Europe, Austin P. Jennings, President of Lions International, talked on Radio Hungary and was also on one of the Swiss TV channels, announcing that Lions International had organized six clubs in Hungary, and also one in Warsaw, Poland. I was asked about this in Switzerland by members of Kiwanis who wanted to know what our plans are for expansion into some of these nations.

I hope that during our 75th anniversary year Kiwanis International will be a "leader" in expanding into one of the nations that are now open to service organizations such as ours.

Immediately following this Board meeting, Jeannie and I will go to Knoxville, Tennessee, where for many years the President-elect has been invited to speak at the annual Knoxville Kiwanis Club Prayer Breakfast. Following this breakfast on May 8, we will return to Indianapolis to spend May 9 and 10 meeting with members of staff and to do the taping for the 1989-90 Major Emphasis film.

With only two exceptions, my presidential visits for 1989-90 have been scheduled, and we are now attempting to work in some requests for special anniversary visits, etc.

Jeannie and I congratulate Gene and Jane Overholt for the outstanding and effective leadership they are giving Kiwanis this year. We hope to build upon this momentum during our 75th Anniversary Year in 1989-90.

Respectfully submitted,

Noris A. Lusche
President-elect

Message of the International Secretary

to the

Kiwanis International Board of Trustees

May 5, 1989

This year Kiwanis International has committed itself to the belief it can achieve its goals. Since we last met, that commitment to achievement has steered us through several short-term goals which will ultimately lead us to long-term success.

During the last three months:

Kiwanis International, under the direction of President-elect Noris Lusche and the Board Committee on Education and Program Development, conducted a successful Governors-elect Training Conference for the 1989-90 leadership team.

The Governors-elect Conference gave us the opportunity to try out the new video taping equipment. Luckily it was only an experiment since President-elect Noris and some of his other speakers talked a little longer than the two hours available on a video tape. We believe our editing ability will improve with experience.

Immediately following the Governors-elect Conference, selected members of the staff worked with the Board Committee on Finance under less than ideal weather conditions. We were able to accomplish a great deal toward finalizing the 1989-90 proposed budget.

The district secretaries shared a weekend with the staff and many interesting items were discussed. The district secretaries were very helpful in identifying items that could help reduce paper-flow, improve services to clubs and districts, and improve cooperation between the International Office and district offices.

The Achievement Committee worked hard with their charge to select the outstanding Kiwanis Clubs for the 1987-88 administrative year. This is probably the quietest Kiwanis International Committee. They sneak in under the cover of darkness like elves. They do their jobs....well. And then they go home. The Committee should be commended on its efforts.

The Ad Hoc Committee, appointed by President Gene, on the relationship between Kiwanis International and the Kiwanis International Foundation began to clarify the relationship between the two entities. The results of the first meeting were presented as a report to the Kiwanis International Board at this meeting.

Extensive materials have been completed and some continue to be constructed promoting the Kiwanis International Constitutional amendment proposing a five (5) dollar per member dues increase. Many different audiences have been contacted, presenting the issues and the needs. Letters have been sent to the Past Presidents, Club Presidents, Governors, Lt. Governors and District Secretaries. Presentations, followed by discussions, were conducted with the district secretaries and the Governors-Elect. Promotional pieces were included in the Bulletin for Kiwanis Officers and the Kiwanis Magazine.

With the help of Fay McDonald and Past President Frank DiNoto, suggested Bylaws for the European Federation were reviewed and revised to be consistent with the Kiwanis International Constitution and Bylaws.

A special meeting was held at the International Office for consideration of these adjustments by the European Federation President Thorbjorn Karlsson, President-elect Willy Ostholt and Board member Jacques Fonteyne. The suggested bylaws, as adjusted, were then returned to the European Federation Board for consideration in late April.

The European Federation Board did not accept the report and have requested further discussions. This means that the proposed European Federation Bylaws will not be presented at the European Federation Convention in June.

Kiwanis International continues to move forward toward the completion of the transition of responsibilities between the European Federation Office and the Kiwanis International Regional Office. European Federation office staff assistance from Egon L'Eplattenier has been non-existent. As a matter of fact, his efforts have been counter-productive in most instances.

A special letter from President Gene has been sent, in four different languages, to club presidents in Europe, explaining the transition. A special edition of the Bulletin for Kiwanis Officers has also been prepared to be sent to every member in Europe explaining the transition. Presently, a special display at the European Federation Convention is scheduled to share with attending Kiwanians programs and services that will soon be available directly from Kiwanis International.

Rene' Chapuis attended the Governors-elect Training Conference and assisted Don Collins in explaining to the European Governors-elect what is occurring in relation to the regional office. This session proved to be productive and gave us the opportunity to correct misconceptions, improve relations and disprove false facts which they had been given previously.

The Asia-Pacific Conference was conducted with the assistance of the International Staff. Prior to the event a fact finding trip on finances was conducted by Don Collins, and we have been able to identify clearly strengths and weaknesses that will need to be addressed. Don Collins has prepared a report that will be available shortly.

The seventy-fifth anniversary of Kiwanis International also has been a priority. Many details of the activities are being finalized and most of the materials will be available for the International Convention in Orlando. The mailing of the promotional kit is scheduled for the beginning of August.

The Long Range Planning Committee and various Board members requested staff to consider new initiatives for the Long Range Plan. Over a period of seven weeks the managers of each department contributed the ideas that were sent to you in advance of this meeting. Please understand that these are only our ideas for discussion.

As you are well aware, any stated item must be accepted by the appropriate Board Committee, and then the item is pursued by first conducting research and a feasibility study.

President Gene cannot be left out of this report. He has kept us hopping as well. Almost as fast as we fax him information, a request, or a question he has an answer back on our desk with at least two questions of his own.

Projects like capital expenditure requests, grant requests, information distribution lists and the like also consumed time and talent. I think we made all of the deadlines.

This period of time has been busier than usual, but I believe that we have achieved a great deal. I have only highlighted the majors. The status report covers most everything else.

Oh yes, we did complete the first step of one other project. We call it the "How may we help you?" project. As you are probably aware, we included with the dues billings a survey of clubs asking how Kiwanis International could better serve them. We are currently collecting this information to develop a report for the Board for consideration. Responses were requested no later than June 1, 1989; a summary report should be available in October.

Thank you for your attention. I hope you don't think I'm complaining, and I know I'm not bragging. I'm just doing what the detective would tell people to do on the old television show Dragnet - "Just presenting the facts."

Respectfully Submitted,

Kevin W. Krepinevich

EXHIBIT #6

REPORT OF THE TREASURER

to the

INTERNATIONAL BOARD OF TRUSTEES

May 3-7, 1989

On March 31, 1989, Kiwanis International had cash and investments totaling $7,000,202. The average current interest rate on investments at March 31, was 9.6%.

Net Account Receivables from clubs and districts for dues, magazine subscriptions and liability insurance premiums totaled $231,700 at March 31, 1989.

The total net surplus (all funds combined) has increased by $343,000 from the beginning of the fiscal year from $9,387,000 to $9,730,000 as of March 31, 1989. The annual budgeted surplus of $131,362 is projected to be $261,000 at September 30, 1989.

Respectfully submitted,

W. J. "Wil" Blechman, M.D.
Treasurer

INTERNATIONAL OFFICE ADMINISTRATIVE ACTION REPORT

Meeting of the Board of Trustees

May 3 - 7, 1989

The following actions have occurred since the last meeting of the Board of Trustees through April 15, 1989. Formal Board approval is required on these actions.

A. **NEW KIWANIS CLUBS PROCESSED.** **(These clubs have been assigned a key number and have been routed.)**

CLUB NAMES	ORGANIZATION DATE	MEMBERSHIP
Hiwassee, Charleston, Tennessee	01-17-89	31
Keene, New Hampshire	01-11-89	29
La Renovacion, Bogota, Colombia	11-10-88	26
Tanglaw Ng Polangui, Philippines	01-16-89	20
Piedmont, Alabama	01-17-89	27
Bayshore, Middletown, New Jersey	01-18-89	25
Plover, Wisconsin	01-25-89	26
Golden K of Ocala, Florida	01-31-89	27
Junction City, Arkansas	01-05-89	34
Clifton Park, New York	01-09-89	32
Orange Golden K, Texas	01-25-89	25
Florence, Arizona	01-26-89	25
Carmel Sunrisers, Indiana	02-09-89	26
Prichard, Alabama	01-26-89	40
Eferding, Austria	02-02-89	21
Ried Im Innkreis, Austria	02-02-89	20
Jamestown, North Carolina	01-05-89	25
Taconic Valley, Berlin, New York	01-24-89	28
Melaka, Malaysia	10-06-88	20
Balibago, Angeles City, Philippines	12-12-88	21
Braine-Le Comte/Soignies, Belgium	02-06-89	20
Hendersonville, Tennessee	01-11-89	27
Standing Stone, Lancaster, Ohio	02-14-89	26
Manila South, Port Area, Philippines	01-19-89	29
Pasay North, San Jose District, Philippines	01-25-89	22
Saint-Chislain En Borinage, Belgium	02-13-89	20
Wohlensee/Bern, Switzerland	02-14-89	20

CLUB NAMES	ORGANIZATION DATE	MEMBERSHIP
Heritage, Rockford, Illinois	01-24-89	35
Clarendon, Arkansas	02-16-89	31
Paradise Valley, Arizona	02-23-89	25
Copper City, Toledo City, Philippines	01-07-89	48
Levittown, Toa Baja, Puerto Rico	01-26-89	20
Lavonia, Georgia	02-14-89	26
Waimea-Kamuela, Hawaii	01-26-89	25
Maquoketa, Iowa	01-25-89	25
Ures-Hermosillo, Mexico	02-20-89	28
Checotah, Oklahoma	01-18-89	28
South Lyon-Golden K, Michigan	01-25-89	25
Ayala 100, Makati, Metro Manila, Philippines	02-17-89	52
Sinukuan, Magalang, Philippines	02-18-89	20
Northern Neck-Kilmarnock, Virginia	01-30-89	26
Tequendama, Bogota, Colombia	02-23-89	20
Horizontes, Bucaramanga, Colombia	03-01-89	28
Yuan Lin, Changhua, Taiwan, R.O.C.	12-30-88	58
Granada-Meta, Colombia	12-12-88	20
Springfield-Golden K, Illinois	03-14-89	26
Taytay, Philippines	02-24-89	24
Mega Stars, Urdaneta, Philippines	02-25-89	22
East Sucat, Paranaque, Metro Manila, Philippines	02-28-89	27
Bordeaux-Chartrons, France	03-02-89	20
Pau Jeanne D'Albret, France	03-02-89	20
Senlis Valois, France	03-06-89	21
Fairfield, New Jersey	03-07-89	25
Pamplona, Colombia	02-06-89	21
Antwerpen 1221, Belgium	03-10-89	21
Lyon Part-Dieu, France	03-13-89	20
Libourne, France	03-15-89	25
Ku Ring Gai, Sydney, Australia	02-16-89	22
Empalme, Mexico	03-21-89	30
Hickory Hills, Illinois	02-15-89	25
Arezzo, Italy	03-20-89	31
Marsala, Italy	03-20-89	25
Novara Monte Rosa, Italy	03-20-89	20
Centro Davao, Davao City, Philippines	02-11-89	20
Rivertown-Kenner, Louisiana	03-28-89	28
Keyser WV Breakfast Club, West Virginia	03-16-89	26
Merriam, Kansas	02-24-89	26
Heflin, Alabama	04-04-89	32
Den Haag, Netherlands	04-04-89	20
Charlottetown-Green Gables, Prince Edward Island, Canada	04-05-89	25

TOTAL: 70

B. **KIWANIS CLUBS REACTIVATED**
(The following clubs were previously placed on Not-Meeting status by district recommendation and have now been reactivated.)

NONE

C. **CLUBS MERGED**
(The following clubs have officially merged.)

CLUB NAME	NAME OF CHARTER RETIRED	EFFECTIVE DATE OF MERGER	MEMBERSHIP
Midvale, UT	Murray, UT	02-09-89	19
Irving, TX	Irving, Midweek, TX	02-01-89	40
Northgate, Seattle, WA	Lake City, Seattle, WA	10-31-88	26
Clarkdale-Verde District, AZ	Cottonwood, AZ	12-03-88	37
Suburban Northwest, Dallas County, TX	Carrollton, TX	10-01-88	47

TOTAL: 5

D. **CLUB NAME CHANGES**
(The following clubs have changed their official names.)

From: North Fond du Lac, Wisconsin
To: Greater Fond du Lac, Wisconsin

From: Algonquin/Lake in the Hills Golden K, Illinois
To: Algonquin, Lake in the Hills, Illinois

From: Jordan Valley, Midvale, Utah
To: Midvale, Utah

From: Edina, Minnesota
To: Edina-Richfield, Minnesota

TOTAL: 4

E. CLUB INCORPORATIONS

(As required by the Kiwanis International Constitution, the following clubs have submitted Articles of Incorporation for approval by the Board of Trustees.)

Poudre Golden K, Ft. Collins, Colorado
Washington County-Sandersville, Georgia
Fort Myers Harborview, Florida
Seal Beach-Coast Line, California
Monroe Breakfast, Michigan
Arvada Golden K, Arvada, Colorado
St. Mary's County, Maryland

F. CLUB FOUNDATIONS

(The following clubs have established non-profit foundations.)

Kiwanis Club of Albuquerque Charitable Foundation
(Kiwanis Club of Albuquerque, New Mexico)

Findlay Kiwanis Foundation, Inc.
(Kiwanis Club of Findlay, Ohio)

Westfield (N.Y.) Kiwanis Foundation, Inc.
(Kiwanis Club of Westfield, New York)

Lake San Marcos Kiwanis Club Foundation, Inc.
(Kiwanis Club of Lake San Marcos, California)

Kiwanis Club of Stroudsburg Scholarship Foundation
(Kiwanis Club of Stroudsburg, Pennsylvania)

G. DISTRICT FOUNDATION AMENDMENTS

None

H. DISTRICT BYLAW AMENDMENTS

None

I. CANCELLED MEETINGS

None

J. **CIRCLE K CLUBS**
(These clubs have been completed since the last Administrative Action Report.)

CLUB & SPONSOR	DATE
Long Island University-Southampton Southampton, NY	01-24-89
Rollins College Winter Park, FL	02-13-89
Governors State University Crete, IL	02-13-89
El Centro College Dallas, TX	02-24-89
Okanagan College High Noon, British Columbia	02-24-89
Samford University Shades Valley, AL	02-24-89
Tarleton State University Stephenville & Lake Granbury, TX	02-24-89
Fort Lewis College Durango, CO	02-28-89
Bridgewater State College East Bridgewater, MA	02-28-89
Ursinus College Norristown, PA	02-28-89
Husson College Bangor, ME	03-02-89
St. Joseph's Teachers College North St. Andrew, Jamaica	03-23-89
Mount Aloysius Junior College Johnstown, PA	04-04-89
Seattle University Downtown Sunrisers, WA	04-04-89
University of Northern Colorado Greeley, CO	04-04-89

TOTAL: 15

K. **KEY CLUBS**
(These clubs have been completed since the last Administrative Action Report.)

NEW CLUB	SPONSOR
Corning Painted Post East High School	Corning New York Inc., NY
Division Avenue High School	Levittown, NY
Chancellor High School	Spotsylvania, VA
Vidalia High School	Trace City, Natchez, MS
Wheaton High School	Wheaton, MD
Monroe High School	Monroe, WA
Union High School	Union, MO
Fellowes Junior High School	Pembroke, ON, Canada
Rampart High School	Jamboree, Colorado Springs, CO
Moorpark High School	Moorpark, CA
Alamo High School	Harlingen, Los Compadres, TX
Boulder High School	Boulder, CO
Watertown High School	Watertown, SD
Clarksville High School	Clarksville, AR
Oakcrest High School	Egg Harbor City, NJ
Thomas Alva Edison High School	Tulsa, OK
Westwood High School	Ishpeming, MI
Gladstone Area High School	Gladstone, MI
East Burke High School	East Burke, Icard, NC
Carpinteria High School	Carpinteria Valley, CA
Humble High School	Humble/Kingwood Area, TX
Glenview Park Secondary High School	Cambridge, ON, Canada
Bonita Vista High School	Bonita, CA
Elizabethtown Area High School	Elizabethtown, PA
Eldorado High School	Las Vegas, NV
Westport High School	Westport, MA
Clara Barton High School	Crown Heights, Brooklyn, NY
Ardsley High School	Ardsley, NY
Cibola High School	Colo-Gila Yuma, AZ
Charleston High School	Hiwassee, Charleston, TN
New Hyde Park Memorial High School	New Hyde Park, NY
Carlsbad High School	Carlsbad, CA
Fort Pierce Westwood High School	Fort Pierce Southside, FL
Wellington High School	Westside, West Palm Beach, FL
Ames High School	Town & Country, Ames, IA
Huntsville High School	Huntsville, AR
Doddridge County High School	Salem, WV
Northwest High School	House Springs, MO
El Camino High School	La Mirada, CA
Wooster High School	Wooster, OH
Ygnacio Valley High School	Walnut Creek, CA
Charles E. Shea High School	Pawtucket, RI
Ed W. Clark High School	Las Vegas Strip, NV
Plainedge High School	Massapequa, NY
Chicago High School for Agriculture Sciences High School	Oak Lawn, IL
Indian Valley High School	Lewistown, PA

NEW CLUB	SPONSOR
Manchester West High School	Queen City, Manchester, NH
West Shores High School	West Shores, Salton City, CA
Santa Fe Technical High School	Santa Fe, NM
Hamilton J. Robichaud High School	Dearborn Heights, MI
El Monte High School	Friendly Cities, Greater El Monte, CA
The Mt. Union Area High School	Mt. Union Area, PA
Flintridge Preparatory High School	La Canada, CA
Foy H. Moody Health & Science High School	Corpus Christi Bay, TX
Waco Christian High School	Waco Seniors, TX
Belleisle Regional High School	Sussex, NB, Canada
Waynesboro Central High School	Waynesboro, MS
West Point High School	West Point, VA
Pensacola High School	Pensacola, FL
Richland Northeast High School	Columbia, SC
Alden Central High School	Alden, NY
Boston Latin School	Boston, MA
Chapin High School	Chapin, SC
Cheyenne Seton High School	Cheyenne, WY
Jones High School	Jones, OK
Hermiston High School	Hermiston, OR
North Side High School	Jackson, TN
Minden High School	Minden, LA
Cornwall Central High School	Cornwall, NY
Judge Memorial CHS High School	Salt Lake City, UT
Greater Latrobe Senior High School	Latrobe, PA
Emma Sansom High School	Gadsden, AL
East Rockaway Jr.-Sr. High School	East Rockaway, NY
Pendleton High School	Pendleton, OR
Red Land High School	New Cumberland, PA
Central High School	Macon, GA
Pe Ell High School	Pe Ell, WA
Redford High School	Detroit Northwest, MI
Temecula Valley High School	Rancho-Temecula-Murrieta, CA
T.R. Robinson Senior High School	Tampa International Airport, FL
Park High School	Estes Park, CO
Martin Van Buren High School	Bellerose-Queens Village, NY
Lisgar Collegiate Institute	Ottawa, ON, Canada
John Glenn High School	Cambridge, OH
St. Helena High School	St. Helena, CA
Graner High School	West Valley, Salt Lake County, UT
Brantley High School	Luverna, AL
Bishop Sullivan Regional High School	Metropolitan, Baton Rouge, LA
Powell High School	Norwood, Knoxville, TN
Huntington North High School	Huntington, Metro, IN
Broken Arrow South Intermediate High School	Broken Arrow, OK
Aquanis Catholic High School	Greater San Bernardino, CA
Watson Chapel High School	Pine Bluff, AR
Austin High School	University Area, Austin, TX
Switzerland County High School	Vevay, IN
Detroit Northern High School	New Center, Detroit, MI
Jonesboro Sr. High School	Jonesboro, GA

NEW CLUBS	SPONSOR
Reynolds Secondary School	Saanich, BC, Canada
Shepherd High School	Billings, Village, Golden "K", M
Bishop Stang High School	New Bedford, MA
Tygarts Valley High School	Elkins, WV
Morris Knolls High School	Denville, NJ
Brother Rice High School	Oak Lawn Golden "K", IL

TOTAL: 103

L. CLUBS RETURNED TO GOOD STANDING FROM SUSPENDED

(Refer to EXHIBIT A for clubs which have been returned to Good Standing from the Suspended list, since the last Administrative Action Report.)

M. CLUBS RETURNED TO GOOD STANDING FROM NOT-MEETING

(Refer to EXHIBIT B for clubs which have been returned to Good Standing from the Not-Meeting list, since the last Administrative Action Report.)

N. ADDITIONAL SUSPENDED CLUBS

(Refer to EXHIBIT C for additional clubs which have been suspended since the last Administrative Action Report.)

O. ADDITIONAL CLUBS NOT-MEETING

(Refer to EXHIBIT D for clubs which have been added to the Not-Meeting list since the last Administrative Action Report. The membership in these clubs have been eliminated from active status.)

P. TOTAL CLUBS NOT IN GOOD STANDING

(Refer to EXHIBIT E for the total number of clubs in this status, including the related total accounts receivable, within each district, as of 04-15-89.)

Q. TOTAL SUSPENDED CLUBS

(Refer to EXHIBIT F for the entire list of clubs in this status, as of 04-15-89.)

R. TOTAL CLUBS NOT-MEETING

(Refer to EXHIBIT G for the entire list of clubs in this status, as of 04-15-89. The membership in these clubs have been eliminated from an active status.)

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	STATUS CHANGED DATE	NO. OF MBRS.	
01	ALABAMA	TROY	K00766	5/08/22	3/09/89	15	
01						15	1
02	CALIF-NEVADA-HAWAII	TECATE, BAJA CALIFORNIA	K08101	9/11/75	1/26/89	8	
02	CALIF-NEVADA-HAWAII	LARCHMONT VILLAGE, LOS AN	K12228	2/09/88	3/10/89	23	
02						31	2
05	FLORIDA	MIAMI-MIDTOWN	K05527	12/12/61	3/15/89	27	
05	FLORIDA	PANAMA CITY NORTHSIDE	K12456	8/30/88	4/06/89	26	
05	FLORIDA	LADY LAKE	K10298	4/11/81	4/13/89	28	
05						81	3
07	ILLINOIS-EASTERN IOWA	MONTCLARE-ELMWOOD PARK	K02001	5/24/34	3/08/89	21	
07	ILLINOIS-EASTERN IOWA	NORTH SHORE, CHICAGO	K00385	1/19/21	3/10/89	44	
07	ILLINOIS-EASTERN IOWA	PORTAGE PARK, CHICAGO	K02345	1/12/40	4/11/89	40	
07						105	3
10	KENTUCKY-TENNESSEE	FT. MITCHELL	K11938	2/12/87	3/10/89	24	
10						24	1
11	LOUISIANA-MISS-W TENN	RANKIN COUNTY, JACKSON	K05669	10/23/62	1/13/89	23	
11						23	1
13	MINNESOTA-DAKOTAS	CHAMBERLAIN	K04745	2/25/57	2/23/89	41	
13						41	1
15	MONTANA	FORT BENTON	K02053	7/12/35	3/15/89	46	
15						46	1
17	NEW ENGLAND	CHICOPEE	K01046	6/03/23	3/09/89	14	
17	NEW ENGLAND	BLOOMFIELD	K05782	9/18/63	3/10/89	20	
17	NEW ENGLAND	MADISON	K01607	11/08/26	3/11/89	30	

EXHIBIT A

KIWANIS CLUBS CHANGED FROM SUSPENDED

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	STATUS CHANGED DATE	NO. OF MBRS.	
17	NEW ENGLAND	WOONSOCKET	K00134	5/17/17	3/15/89	48	
17	NEW ENGLAND	LOWER CONNECTICUT RIVER V	K09944	5/14/80	3/30/89	11	
17	NEW ENGLAND	FAIRHAVEN-MATTAPOISETT	K12286	3/30/88	4/04/89	12	
17						135	6
18	NEW JERSEY	LATIN AMERICAN MID-HUDSON	K11778	8/06/86	3/10/89	38	
18						38	1
19	NEW YORK	HEMPSTEAD	K02091	2/20/36	1/21/89	15	
19	NEW YORK	SOUTH SHORE, STATEN ISLAN	K04920	3/10/58	3/23/89	48	
19	NEW YORK	VERNON	K03492	5/01/50	3/24/89	19	
19	NEW YORK	HARLEM GATEWAY	K12112	9/23/87	3/30/89	6	
19	NEW YORK	CHINATOWN, NEW YORK CITY	K11282	9/06/84	4/14/89	20	
19						108	5
20	OHIO	NORTH JACKSON	K05342	1/11/61	3/23/89	22	
20	OHIO	RIVERFRONT, CINCINNATI	K05768	7/24/63	4/12/89	23	
20						45	2
21	E CANADA AND CARIBBEAN	AURORA-NEWMARKET	K05369	3/21/61	2/09/89	11	
21	E CANADA AND CARIBBEAN	BONAIRE	K09234	6/29/78	2/23/89	11	
21	E CANADA AND CARIBBEAN	CHAGUANAS	K09260	8/10/78	3/08/89	11	
21	E CANADA AND CARIBBEAN	ST. AUGUSTINE	K07771	5/04/75	3/09/89	17	
21	E CANADA AND CARIBBEAN	MAY PEN	K07256	7/09/73	3/10/89	16	
21	E CANADA AND CARIBBEAN	STONY HILL	K12326	5/02/88	3/10/89	23	
21	E CANADA AND CARIBBEAN	CHAPELTON	K07815	7/09/75	3/11/89	6	
21	E CANADA AND CARIBBEAN	UPPER TRELAWNY, ALBERT TO	K07267	7/25/73	3/11/89	12	
21	E CANADA AND CARIBBEAN	EASTVIEW-RUSSELL	K05039	10/30/58	3/15/89	24	
21	E CANADA AND CARIBBEAN	GASPARILLO	K12143	9/29/87	3/30/89	32	
21	E CANADA AND CARIBBEAN	ORILLIA	K01194	3/10/24	4/14/89	39	
21						202	11
22	PACIFIC NORTHWEST	BELLEVUE	K03565	11/01/50	4/02/89	77	
22						77	1
23	PENNSYLVANIA	SOUTH FAYETTE TOWNSHIP	K04734	12/29/56	2/01/89	25	

KIWANIS CLUBS CHANGED FROM SUSPENDED

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	STATUS CHANGED DATE	NO. OF MBRS.	
23						25	1
24	ROCKY MOUNTAIN	BOULDER	K00823	7/28/22	1/14/89	90	
24						90	1
25	SOUTHWEST	DOWNTOWN ALBUQUERQUE	K09567	5/03/79	3/11/89	13	
25	SOUTHWEST	FARMINGTON-EAST	K09810	12/05/79	3/23/89	16	
25						29	2
26	TEXAS-OKLAHOMA	TAFT	K03162	5/26/48	2/22/89	25	
26	TEXAS-OKLAHOMA	TOP O'TEXAS, PAMPA	K04994	7/15/58	2/22/89	17	
26	TEXAS-OKLAHOMA	ORANGE	K03284	3/28/49	3/17/89	30	
26	TEXAS-OKLAHOMA	BROKEN BOW	K07089	9/26/72	3/24/89	13	
26						85	4
27	UTAH-IDAHO	MIDVALE	K02248	9/27/38	4/04/89	19	
27	UTAH-IDAHO	SANTA CLARA	K09027	1/06/78	4/04/89	12	
27						31	2
28	WESTERN CANADA	RED DEER	K03695	8/20/51	3/16/89	46	
28						46	1
31	INT'L EXTENSION	HAFA ADAI, AGANA	K08423	5/12/76	1/07/89	24	
31	INT'L EXTENSION	BOUAKE	K10337	3/03/81	3/09/89	9	
31	INT'L EXTENSION	PETALING JAYA	K11547	8/22/85	3/30/89	24	
31	INT'L EXTENSION	HAMILTON	K06795	6/02/71	4/01/89	27	
31						84	4
33	ANDEAN	AZUERO, CHITRE	K11638	8/04/85	3/24/89	17	
33	ANDEAN	DAVID	K09873	2/28/80	3/24/89	16	
33	ANDEAN	PASTO	K09866	2/25/80	4/01/89	18	
33	ANDEAN	SALAMINA (CALDAS)	K10533	10/01/81	4/14/89	22	

KIWANIS CLUBS CHANGED FROM SUSPENDED

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	STATUS CHANGED DATE	NO. OF MBRS.	
33						73	4
35	NEW ZEALAND-SOUTH PACIFIC	CAMBRIDGE	K10457	9/15/81	3/08/89	17	
35	NEW ZEALAND-SOUTH PACIFIC	MANGERE, AUCKLAND	K09070	2/14/78	3/09/89	11	
35	NEW ZEALAND-SOUTH PACIFIC	WHANGAREI	K06414	8/13/68	3/09/89	16	
35	NEW ZEALAND-SOUTH PACIFIC	PAPAKURA	K08117	8/21/75	3/10/89	37	
35	NEW ZEALAND-SOUTH PACIFIC	PORT HILLS, CHRISTCHURCH	K07509	4/26/74	3/10/89	19	
35	NEW ZEALAND-SOUTH PACIFIC	TAKAPUNA	K06653	7/23/70	3/23/89	22	
35	NEW ZEALAND-SOUTH PACIFIC	FEILDING	K10396	7/01/81	4/04/89	22	
35						144	7
36	PHILIPPINE LUZON	MABALACAT	K07539	6/18/74	1/26/89	19	
36	PHILIPPINE LUZON	SAN PABLO CITY	K07382	1/18/74	3/10/89	26	
36	PHILIPPINE LUZON	WALING-WALING ANTIPOLO	K12188	12/05/87	3/30/89	27	
36	PHILIPPINE LUZON	LUCENA CITY	K07500	5/01/74	4/06/89	32	
36						104	4
42	PHILIPPINE SOUTH	DAVAO CITY	K06279	6/06/67	3/09/89	28	
42						28	1
44	REPUBLIC OF CHINA	TA CH'I, TAO YUAN HSIEN	K12197	12/24/87	1/14/89	25	
44	REPUBLIC OF CHINA	CHIA YI	K09946	4/15/80	4/06/89	60	
44						85	2
GRAND TOTAL						1,795	72

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	STATUS CHANGED DATE	NO. OF MBRS.	
07	ILLINOIS-EASTERN IOWA	CALUMET CITY	K04742	2/15/57	4/15/89	20	
07						20	1
11	LOUISIANA-MISS-W TENN	HUB CITY, HATTIESBURG	K05465	8/31/61	4/11/89	34	
11						34	1
17	NEW ENGLAND	MT. BLUE AREA, FARMINGTON	K07738	3/31/75	3/24/89	21	
17						21	1
19	NEW YORK	MIDDLE VILLAGE	K09799	11/30/79	2/09/89	17	
19	NEW YORK	SAG HARBOR, NEW YORK	K12099	9/10/87	2/09/89	34	
19	NEW YORK	CHEEKTOWAGA	K03910	12/03/52	2/10/89	9	
19	NEW YORK	NIAGARA FALLS	K00084	12/12/18	3/08/89	16	
19	NEW YORK	EL BARRIO OF EAST HARLEM	K12018	6/11/87	3/30/89	27	
19	NEW YORK	MORRISANIA	K11433	4/09/85	4/06/89	9	
19						112	6
20	OHIO	MENTOR	K04620	5/14/56	3/10/89	17	
20						17	1
21	E CANADA AND CARIBBEAN	SPANISH TOWN	K07412	3/07/74	2/01/89	23	
21	E CANADA AND CARIBBEAN	METROPOLITAN EAST, MONTRE	K06187	11/07/66	2/16/89	13	
21	E CANADA AND CARIBBEAN	ALEXANDRIA	K08650	2/03/77	3/23/89	7	
21						43	3
27	UTAH-IDAHO	SPANISH FORK	K00626	11/17/21	2/18/89	18	
27						18	1
31	INT'L EXTENSION	COLOMBO CITY	K10806	9/30/82	2/01/89	28	
31						28	1
33	ANDEAN	LA CRUZ-NARINO	K12246	2/05/88	2/02/89	3	

EXHIBIT B

KIWANIS CLUBS CHANGED FROM NOT-MEETING

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	STATUS CHANGED DATE	NO. OF MBRS.	
33	ANDEAN	TULCAN	K12201	12/10/87	2/02/89	2	
33	ANDEAN	MANTA	K09940	5/01/80	2/28/89	15	
33	ANDEAN	GIRARDOT	K08370	5/24/76	3/08/89	12	
33	ANDEAN	CALI	K06543	8/05/69	3/09/89	13	
33	ANDEAN	FUSACATAN, FUSAGASUGA	K11780	8/08/86	3/09/89	25	
33	ANDEAN	PORTOVIEJO, MANABI	K09526	3/18/79	3/09/89	29	
33						99	7
35	NEW ZEALAND-SOUTH PACIFIC	CAP 320, HOUAILOU	K09678	9/06/79	2/16/89	14	
35						14	1
42	PHILIPPINE SOUTH	ILIGAN CITY	K06818	5/20/71	2/01/89	29	
42	PHILIPPINE SOUTH	MIAGAO TOWN	K11933	11/11/87	2/01/89	4	
42	PHILIPPINE SOUTH	KALINAN	K11908	10/18/86	2/16/89	28	
42	PHILIPPINE SOUTH	SARANGANI BAY, GENERAL SA	K08774	8/01/77	2/22/89	15	
42						76	4
44	REPUBLIC OF CHINA	CHUNG LI CITY	K12204	10/31/87	2/01/89	37	
44	REPUBLIC OF CHINA	LI MIN, TAICHUNG	K12169	10/05/87	2/01/89	34	
44	REPUBLIC OF CHINA	PAN CHIAO, TAIPEI HSIEN	K12170	10/15/87	2/01/89	30	
44	REPUBLIC OF CHINA	PHOENIX, TAINAN HSIEN	K12168	10/01/87	2/01/89	40	
44	REPUBLIC OF CHINA	HUA TAN	K12048	5/02/87	2/25/89	69	
44						210	5
GRAND TOTAL						692	32

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
02	CALIF-NEVADA-HAWAII	CLOVIS WEST	K12153	11/20/87	2/28/89	18		223.55
02	CALIF-NEVADA-HAWAII	COLISEUM, LOS ANGELES	K12460	8/11/88	2/28/89	27		440.59
02	CALIF-NEVADA-HAWAII	DESERT HOT SPRINGS	K11516	8/13/85	2/28/89	15		159.65
02	CALIF-NEVADA-HAWAII	WILLIAMS	K01350	3/04/25	2/28/89	30		394.50
02	CALIF-NEVADA-HAWAII	PHIL-AM, LOS ANGELES	K11853	9/26/86	3/14/89	16		420.80
02						106	5	1,639.09
03	CAPITAL	GREATER LAUREL	K11935	2/10/87	2/28/89	18		223.55
03						18	1	223.55
05	FLORIDA	FLAMINGO-HIALEAH	K11400	2/21/85	2/28/89	40		555.20
05	FLORIDA	MIAMI-BAYSIDE	K03464	8/31/61	2/28/89	13		131.50
05						53	2	686.70
07	ILLINOIS-EASTERN IOWA	MONTICELLO	K11923	1/13/87	2/28/89	9		26.30
07	ILLINOIS-EASTERN IOWA	WEST JOLIET	K10472	9/22/81	2/28/89	19		52.60
07						28	2	78.90
11	LOUISIANA-MISS-W TENN	EAST GENTILLY, NEW ORLEAN	K04838	8/28/57	2/28/89	14		92.05
11						14	1	92.05
14	MISSOURI-ARKANSAS	ELAINE	K03501	5/24/50	2/28/89	11		236.70
14	MISSOURI-ARKANSAS	SOUTH INDEPENDENCE	K12496	9/22/88	2/28/89	26		341.90
14	MISSOURI-ARKANSAS	FAYETTEVILLE MALL	K12531	9/29/88	4/01/89	25		341.90
14						62	3	920.50
16	NEBRASKA-IOWA	ALBIA	K12272	3/24/88	2/28/89	30		447.10
16						30	1	447.10
17	NEW ENGLAND	SHELTON-DERBY	K01181	2/22/24	2/28/89	24		328.75
17						24	1	328.75

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ADDITIONAL SUSPENDED CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
18	NEW JERSEY	LONG BRANCH	K12237	2/23/88	2/28/89	11		218.85
18	NEW JERSEY	PAULSBORO	K01172	1/29/24	2/28/89	16		210.40
18	NEW JERSEY	ROXBURY-SUCCASUNNA	K02801	9/09/46	2/28/89	25		238.00
18						52	3	667.25
19	NEW YORK	J F K AIRPORT, NEW YORK C	K12148	9/30/87	2/28/89	7		460.25
19						7	1	460.25
21	E CANADA AND CARIBBEAN	JUNCTION	K09729	9/28/79	2/08/89	9		87.50
21	E CANADA AND CARIBBEAN	SANTA CRUZ	K07550	8/13/74	2/08/89	15		148.75
21	E CANADA AND CARIBBEAN	ANCHOVY-CAMBRIDGE	K09214	6/12/78	2/28/89	9		41.25
21	E CANADA AND CARIBBEAN	BALACLAVA	K09098	3/02/78	2/28/89	14		3.75
21	E CANADA AND CARIBBEAN	CARLINGWOOD, OTTAWA	K04865	10/17/57	2/28/89	21		255.50
21	E CANADA AND CARIBBEAN	D'ABADIE	K12453	8/16/88	2/28/89	27		270.81
21	E CANADA AND CARIBBEAN	KEMPENFELT BAY, BARRIE	K05326	11/30/60	2/28/89	23		21.32
21	E CANADA AND CARIBBEAN	O'MEARA-ARIMA	K12117	9/24/87	2/28/89	29		298.75
21	E CANADA AND CARIBBEAN	QUINTE, BELLEVILLE	K05891	4/27/64	2/28/89	16		109.75
21	E CANADA AND CARIBBEAN	SAN JOSE	K12347	4/28/88	2/28/89	25		364.95
21	E CANADA AND CARIBBEAN	ST. THOMAS	K07039	8/30/72	2/28/89	12		120.00
21	E CANADA AND CARIBBEAN	TUNAPUNA	K12119	9/27/87	2/28/89	30		230.54
21						230	12	1,945.37
25	SOUTHWEST	LOS ALTOS, ALBUQUERQUE	K06875	11/30/71	2/28/89	7		77.06
25	SOUTHWEST	LOVINGTON	K03999	6/04/53	2/28/89	29		453.75
25						36	2	530.81
26	TEXAS-OKLAHOMA	BOGATA	K12193	12/15/87	2/28/89	36		333.40
26	TEXAS-OKLAHOMA	BORGER	K02613	6/04/45	2/28/89	22		216.70
26						58	2	550.10
29	WEST VIRGINIA	SOUTH BERKELEY, INWOOD	K12192	12/08/87	2/28/89	15		236.39
29						15	1	236.39
30	WISCONSIN-UPPER MICH	TOMAHAWK AREA	K12510	9/27/88	4/01/89	26		341.90

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ADDITIONAL SUSPENDED CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
30						26	1	341.90
31	INT'L EXTENSION	AMMAN	K08718	3/29/77	2/28/89	23		172.50
31	INT'L EXTENSION	COMOROS, COMOROS REPUBLIC	K11288	8/21/84	2/28/89	16		177.40
31	INT'L EXTENSION	HAN YANG, SEOUL	K10720	4/11/82	2/28/89	37		555.00
31	INT'L EXTENSION	HWARANG, SEOUL	K12397	6/25/88	2/28/89	25		101.25
31	INT'L EXTENSION	KOWLOON	K07185	3/22/73	2/28/89	7		57.50
31	INT'L EXTENSION	MOKPO	K11759	4/10/86	2/28/89	20		300.00
31	INT'L EXTENSION	NAMSAN, SEOUL	K09996	6/14/80	2/28/89	27		405.00
31	INT'L EXTENSION	SAE HANGANG, SEOUL	K12255	2/22/88	2/28/89	48		189.50
31	INT'L EXTENSION	SALTA	K06663	8/16/70	2/28/89	28		210.00
31	INT'L EXTENSION	SFAX	K10951	5/10/83	2/28/89	23		180.00
31	INT'L EXTENSION	SUH SEOUL	K12180	11/03/87	2/28/89	32		235.75
31	INT'L EXTENSION	IBN KHALDOUN	K11280	7/04/84	4/05/89	36		892.50
31	INT'L EXTENSION	SIDI BOUSAID	K10676	3/30/82	4/05/89	28		442.50
31	INT'L EXTENSION	TUNIS	K09974	6/03/80	4/05/89	37		810.00
31						387	14	4,728.90
33	ANDEAN	AMBATO	K09048	1/25/78	2/28/89	14		545.14
33	ANDEAN	GUAYAQUIL-EL DORADO	K11821	9/10/86	2/28/89	10		172.50
33	ANDEAN	LA CEIBA, CALI	K12319	4/15/88	2/28/89	20		288.00
33	ANDEAN	LA MONTANA, MEDELLIN	K08850	9/10/77	2/28/89	16		210.00
33	ANDEAN	PACIFICO, BUENAVENTURA	K12398	5/19/88	2/28/89	14		133.37
33	ANDEAN	POPAYAN	K12318	6/01/88	2/28/89	25		108.30
33	ANDEAN	QUILICHAO	K12480	8/18/88	2/28/89	30		175.60
33	ANDEAN	QUITO	K06662	7/28/70	2/28/89	34		75.00
33	ANDEAN	SAN VINCENTE DE CHUCURI	K10815	10/01/82	2/28/89	24		203.37
33						187	9	1,911.28
34	AUSTRALIA	FRANKSTON	K11510	8/06/85	2/28/89	13		97.50
34						13	1	97.50
35	NEW ZEALAND-SOUTH PACIFIC	VAHINE PAPEETE-TAHITI	K12414	6/29/88	2/28/89	33		247.50
35	NEW ZEALAND-SOUTH PACIFIC	WAINUIOMATA	K12058	8/05/87	2/28/89	24		.00
35						57	2	247.50
36	PHILIPPINE LUZON	AMPUTI LAYAG, SAN CARLOS	K12156	10/04/87	2/28/89	19		202.50
36	PHILIPPINE LUZON	ANTIPOLO CENTRAL	K12329	5/13/88	2/28/89	31		232.50

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ADDITIONAL SUSPENDED CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
36	PHILIPPINE LUZON	ANTIPOLO WEST	K11867	10/01/86	2/28/89	33		237.15
36	PHILIPPINE LUZON	ANTIPOLO-SOUTH	K10944	5/16/83	2/28/89	40		405.00
36	PHILIPPINE LUZON	BAAO	K09682	8/26/79	2/28/89	29		174.60
36	PHILIPPINE LUZON	BACLARAN, PARANAQUE, METR	K12371	6/11/88	2/28/89	33		247.50
36	PHILIPPINE LUZON	BANGUS CITY, DAGUPAN CITY	K12298	4/08/88	2/28/89	21		302.40
36	PHILIPPINE LUZON	CABANATUAN CITY	K07530	6/12/74	2/28/89	29		262.50
36	PHILIPPINE LUZON	CALAUAG	K10315	2/20/81	2/28/89	12		90.00
36	PHILIPPINE LUZON	CHRYSANTHEMUM, SAN PEDRO	K11789	8/16/86	2/28/89	19		189.11
36	PHILIPPINE LUZON	CUBAO, QUEZON CITY	K09042	12/20/77	2/28/89	17		90.00
36	PHILIPPINE LUZON	DAET	K07612	9/30/74	2/28/89	18		71.32
36	PHILIPPINE LUZON	DAGUPAN CITY	K07375	11/17/73	2/28/89	16		72.75
36	PHILIPPINE LUZON	FREEDOM PARK, MALACANANG,	K12459	8/30/88	2/28/89	20		40.60
36	PHILIPPINE LUZON	GERONA, TARLAC	K10810	10/01/82	2/28/89	19		10.00
36	PHILIPPINE LUZON	GREATER SUCAT	K11410	3/13/85	2/28/89	16		140.00
36	PHILIPPINE LUZON	GREATER URDANETA	K12446	8/24/88	2/28/89	20		40.60
36	PHILIPPINE LUZON	GUIMBA	K09022	10/17/77	2/28/89	25		232.50
36	PHILIPPINE LUZON	INDANG, CAVITE	K10531	10/01/81	2/28/89	13		97.50
36	PHILIPPINE LUZON	INTER-CITY HOMES, MUNTINL	K12393	7/03/88	2/28/89	24		240.00
36	PHILIPPINE LUZON	KATIPUNAN, LOYOLA HEIGHTS	K12409	7/15/88	2/28/89	16		157.50
36	PHILIPPINE LUZON	MANILA NORTH	K11575	10/01/85	2/28/89	11		120.00
36	PHILIPPINE LUZON	MUNTINLUPA, RIZAL	K08265	2/14/76	2/28/89	26		195.00
36	PHILIPPINE LUZON	NAVOTAS, METRO MANILA	K10751	7/26/82	2/28/89	18		135.00
36	PHILIPPINE LUZON	PACITA COMPLEX, SAN PEDRO	K10978	7/23/83	2/28/89	33		270.00
36	PHILIPPINE LUZON	PASAY CITY	K06637	5/29/70	2/28/89	18		110.00
36	PHILIPPINE LUZON	QUEZON CITY NORTH, LAGRO	K12394	7/03/88	2/28/89	9		133.65
36	PHILIPPINE LUZON	SAN FERNANDO	K08488	8/04/76	2/28/89	17		127.50
36	PHILIPPINE LUZON	SAN JUAN, RIZAL	K07559	8/05/74	2/28/89	13		112.50
36	PHILIPPINE LUZON	SAN MANUEL BUILDERS	K12449	8/27/88	2/28/89	20		40.60
36	PHILIPPINE LUZON	SAN ROQUE, MARIKINA	K12451	8/28/88	2/28/89	21		41.88
36	PHILIPPINE LUZON	SINAG NG CARMONA	K12424	8/07/88	2/28/89	20		187.60
36	PHILIPPINE LUZON	SOMBRERO CALASIAO, PANGAS	K11258	8/04/84	2/28/89	27		172.50
36	PHILIPPINE LUZON	ST. JOHN, SAN JUAN, METRO	K12395	7/09/88	2/28/89	18		276.90
36	PHILIPPINE LUZON	TAGAYTAY CITY	K11616	11/23/85	2/28/89	46		390.00
36	PHILIPPINE LUZON	TARLAC MOVERS	K11219	6/13/84	2/28/89	28		82.50
36	PHILIPPINE LUZON	TIMOG,QUEZON CITY	K12441	8/23/88	2/28/89	20		40.60
36	PHILIPPINE LUZON	TOURIST BELT-MANILA	K11105	2/25/84	2/28/89	35		174.80
36	PHILIPPINE LUZON	UNIBELT, MANILA	K11695	4/19/86	2/28/89	15		123.45
36	PHILIPPINE LUZON	DAPITAN, SAMPALOC, MANILA	K12253	3/12/88	2/29/89	16		164.45
36	PHILIPPINE LUZON	LEGAZPI CITY	K06664	8/26/70	3/22/89	35		202.76
36						916	41	6,617.72
42	PHILIPPINE SOUTH	CENTRAL DIGOS, DAVAO DEL	K10869	11/27/82	2/28/89	25		221.52
42	PHILIPPINE SOUTH	DAVAO-GULF	K11114	3/02/84	2/28/89	11		123.39
42	PHILIPPINE SOUTH	KABANGKALAN	K12330	5/14/88	2/28/89	39		507.07
42	PHILIPPINE SOUTH	KAPALONG	K12341	5/17/88	2/28/89	22		275.66
42	PHILIPPINE SOUTH	METRO BACOLOD	K11907	12/02/86	2/28/89	23		150.00

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ADDITIONAL SUSPENDED CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
42	PHILIPPINE SOUTH	METRO DAVAO	K08878	9/03/77	2/28/89	12		120.00
42	PHILIPPINE SOUTH	METRO ORMOC, ORMOC CITY	K10623	1/23/82	2/28/89	11		101.22
42	PHILIPPINE SOUTH	METRO TACLOBAN	K10054	8/10/80	2/28/89	16		148.95
42	PHILIPPINE SOUTH	PINEAPPLE COUNTRY	K10012	7/15/80	2/28/89	22		165.00
42	PHILIPPINE SOUTH	POWER CITY, ILIGAN CITY	K10306	4/13/81	2/28/89	25		197.50
42	PHILIPPINE SOUTH	RAJAH BUAYAN, GENERAL SAN	K08775	6/01/77	2/28/89	29		674.81
42	PHILIPPINE SOUTH	ROXAS CITY	K12161	10/24/87	2/28/89	25		230.75
42	PHILIPPINE SOUTH	SAN CARLOS CITY	K07843	6/14/75	2/28/89	17		127.50
42	PHILIPPINE SOUTH	TAGUM	K07446	3/14/74	2/28/89	21		157.50
42						298	14	3,200.87
44	REPUBLIC OF CHINA	LU KANG, CHANGHUA HSIEN	K12198	12/07/87	4/14/89	47		80.00
44						47	1	80.00
GRAND TOTAL						2,664	120	26,032.48

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ADDITIONAL NOT-MEETING CLUBS

EXHIBIT D

DIST. ID.	DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.	A/R BALANCE
02	CALIF-NEVADA-HAWAII	BELL GARDENS	K02844	11/13/46	12/01/88	11	123.35
02	CALIF-NEVADA-HAWAII	STANTON	K05161	09/16/59	01/01/89	11	.00
02	CALIF-NEVADA-HAWAII	AGOURA-WESTLAKE	K11932	02/04/87	03/31/89	14	16.40
03	CAPITAL	COLISEUM, HAMPTON	K09236	07/12/78	01/01/89	32	.00
04	CAROLINAS	GOLDEN K, BENSON	K11714	05/13/86	01/01/89	30	.00
04	CAROLINAS	UPTOWN-CHARLOTTE	K12120	09/28/87	01/01/89	30	.00
04	CAROLINAS	WINDSOR	K11149	04/11/84	01/01/89	6	39.45
08	INDIANA	HOOSIER HILLS,VERSAILLES	K11928	01/21/87	02/10/89	30	.00
10	KENTUCKY-TENNESSEE	GOLDEN K OF RICHMOND	K12466	09/07/88	09/07/88	24	.00
12	MICHIGAN	REDFORD TOWNSHIP	K03539	09/25/50	03/31/89	10	5.00
19	NEW YORK	PORT JEFFERSON THE	K05476	10/02/61	11/19/88	7	92.05
19	NEW YORK	COBLESKILL	K11199	05/17/84	03/03/89	9	122.05
19	NEW YORK	SMITH-HAVEN,LAKE GROVE	K11537	09/11/85	03/03/89	5	65.75
19	NEW YORK	STARRET CITY, BROOKLYN	K10627	02/24/82	03/03/89	11	10.00
24	ROCKY MOUNTAIN	PARKER	K09172	05/18/78	01/01/89	10	105.20
26	TEXAS-OKLAHOMA	IRVING, MIDWEEK	K06516	05/22/69	02/01/89	19	.00
26	TEXAS-OKLAHOMA	EAGLE PASS	K08842	09/01/77	03/31/89	9	118.35
26	TEXAS-OKLAHOMA	WAGONER	K11704	05/02/86	03/31/89	21	.00
26	TEXAS-OKLAHOMA	CHANDLER	K12290	03/31/88	04/20/89	24	.00
35	NEW ZEALAND-SOUTH PACIFIC	HASTINGS	K07107	11/01/72	11/09/88	14	90.00
36	PHILIPPINE LUZON	GOA	K09537	02/24/79	04/10/89	39	550.00
						366	1,337.60

EXHIBIT D

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
05	FLORIDA	JENSEN BEACH	K06571	9/29/69	4/01/89	17		.00
05	FLORIDA	NORTH MIAMI	K03997	6/09/53	4/01/89	23		266.80
05	FLORIDA	PANAMA CITY NORTHSIDE	K12456	8/30/88	4/01/89	26		153.90
05						66	3	420.70
06	GEORGIA	FAIRFIELD PLANTATION-VILL	K12432	8/16/88	4/01/89	38		165.00
06						38	1	165.00
11	LOUISIANA-MISS-W TENN	METRO NEW ORLEANS	K12373	6/14/88	4/01/89	33		467.63
11						33	1	467.63
14	MISSOURI-ARKANSAS	CROSS KEYS, FLORISSANT	K12495	9/21/88	4/01/89	12		197.25
14						12	1	197.25
17	NEW ENGLAND	NORWOOD	K06869	11/17/71	4/01/89	31		124.45
17						31	1	124.45
19	NEW YORK	CHINATOWN, NEW YORK CITY	K11282	9/06/84	4/01/89	20		.00
19	NEW YORK	GOLDEN K CONCOURSE PLAZA,	K12121	9/28/87	4/01/89	32		180.00
19	NEW YORK	SCARSDALE	K12145	9/30/87	4/01/89	38		120.00
19						90	3	300.00
21	E CANADA AND CARIBBEAN	LIGUANEA-ST ANDREW	K11203	5/22/84	4/01/89	50		116.38
21	E CANADA AND CARIBBEAN	ORILLIA	K01194	3/10/24	4/01/89	39		.00
21	E CANADA AND CARIBBEAN	RAIZET-INTERNATIONAL	K12548	10/07/88	4/01/89	27		326.70
21	E CANADA AND CARIBBEAN	SPANISH TOWN	K07412	3/07/74	4/01/89	23		288.75
21	E CANADA AND CARIBBEAN	TACARIGUA-FIVE RIVERS	K12503	9/23/88	4/01/89	29		253.75
21						168	5	985.58
31	INT'L EXTENSION	BUPYEONG, INCHON	K06575	9/19/69	4/01/89	69		127.50
31	INT'L EXTENSION	KYUNGJU	K12528	8/30/88	4/01/89	26		228.28
31	INT'L EXTENSION	SO MYUNG, SEOUL	K10710	6/09/82	4/01/89	51		112.50
31	INT'L EXTENSION	ST. GEORGE'S	K12512	9/26/88	4/01/89	29		225.00

CLUBS NOT IN GOOD STANDING

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
31						175	4	693.28
33	ANDEAN	AZUERO, CHITRE	K11638	8/04/85	4/01/89	17		440.50
33	ANDEAN	DAVID	K09873	2/28/80	4/01/89	16		317.50
33	ANDEAN	EL BORDO	K12511	9/23/88	4/01/89	25		202.50
33	ANDEAN	GUAYAQUIL NORTE	K09154	5/02/78	4/01/89	24		135.00
33	ANDEAN	MANTA	K09940	5/01/80	4/01/89	15		135.00
33	ANDEAN	METROPOLITAN, PANAMA CITY	K11513	7/04/85	4/01/89	28		142.50
33	ANDEAN	PORTOVIEJO, MANABI	K09526	3/18/79	4/01/89	29		239.50
33						154	7	1,612.50
34	AUSTRALIA	BENDIGO	K10985	9/15/83	4/01/89	29		210.00
34	AUSTRALIA	KOREA-SYDNEY, CAMPSIE	K12342	5/19/88	4/01/89	23		15.00
34	AUSTRALIA	SUNSHINE COAST, CALOUNDRA	K12502	9/26/88	4/01/89	23		180.00
34						75	3	405.00
35	NEW ZEALAND-SOUTH PACIFIC	CAP 320, HOUAILOU	K09678	9/06/79	4/01/89	14		120.00
35	NEW ZEALAND-SOUTH PACIFIC	WELLINGTON BREAKFAST CLUB	K12490	9/19/88	4/01/89	20		150.00
35						34	2	270.00
36	PHILIPPINE LUZON	MARIVELES, BATAAN	K10670	4/17/82	4/01/89	21		135.00
36						21	1	135.00
42	PHILIPPINE SOUTH	MARIA CRISTINA ILIGAN	K12472	9/12/88	4/01/89	21		170.10
42						21	1	170.10
44	REPUBLIC OF CHINA	BUDDHA	K11582	10/01/85	4/01/89	44		380.00
44	REPUBLIC OF CHINA	CHIEN KUO	K11527	8/07/85	4/01/89	31		445.00
44	REPUBLIC OF CHINA	CHIN LAN, KAO HSIUNG CITY	K12379	6/04/88	4/01/89	20		95.70
44	REPUBLIC OF CHINA	CHUN FANG, TAO YUAN HSIEN	K12530	8/20/88	4/01/89	40		210.72
44	REPUBLIC OF CHINA	CHUN YING, CHIA I CITY	K12209	12/31/87	4/01/89	40		183.75
44	REPUBLIC OF CHINA	EVERGREEN	K11385	11/20/84	4/01/89	21		110.00
44	REPUBLIC OF CHINA	GREEN PINE, CHANGHUA	K10988	9/03/83	4/01/89	45		82.50
44	REPUBLIC OF CHINA	KAOHSIUNG HARBOUR	K12206	12/10/87	4/01/89	20		87.00
44	REPUBLIC OF CHINA	KEE LUNG, CHILUNG CITY	K09603	5/15/79	4/01/89	53		390.00
44	REPUBLIC OF CHINA	MU LAN, CHI I CITY	K12297	4/02/88	4/01/89	16		150.00

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CLUBS NOT IN GOOD STANDING

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
44	REPUBLIC OF CHINA	PA-KUA-SHAN	K10902	3/29/83	4/01/89	27		147.50
44	REPUBLIC OF CHINA	PENG HU	K09594	4/25/79	4/01/89	26		205.00
44	REPUBLIC OF CHINA	TA CH'I, TAO YUAN HSIEN	K12197	12/24/87	4/01/89	25		228.75
44	REPUBLIC OF CHINA	TA-TUNG	K09973	1/12/80	4/01/89	28		320.00
44	REPUBLIC OF CHINA	TAI TUNG CITY	K12387	7/31/88	4/01/89	20		157.50
44	REPUBLIC OF CHINA	TAICHUNG PORT	K09007	7/27/77	4/01/89	52		390.00
44	REPUBLIC OF CHINA	TAIPEI-DIANA	K12149	9/22/87	4/01/89	20		322.50
44	REPUBLIC OF CHINA	TIAN SHYANG, HUA LIEN	K10841	11/15/82	4/01/89	38		285.00
44	REPUBLIC OF CHINA	WU LIN, TAO YUAN HSIEN	K12205	11/28/87	4/01/89	23		291.50
44	REPUBLIC OF CHINA	YUE LI HUALIEN	K09825	11/10/79	4/01/89	39		352.50
44	REPUBLIC OF CHINA	YUH YING	K11499	7/26/85	4/01/89	23		155.00
44						651	21	4,989.92
GRAND TOTAL						1,569	54	10,936.41

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DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
02	CALIF-NEVADA-HAWAII	CLOVIS WEST	K12153	11/20/87	2/28/89	18		223.55
02	CALIF-NEVADA-HAWAII	COLISEUM, LOS ANGELES	K12460	8/11/88	2/28/89	27		440.59
02	CALIF-NEVADA-HAWAII	DESERT HOT SPRINGS	K11516	8/13/85	2/28/89	15		159.65
02	CALIF-NEVADA-HAWAII	WILLIAMS	K01350	3/04/25	2/28/89	30		394.50
02	CALIF-NEVADA-HAWAII	PHIL-AM, LOS ANGELES	K11853	9/26/86	3/14/89	16		420.80
02						106	5	1,639.09
03	CAPITAL	GREATER LAUREL	K11935	2/10/87	2/28/89	18		223.55
03						18	1	223.55
05	FLORIDA	FLAMINGO-HIALEAH	K11400	2/21/85	2/28/89	40		555.20
05	FLORIDA	MIAMI-BAYSIDE	K05464	8/31/61	2/28/89	13		131.50
05						53	2	686.70
07	ILLINOIS-EASTERN IOWA	MONTICELLO	K11923	1/13/87	2/28/89	9		26.30
07	ILLINOIS-EASTERN IOWA	WEST JOLIET	K10472	9/22/81	2/28/89	19		52.60
07						28	2	78.90
11	LOUISIANA-MISS-W TENN	EAST GENTILLY, NEW ORLEAN	K04838	8/28/57	2/28/89	14		92.05
11						14	1	92.05
14	MISSOURI-ARKANSAS	ELAINE	K03501	5/24/50	2/28/89	11		236.70
14	MISSOURI-ARKANSAS	SOUTH INDEPENDENCE	K12496	9/22/88	2/28/89	26		341.90
14	MISSOURI-ARKANSAS	FAYETTEVILLE MALL	K12531	9/29/88	4/01/89	25		341.90
14						62	3	920.50
16	NEBRASKA-IOWA	ALBIA	K12272	3/24/88	2/28/89	30		447.10
16						30	1	447.10
17	NEW ENGLAND	BURLINGTON	K02425	12/09/40	9/30/88	18		264.60
17	NEW ENGLAND	SHELTON-DERBY	K01181	2/22/24	2/28/89	24		328.75
17						42	2	593.35

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EXHIBIT F

TOTAL SUSPENDED CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
18	NEW JERSEY	LONG BRANCH	K12237	2/23/88	2/28/89	11		218.85
18	NEW JERSEY	PAULSBORO	K01172	1/29/24	2/28/89	16		210.40
18	NEW JERSEY	ROXBURY-SUCCASUNNA	K02801	9/09/46	2/28/89	25		238.00
18						52	3	667.25
19	NEW YORK	WAKEFIELD, BRONX	K11990	4/22/87	2/29/88	11		1,042.16
19	NEW YORK	J F K AIRPORT, NEW YORK C	K12148	9/30/87	2/28/89	7		460.25
19						18	2	1,502.41
21	E CANADA AND CARIBBEAN	BASSE-TERRE	K10009	7/01/80	9/12/85	16		35.00
21	E CANADA AND CARIBBEAN	POINT FORTIN	K10370	5/30/81	2/29/88	16		396.60
21	E CANADA AND CARIBBEAN	JUNCTION	K09729	9/28/79	2/08/89	9		87.50
21	E CANADA AND CARIBBEAN	SANTA CRUZ	K07550	8/13/74	2/08/89	15		148.76
21	E CANADA AND CARIBBEAN	ANCHOVY-CAMBRIDGE	K09214	6/12/78	2/28/89	9		41.25
21	E CANADA AND CARIBBEAN	BALACLAVA	K09098	3/02/78	2/28/89	14		3.75
21	E CANADA AND CARIBBEAN	CARLINGWOOD, OTTAWA	K04865	10/17/57	2/28/89	21		255.50
21	E CANADA AND CARIBBEAN	D'ABADIE	K12453	8/16/88	2/28/89	27		270.81
21	E CANADA AND CARIBBEAN	KEMPENFELT BAY, BARRIE	K05326	11/30/60	2/28/89	23		21.32
21	E CANADA AND CARIBBEAN	O'MEARA-ARIMA	K12117	9/24/87	2/28/89	29		298.75
21	E CANADA AND CARIBBEAN	QUINTE, BELLEVILLE	K05891	4/27/64	2/28/89	16		109.75
21	E CANADA AND CARIBBEAN	SAN JOSE	K12347	4/28/88	2/28/89	25		364.95
21	E CANADA AND CARIBBEAN	ST. THOMAS	K07039	8/30/72	2/28/89	12		120.00
21	E CANADA AND CARIBBEAN	TUNAPUNA	K12119	9/27/87	2/28/89	30		230.54
21						262	14	2,376.97
22	PACIFIC NORTHWEST	MILL CREEK	K11931	2/03/87	9/30/88	10		394.50
22						10	1	394.50
25	SOUTHWEST	LOS ALTOS, ALBUQUERQUE	K06875	11/30/71	2/28/89	7		77.06
25	SOUTHWEST	LOVINGTON	K03999	6/04/53	2/28/89	29		453.75
25						36	2	530.81
26	TEXAS-OKLAHOMA	BOGATA	K12193	12/15/87	2/28/89	36		333.40
26	TEXAS-OKLAHOMA	BORGER	K02613	6/04/45	2/28/89	22		216.70
26						58	2	550.10

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TOTAL SUSPENDED CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
29	WEST VIRGINIA	SOUTH BERKELEY, INWOOD	K12192	12/08/87	2/28/89	15		236.39
29						15	1	236.39
30	WISCONSIN-UPPER MICH	TOMAHAWK AREA	K12510	9/27/88	4/01/89	26		341.90
30						26	1	341.90
31	INT'L EXTENSION	IPOH	K12251	1/31/88	9/30/88	20		150.00
31	INT'L EXTENSION	JOHOR BAHRU	K11508	7/06/85	9/30/88	27		202.50
31	INT'L EXTENSION	JUJUY	K09370	10/10/78	9/30/88	20		150.00
31	INT'L EXTENSION	AMMAN	K08718	3/29/77	2/28/89	23		172.50
31	INT'L EXTENSION	COMOROS, COMOROS REPUBLIC	K11288	8/21/84	2/28/89	16		177.40
31	INT'L EXTENSION	HAN YANG, SEOUL	K10720	4/11/82	2/28/89	37		555.00
31	INT'L EXTENSION	HWARANG, SEOUL	K12397	6/25/88	2/28/89	25		101.25
31	INT'L EXTENSION	KOWLOON	K07185	3/22/73	2/28/89	7		57.50
31	INT'L EXTENSION	MOKPO	K11759	4/10/86	2/28/89	20		300.00
31	INT'L EXTENSION	NAMSAN, SEOUL	K09996	6/14/80	2/28/89	27		405.00
31	INT'L EXTENSION	SAE HANGANG, SEOUL	K12255	2/22/88	2/28/89	48		189.50
31	INT'L EXTENSION	SALTA	K06663	8/16/70	2/28/89	28		210.00
31	INT'L EXTENSION	SFAX	K10951	5/10/83	2/28/89	23		180.00
31	INT'L EXTENSION	SUH SEOUL	K12180	11/03/87	2/28/89	32		235.75
31	INT'L EXTENSION	IBN KHALDOUN	K11280	7/04/84	4/05/89	36		892.50
31	INT'L EXTENSION	SIDI BOUSAID	K10676	3/30/82	4/05/89	28		442.50
31	INT'L EXTENSION	TUNIS	K09974	6/03/80	4/05/89	37		810.00
31						454	17	5,231.40
33	ANDEAN	ANTIOQUIA, MEDELLIN	K09639	7/14/79	9/30/88	21		270.00
33	ANDEAN	GUAYAQUIL	K07658	12/09/74	9/30/88	10		232.50
33	ANDEAN	MARACAIBO	K11414	3/13/85	9/30/88	27		407.50
33	ANDEAN	MONTERIA	K09255	8/01/78	9/30/88	19		142.50
33	ANDEAN	MORAVIA, SAN JOSE	K10608	11/20/81	9/30/88	10		75.00
33	ANDEAN	TAMESIS	K11918	1/05/87	9/30/88	15		372.50
33	ANDEAN	AMBATO	K09048	1/25/78	2/28/89	14		545.14
33	ANDEAN	GUAYAQUIL-EL DORADO	K11821	9/10/86	2/28/89	10		172.50
33	ANDEAN	LA CEIBA, CALI	K12319	4/15/88	2/28/89	20		288.00
33	ANDEAN	LA MONTANA, MEDELLIN	K08850	9/10/77	2/28/89	16		210.00
33	ANDEAN	PACIFICO, BUENAVENTURA	K12398	5/19/88	2/28/89	14		133.37
33	ANDEAN	POPAYAN	K12318	6/01/88	2/28/89	25		108.30
33	ANDEAN	QUILICHAO	K12480	8/18/88	2/28/89	30		175.60
33	ANDEAN	QUITO	K06662	7/28/70	2/28/89	34		75.00
33	ANDEAN	SAN VINCENTE DE CHUCURI	K10815	10/01/82	2/28/89	24		203.37

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TOTAL SUSPENDED CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
33						289	15	3,411.28
34	AUSTRALIA	HEIDELBERG	K10945	6/09/83	9/30/88	16		120.00
34	AUSTRALIA	FRANKSTON	K11510	8/06/85	2/28/89	13		97.50
34						29	2	217.50
35	NEW ZEALAND-SOUTH PACIFIC	BIRKENHEAD	K09276	8/22/78	9/30/88	10		195.00
35	NEW ZEALAND-SOUTH PACIFIC	MANUREWA	K06618	4/06/70	9/30/88	14		135.00
35	NEW ZEALAND-SOUTH PACIFIC	VAHINE PAPEETE-TAHITI	K12414	6/29/88	2/28/89	33		247.50
35	NEW ZEALAND-SOUTH PACIFIC	WAINUIOMATA	K12058	8/05/87	2/28/89	24		.00
35						81	4	577.50
36	PHILIPPINE LUZON	BALANGA	K09916	2/28/80	9/30/88	17		240.25
36	PHILIPPINE LUZON	BATANGAS CITY	K07567	8/18/74	9/30/88	41		685.09
36	PHILIPPINE LUZON	BEPZ (MARIVELES)	K09683	8/28/79	9/30/88	25		175.00
36	PHILIPPINE LUZON	CAINTA	K08502	9/14/76	9/30/88	33		362.00
36	PHILIPPINE LUZON	CAINTA GREENPARK,CAINTA,R	K11474	6/15/85	9/30/88	16		592.50
36	PHILIPPINE LUZON	CAPAS	K12278	3/27/88	9/30/88	21		315.00
36	PHILIPPINE LUZON	CASMARINAS, CAVITE	K11898	11/21/86	9/30/88	33		450.70
36	PHILIPPINE LUZON	GREATER LAS PINAS, METRO	K10570	12/05/81	9/30/88	13		292.50
36	PHILIPPINE LUZON	KALAYAAN, QUEZON CITY	K09824	12/18/79	9/30/88	18		282.50
36	PHILIPPINE LUZON	LOPEZ	K09685	4/24/79	9/30/88	24		280.00
36	PHILIPPINE LUZON	MANDALUYOUNG EAST	K11465	5/30/85	9/30/88	34		667.50
36	PHILIPPINE LUZON	MARAGONDON, CAVITE	K11520	8/18/85	9/30/88	33		1,087.50
36	PHILIPPINE LUZON	MASANTOL, PAMPANGA, PHILI	K11143	4/08/84	9/30/88	48		885.00
36	PHILIPPINE LUZON	MIDTOWN QUEZON CITY	K11716	5/14/86	9/30/88	9		300.00
36	PHILIPPINE LUZON	MONCADA, TARLAC	K11243	7/14/84	9/30/88	15		415.38
36	PHILIPPINE LUZON	OAS	K08771	5/22/77	9/30/88	26		390.00
36	PHILIPPINE LUZON	OLONGAPO CITY	K07477	3/09/74	9/30/88	24		155.00
36	PHILIPPINE LUZON	PARANAQUE, RIZAL	K06954	3/24/72	9/30/88	20		500.02
36	PHILIPPINE LUZON	PRAWN CITY, SAN FABIAN	K12275	3/26/88	9/30/88	21		315.00
36	PHILIPPINE LUZON	SAN JOSE CITY	K09742	10/01/79	9/30/88	13		183.00
36	PHILIPPINE LUZON	SAN MATEO, RIZAL	K12263	3/19/88	9/30/88	27		405.00
36	PHILIPPINE LUZON	SAN PEDRO	K09372	10/01/78	9/30/88	27		321.25
36	PHILIPPINE LUZON	SILANG, CAVITE	K08554	10/03/76	9/30/88	29		340.00
36	PHILIPPINE LUZON	TAGIG, METRO-MANILA	K08489	8/08/76	9/30/88	33		21.37
36	PHILIPPINE LUZON	TANDANG SORA, QUEZON CITY	K11696	4/20/86	9/30/88	7		367.50
36	PHILIPPINE LUZON	URDANETA	K08490	8/14/76	9/30/88	16		300.68
36	PHILIPPINE LUZON	VALENZUELA, METRO MANILA	K09605	3/15/79	9/30/88	37		275.00
36	PHILIPPINE LUZON	AMPUTI LAYAG, SAN CARLOS	K12156	10/04/87	2/28/89	19		202.50
36	PHILIPPINE LUZON	ANTIPOLO CENTRAL	K12329	5/13/88	2/28/89	31		232.50
36	PHILIPPINE LUZON	ANTIPOLO WEST	K11867	10/01/86	2/28/89	33		237.15

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TOTAL SUSPENDED CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
36	PHILIPPINE LUZON	ANTIPOLO-SOUTH	K10944	5/16/83	2/28/89	40		405.00
36	PHILIPPINE LUZON	BAAO	K09682	8/26/79	2/28/89	29		174.60
36	PHILIPPINE LUZON	BACLARAN, PARANAQUE, METR	K12371	6/11/88	2/28/89	33		247.50
36	PHILIPPINE LUZON	BANGUS CITY, DAGUPAN CITY	K12298	4/08/88	2/28/89	21		302.40
36	PHILIPPINE LUZON	CABANATUAN CITY	K07530	6/12/74	2/28/89	29		262.50
36	PHILIPPINE LUZON	CALAUAG	K10315	2/20/81	2/28/89	12		90.00
36	PHILIPPINE LUZON	CHRYSANTHEMUM, SAN PEDRO	K11789	8/16/86	2/28/89	19		189.11
36	PHILIPPINE LUZON	CUBAO, QUEZON CITY	K09042	12/20/77	2/28/89	17		90.00
36	PHILIPPINE LUZON	DAET	K07612	9/30/74	2/28/89	18		71.32
36	PHILIPPINE LUZON	DAGUPAN CITY	K07375	11/17/73	2/28/89	16		72.75
36	PHILIPPINE LUZON	FREEDOM PARK, MALACANANG,	K12459	8/30/88	2/28/89	20		40.60
36	PHILIPPINE LUZON	GERONA, TARLAC	K10810	10/01/82	2/28/89	19		10.00
36	PHILIPPINE LUZON	GREATER SUCAT	K11410	3/13/85	2/28/89	16		140.00
36	PHILIPPINE LUZON	GREATER URDANETA	K12446	8/24/88	2/28/89	20		40.60
36	PHILIPPINE LUZON	GUIMBA	K09022	10/17/77	2/28/89	25		232.50
36	PHILIPPINE LUZON	INDANG, CAVITE	K10531	10/01/81	2/28/89	13		97.50
36	PHILIPPINE LUZON	INTER-CITY HOMES, MUNTINL	K12393	7/03/88	2/28/89	24		240.00
36	PHILIPPINE LUZON	KATIPUNAN, LOYOLA HEIGHTS	K12409	7/15/88	2/28/89	16		151.50
36	PHILIPPINE LUZON	MANILA NORTH	K11575	10/01/85	2/28/89	11		120.00
36	PHILIPPINE LUZON	MUNTINLUPA, RIZAL	K08265	2/14/76	2/28/89	26		195.00
36	PHILIPPINE LUZON	NAVOTAS, METRO MANILA	K10751	7/26/82	2/28/89	18		135.00
36	PHILIPPINE LUZON	PACITA COMPLEX, SAN PEDRO	K10978	7/23/83	2/28/89	33		270.00
36	PHILIPPINE LUZON	PASAY CITY	K06637	5/29/70	2/28/89	18		110.00
36	PHILIPPINE LUZON	QUEZON CITY NORTH, LAGRO	K12394	7/03/88	2/28/89	9		133.65
36	PHILIPPINE LUZON	SAN FERNANDO	K08488	8/04/76	2/28/89	17		127.50
36	PHILIPPINE LUZON	SAN JUAN, RIZAL	K07559	8/05/74	2/28/89	13		112.50
36	PHILIPPINE LUZON	SAN MANUEL BUILDERS	K12449	8/27/88	2/28/89	20		40.60
36	PHILIPPINE LUZON	SAN ROQUE, MARIKINA	K12451	8/28/88	2/28/89	21		41.88
36	PHILIPPINE LUZON	SINAG NG CARMONA	K12424	8/07/88	2/28/89	20		187.60
36	PHILIPPINE LUZON	SOMBRERO CALASIAO, PANGAS	K11258	8/04/84	2/28/89	27		172.50
36	PHILIPPINE LUZON	ST. JOHN, SAN JUAN, METRO	K12395	7/09/88	2/28/89	18		276.90
36	PHILIPPINE LUZON	TAGAYTAY CITY	K11616	11/23/85	2/28/89	46		390.00
36	PHILIPPINE LUZON	TARLAC MOVERS	K11219	6/13/84	2/28/89	28		82.50
36	PHILIPPINE LUZON	TIMOG,QUEZON CITY	K12441	8/23/88	2/28/89	20		40.60
36	PHILIPPINE LUZON	TOURIST BELT-MANILA	K11105	2/25/84	2/28/89	35		174.80
36	PHILIPPINE LUZON	UNIBELT, MANILA	K11695	4/19/86	2/28/89	15		123.45
36	PHILIPPINE LUZON	DAPITAN, SAMPALOC, MANILA	K12253	3/12/88	2/29/89	16		164.45
36	PHILIPPINE LUZON	LEGAZPI CITY	K06664	8/26/70	3/22/89	35		202.76
36						1,576	68	17,222.46
38	BELGM-LUXMBG-FRANC-MONACO	MENTON	K11273	7/30/84	9/30/88	0		62.00
38						0	1	62.00
42	PHILIPPINE SOUTH	ARAS-ASAN	K11731	4/13/86	9/30/88	23		562.50

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TOTAL SUSPENDED CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.		A/R BALANCE
42	PHILIPPINE SOUTH	BADIANGON SPRING, GINGOOG	K12060	7/26/87	9/30/88	18		202.50
42	PHILIPPINE SOUTH	BAYUGAN	K07656	10/19/74	9/30/88	25		534.54
42	PHILIPPINE SOUTH	DATU SIKATUNA, TAGBILARAN	K11091	2/11/84	9/30/88	18		247.50
42	PHILIPPINE SOUTH	DEL MONTE	K11803	8/30/86	9/30/88	13		307.50
42	PHILIPPINE SOUTH	DUMAGUETE CITY, NEGROS OR	K08578	10/17/76	9/30/88	17		522.30
42	PHILIPPINE SOUTH	EAST CAGAYAN DE ORO	K08974	11/13/77	9/30/88	14		240.00
42	PHILIPPINE SOUTH	INDUSTRIAL CITY, ILIGAN C	K07668	11/05/74	9/30/88	23		215.00
42	PHILIPPINE SOUTH	KALIBO	K09680	7/13/79	9/30/88	23		307.50
42	PHILIPPINE SOUTH	KAPIS, ROXAS CITY	K09137	4/06/78	9/30/88	29		613.75
42	PHILIPPINE SOUTH	MARBEL	K08243	2/07/76	9/30/88	31		352.50
42	PHILIPPINE SOUTH	MASAWA, BUTUAN CITY	K12063	8/08/87	9/30/88	16		159.48
42	PHILIPPINE SOUTH	PANABO	K08670	2/06/77	9/30/88	23		285.00
42	PHILIPPINE SOUTH	SAINT MICHAEL, LEYTE	K11779	8/01/86	9/30/88	28		948.88
42	PHILIPPINE SOUTH	SAN FRANCISCO, AGUSAN DEL	K07838	4/30/75	9/30/88	12		222.50
42	PHILIPPINE SOUTH	TAGBILARAN	K09038	0/00/00	9/30/88	29		645.00
42	PHILIPPINE SOUTH	TALACOGON	K12276	3/26/88	9/30/88	26		397.50
42	PHILIPPINE SOUTH	MACTAN, LAPU LAPU CITY	K12280	3/26/88	11/08/88	30		450.00
42	PHILIPPINE SOUTH	CENTRAL DIGOS, DAVAO DEL	K10869	11/27/82	12/28/89	25		221.52
42	PHILIPPINE SOUTH	DAVAO-GULF	K11114	3/02/84	2/28/89	11		123.39
42	PHILIPPINE SOUTH	KABANGKALAN	K12330	5/14/88	2/28/89	39		507.07
42	PHILIPPINE SOUTH	KAPALONG	K12341	5/17/88	2/28/89	22		275.66
42	PHILIPPINE SOUTH	METRO BACOLOD	K11907	12/02/86	2/28/89	23		150.00
42	PHILIPPINE SOUTH	METRO DAVAO	K08878	9/03/77	2/28/89	12		120.00
42	PHILIPPINE SOUTH	METRO ORMOC, ORMOC CITY	K10623	1/23/82	2/28/89	11		101.22
42	PHILIPPINE SOUTH	METRO TACLOBAN	K10054	8/10/80	2/28/89	16		148.95
42	PHILIPPINE SOUTH	PINEAPPLE COUNTRY	K10012	7/15/80	2/28/89	22		165.00
42	PHILIPPINE SOUTH	POWER CITY, ILIGAN CITY	K10306	4/13/81	2/28/89	25		197.50
42	PHILIPPINE SOUTH	RAJAH BUAYAN, GENERAL SAN	K08775	6/01/77	2/28/89	29		674.81
42	PHILIPPINE SOUTH	ROXAS CITY	K12161	10/24/87	2/28/89	25		230.75
42	PHILIPPINE SOUTH	SAN CARLOS CITY	K07843	6/14/75	2/28/89	17		127.50
42	PHILIPPINE SOUTH	TAGUM	K07446	3/14/74	2/28/89	21		157.50
42						696	32	10,414.82
44	REPUBLIC OF CHINA	HSIN CHU	K09663	8/12/79	9/30/88	66		145.00
44	REPUBLIC OF CHINA	KAOHSIUNG	K07095	6/10/72	9/30/88	35		127.50
44	REPUBLIC OF CHINA	PATRIOT, KAOHSIUNG	K11059	11/29/83	9/30/88	20		65.00
44	REPUBLIC OF CHINA	LU KANG, CHANGHUA HSIEN	K12198	12/07/87	4/14/89	47		80.00
44						168	4	417.50
GRAND TOTAL						4,123	186	48,836.03

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DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.		A/R BALANCE
01	ALABAMA	THEODORE	K04333	11/23/54	10/01/84	10		.00
01						10	1	.00
02	CALIF-NEVADA-HAWAII	ROHNERT PARK	K09238	7/12/78	11/30/87	11		134.65
02	CALIF-NEVADA-HAWAII	GREATER SAN DIEGO	K11578	10/01/85	2/01/88	27		.00
02	CALIF-NEVADA-HAWAII	ORANGE-VILLA PARK	K07377	1/08/74	2/19/88	17		.00
02	CALIF-NEVADA-HAWAII	RANCHO PENASQUITOS,SAN DI	K11613	11/30/85	2/23/88	29		.00
02	CALIF-NEVADA-HAWAII	FOOTHILLS-EL DORADO COUNT	K11197	5/16/84	9/15/88	9		236.70
02	CALIF-NEVADA-HAWAII	CERRITOS	K12101	9/11/87	9/30/88	7		407.65
02	CALIF-NEVADA-HAWAII	LAKEWOOD	K05952	11/05/64	9/30/88	7		.00
02	CALIF-NEVADA-HAWAII	LAFAYETTE	K04794	5/21/57	10/05/88	23		.00
02	CALIF-NEVADA-HAWAII	BELL GARDENS	K02844	11/13/46	12/01/88	11		123.35
02	CALIF-NEVADA-HAWAII	STANTON	K05161	9/16/59	1/01/89	11		.00
02	CALIF-NEVADA-HAWAII	AGOURA-WESTLAKE	K11932	2/04/87	3/31/89	14		16.40
02						166	11	885.95
03	CAPITAL	STUARTS DRAFT	K11463	5/20/85	5/31/88	22		.00
03	CAPITAL	COLISEUM, HAMPTON	K09236	7/12/78	1/01/89	32		.00
03						54	2	.00
04	CAROLINAS	MONTGOMERY COUNTY,TROY	K11774	7/30/86	9/01/88	30		.00
04	CAROLINAS	GOLDEN K, BENSON	K11714	5/13/86	1/01/89	30		.00
04	CAROLINAS	UPTOWN-CHARLOTTE	K12120	9/28/87	1/01/89	30		.00
04	CAROLINAS	WINDSOR	K11149	4/11/84	1/01/89	6		39.45
04						96	4	39.45
05	FLORIDA	FOREST HILL, WEST PALM BE	K11775	7/31/86	9/30/87	30		.00
05	FLORIDA	SOUTH JACKSONVILLE	K03576	12/14/50	3/15/88	10		.00
05	FLORIDA	NORTHWOOD, WEST PALM BEAC	K04801	5/23/57	9/01/88	23		.00
05	FLORIDA	SOUTH WALTON-SANTA ROSA B	K11319	9/27/84	9/01/88	28		226.70
05	FLORIDA	WESTERN COMMUNITIES-WELLI	K11413	3/14/85	9/01/88	22		.00
05						113	5	226.70
06	GEORGIA	ATLANTA WEST-GATEWAY	K11794	8/18/86	6/01/88	25		.00
06	GEORGIA	LOGANVILLE	K12427	8/08/88	8/08/88	24		.00
06	GEORGIA	AVONDALE-STONE MOUNTAIN	K04580	3/05/56	9/30/88	10		.00
06	GEORGIA	RABUN COUNTY-CLAYTON	K12037	7/13/87	9/30/88	26		236.70

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EXHIBIT G

TOTAL NOT-MEETING CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.		A/R BALANCE
06						85	4	236.70
07	ILLINOIS-EASTERN IOWA	MORTON	K06273	7/10/67	6/03/88	16		.00
07	ILLINOIS-EASTERN IOWA	ROSELAND, CHICAGO	K01150	12/12/23	8/01/88	8		.00
07	ILLINOIS-EASTERN IOWA	NILES	K05954	11/10/64	9/30/88	7		.00
07	ILLINOIS-EASTERN IOWA	HANSON PARK, CHICAGO	K03186	7/12/48	10/01/88	0		.00
07						31	4	.00
08	INDIANA	GRIFFITH	K07300	9/06/73	9/01/88	11		.00
08	INDIANA	GREENSBURG, TREE CITY	K09849	2/14/80	9/30/88	24		.00
08	INDIANA	SCHERERVILLE	K08171	11/21/75	11/01/88	23		.00
08	INDIANA	HOOSIER HILLS, VERSAILLES	K11928	1/21/87	2/10/89	30		.00
08						88	4	.00
09	KANSAS	HOLCOMB	K11263	8/14/84	8/12/88	28		.00
09	KANSAS	SOUTH HUTCHINSON	K12081	8/27/87	9/30/88	27		157.80
09						55	2	157.80
10	KENTUCKY-TENNESSEE	JELLICO	K00561	8/05/21	2/29/88	17		.00
10	KENTUCKY-TENNESSEE	GOLDEN K OF RICHMOND	K12466	9/07/88	9/07/88	24		.00
10	KENTUCKY-TENNESSEE	LANCASTER	K02754	6/18/46	9/26/88	10		.00
10	KENTUCKY-TENNESSEE	DICKSON	K02486	5/18/42	9/30/88	21		276.15
10	KENTUCKY-TENNESSEE	STATE OF FRANKLIN, JOHNSO	K12141	12/29/87	9/30/88	12		249.85
10						84	5	526.00
11	LOUISIANA-MISS-W TENN	ABERDEEN	K12106	1/08/88	10/01/87	38		.00
11	LOUISIANA-MISS-W TENN	RIDGELY	K09141	4/27/78	10/01/87	17		.00
11	LOUISIANA-MISS-W TENN	VILLE PLATTE	K12074	8/18/87	10/01/87	23		.00
11	LOUISIANA-MISS-W TENN	SABINE, MANY	K12107	9/09/87	2/26/88	2		369.20
11	LOUISIANA-MISS-W TENN	SOUTHPARK-SHREVEPORT	K08632	2/15/77	3/31/88	8		13.15
11	LOUISIANA-MISS-W TENN	EARLY RISERS, JACKSON	K12248	3/08/88	10/01/88	24		591.70
11	LOUISIANA-MISS-W TENN	CANTON	K08328	5/04/76	12/01/88	21		1,004.40
11						133	7	1,978.45
12	MICHIGAN	NOVI	K10030	8/13/80	12/31/86	0		105.20
12	MICHIGAN	BANGOR	K02073	11/18/35	9/30/87	16		245.06

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TOTAL NOT-MEETING CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.		A/R BALANCE
12	MICHIGAN	HARRISON	K03358	7/20/49	9/30/87	0		.00
12	MICHIGAN	HIGHLAND PARK	K09185	5/27/78	9/30/87	0		49.30
12	MICHIGAN	WEST BLOOMFIELD	K10293	4/08/81	9/30/87	13		.00
12	MICHIGAN	ECORSE	K01652	3/17/27	3/31/88	33		.00
12	MICHIGAN	SOUTHFIELD	K02525	3/20/44	5/01/88	21		.00
12	MICHIGAN	MILAN	K03390	9/22/49	9/30/88	0		.00
12	MICHIGAN	PETERSBURG	K03548	10/17/50	9/30/88	10		.00
12	MICHIGAN	BURTON SOUTH-GRAND BLANC	K06069	10/26/65	12/01/88	17		1,170.35
12	MICHIGAN	REDFORD TOWNSHIP	K03539	9/25/50	3/31/89	10		5.00
12						120	11	1,574.91
13	MINNESOTA-DAKOTAS	RUGBY,CENTER OF NORTH AME	K11374	12/17/84	4/24/87	27		.00
13	MINNESOTA-DAKOTAS	BLOOMINGTON	K06441	10/29/68	10/30/87	36		.00
13	MINNESOTA-DAKOTAS	SIOUX FALLS-DAYBREAK	K07150	3/01/73	10/30/87	13		176.45
13	MINNESOTA-DAKOTAS	MANKATO AREA-DAY BREAKERS	K10924	5/11/83	2/01/88	13		.00
13	MINNESOTA-DAKOTAS	SOUTH SAINT PAUL	K00326	10/21/20	3/11/88	17		223.55
13	MINNESOTA-DAKOTAS	HURON, BREAKFAST	K07545	8/05/74	9/30/88	16		.00
13	MINNESOTA-DAKOTAS	ABERDEEN GOLDEN K	K10321	5/06/81	10/01/88	11		236.70
13						133	7	638.70
14	MISSOURI-ARKANSAS	MENA	K11536	9/10/85	6/01/88	15		197.25
14	MISSOURI-ARKANSAS	NIXA	K12086	9/03/87	9/30/88	27		579.60
14	MISSOURI-ARKANSAS	OAKVILLE	K11472	6/14/85	9/30/88	13		166.95
14	MISSOURI-ARKANSAS	SHERIDAN	K12116	9/24/87	9/30/88	30		249.85
14	MISSOURI-ARKANSAS	SHERWOOD AREA	K11560	9/26/85	9/30/88	33		120.00
14	MISSOURI-ARKANSAS	FREDERICKTOWN	K11964	3/25/87	11/01/88	25		.00
14						143	6	1,313.65
15	MONTANA	POPLAR A	K10036	8/14/80	3/01/88	0		.00
15						0	1	.00
16	NEBRASKA-IOWA	MAPLETON	K11743	6/17/86	1/15/88	11		144.65
16	NEBRASKA-IOWA	IOWA FALLS DAY BREAKERS	K11832	9/22/86	2/26/88	40		.00
16						51	2	144.65
17	NEW ENGLAND	EAST LYME-NIANTIC	K10338	5/20/81	5/01/88	12		157.80
17	NEW ENGLAND	NORTH ATTLEBORO	K01995	3/19/34	12/01/88	14		373.85

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TOTAL NOT-MEETING CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.		A/R BALANCE
17						26	2	531.65
18	NEW JERSEY	MORRIS PLAINS-MORRIS TOWN	K02952	5/19/47	9/30/88	0		.00
18	NEW JERSEY	PARAMUS	K05002	7/31/58	9/30/88	23		.00
18	NEW JERSEY	NORTH BERGEN-GUTTENBERG	K01381	5/05/25	12/01/88	33		959.95
18						56	3	959.95
19	NEW YORK	GRAND ISLAND	K03530	9/07/50	11/14/87	0		.00
19	NEW YORK	ILION	K02000	5/21/34	4/08/88	17		216.05
19	NEW YORK	GOLDEN K, STAMFORD	K08455	8/19/76	8/25/88	21		.00
19	NEW YORK	LINDEN-BROWNSVILLE	K11962	3/19/87	8/25/88	25		1,104.60
19	NEW YORK	PORT JEFFERSONS THE	K05476	10/02/61	11/19/88	7		92.05
19	NEW YORK	NEW YORK CITY	K00083	7/15/18	12/01/88	31		783.39
19	NEW YORK	COBLESKILL	K11199	5/17/84	3/03/89	9		122.05
19	NEW YORK	SMITH-HAVEN, LAKE GROVE	K11537	9/11/85	3/03/89	5		65.75
19	NEW YORK	STARRETT CITY, BROOKLYN	K10627	2/24/82	3/03/89	11		10.00
19						126	9	2,393.89
20	OHIO	OBERLIN	K03690	8/08/51	9/30/88	10		.00
20	OHIO	WAVERLY-PIKE COUNTY	K12364	6/07/88	9/30/88	24		.00
20	OHIO	MINGO JUNCTION	K01112	10/09/23	12/01/88	8		315.60
20						42	3	315.60
21	E CANADA AND CARIBBEAN	DON MILLS	K04409	4/04/55	9/30/88	10		.00
21	E CANADA AND CARIBBEAN	FYZABAD	K09722	9/27/79	9/30/88	16		763.05
21	E CANADA AND CARIBBEAN	FELICITY	K11980	4/08/87	12/01/88	14		510.00
21	E CANADA AND CARIBBEAN	HANOVER, LUCEA	K07406	3/04/74	12/01/88	15		487.05
21	E CANADA AND CARIBBEAN	KELLIGREWS	K04725	12/10/56	12/01/88	23		266.20
21	E CANADA AND CARIBBEAN	KETOWNA, ST. JOHN'S WEST	K07737	3/24/75	12/01/88	23		881.00
21	E CANADA AND CARIBBEAN	PIARCO, ST. HELENA	K10750	7/26/82	12/01/88	17		881.15
21	E CANADA AND CARIBBEAN	SANTA ROSA	K11290	9/10/84	12/01/88	24		785.25
21						142	8	4,573.70
22	PACIFIC NORTHWEST	COLFAX	K00750	4/20/22	11/08/87	21		276.15
22	PACIFIC NORTHWEST	SOUTH SPOKANE	K04200	5/03/54	11/08/87	10		.00
22	PACIFIC NORTHWEST	WINSTON-DILLARD	K04162	3/25/54	8/01/88	10		.00
22	PACIFIC NORTHWEST	QUEEN ANNE-MAGNOLIA, SEAT	K08249	2/24/76	10/31/88	23		.00

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22						64	5	276.15
23	PENNSYLVANIA	BRENTWOOD-WHITEHALL	K02296	5/11/39	10/01/88	16		.00
23						16	1	.00
24	ROCKY MOUNTAIN	KREMMLING	K03922	12/15/52	9/30/88	10		.00
24	ROCKY MOUNTAIN	PARKER	K09172	5/18/78	11/01/89	10		105.20
24						20	2	105.20
25	SOUTHWEST	DOBSON RANCH-MESA	K11209	5/31/84	7/03/88	9		.00
25	SOUTHWEST	KACTUS-TUCSON	K12136	9/30/87	7/03/88	20		.00
25	SOUTHWEST	NORTHEAST ALBUQUERQUE	K11487	6/28/85	7/03/88	17		.00
25	SOUTHWEST	PHOENIX-ARCADIA	K12031	7/01/87	7/03/88	14		184.10
25	SOUTHWEST	CABORCA	K11558	9/25/85	9/01/88	14		604.50
25	SOUTHWEST	FIESTA-MESA	K11998	5/05/87	9/01/88	29		.00
25	SOUTHWEST	NACOZARI DE GARCIA	K12036	7/08/87	9/01/88	29		734.67
25	SOUTHWEST	WINDOW ROCK	K10296	4/09/81	12/01/88	10		139.10
25	SOUTHWEST	COTTONWOOD	K10082	9/24/80	12/03/88	17		.00
25						159	9	1,662.37
26	TEXAS-OKLAHOMA	DEWEY	K00739	4/11/22	9/30/88	17		.00
26	TEXAS-OKLAHOMA	GREATER HUGO	K12087	9/03/87	9/30/88	27		434.95
26	TEXAS-OKLAHOMA	HOUSTON BAND	K08717	4/26/77	9/30/88	9		118.35
26	TEXAS-OKLAHOMA	HUGO	K06567	9/23/69	9/30/88	19		.00
26	TEXAS-OKLAHOMA	LA FERIA	K02698	3/20/46	9/30/88	10		105.20
26	TEXAS-OKLAHOMA	STRATFORD	K11783	8/10/86	9/30/88	20		289.30
26	TEXAS-OKLAHOMA	VALLIANT	K11913	12/29/86	9/30/88	30		473.40
26	TEXAS-OKLAHOMA	GOLDEN K-ODESSA	K09967	6/03/80	10/31/88	24		.00
26	TEXAS-OKLAHOMA	ANTLERS	K11172	4/24/84	12/01/88	18		501.55
26	TEXAS-OKLAHOMA	EUFAULA	K09714	9/27/79	12/01/88	13		337.85
26	TEXAS-OKLAHOMA	MATAMOROS	K07602	9/26/74	12/01/88	16		.00
26	TEXAS-OKLAHOMA	NORTH RESEARCH, AUSTIN	K12211	1/05/88	12/01/88	25		591.75
26	TEXAS-OKLAHOMA	HOUSTON-NORTH WEST CROSSI	K10202	1/14/81	12/22/88	17		.00
26	TEXAS-OKLAHOMA	TOMBALL	K09986	6/12/80	12/22/88	5		52.60
26	TEXAS-OKLAHOMA	IRVING, MIDWEEK	K06516	5/22/69	2/01/89	19		.00
26	TEXAS-OKLAHOMA	EAGLE PASS	K08842	9/01/77	3/31/89	9		118.35
26	TEXAS-OKLAHOMA	WAGONER	K11704	5/02/86	3/31/89	21		.00
26						299	17	3,023.30

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27	UTAH-IDAHO	HARRISVILLE	K06972	4/29/72	11/08/86	16		.00
27	UTAH-IDAHO	VERNAL	K02875	1/14/47	5/22/87	0		.00
27	UTAH-IDAHO	KANAB	K10567	12/02/81	9/30/88	16		407.65
27						32	3	407.65
28	WESTERN CANADA	FORT MCMURRAY	K11369	12/12/84	9/30/88	27		.00
28	WESTERN CANADA	YELLOWHEAD PARKLAND, SPRU	K10350	6/02/81	10/01/88	6		60.20
28						33	2	60.20
29	WEST VIRGINIA	BERKELEY SPRINGS	K02004	7/24/34	7/31/87	0		452.10
29						0	1	452.10
30	WISCONSIN-UPPER MICH	PLYMOUTH-SOUTH HORIZON	K11317	9/27/84	6/30/88	24		.00
30	WISCONSIN-UPPER MICH	BRISTOL GOLDEN K	K11442	5/02/85	9/30/88	22		.00
30						46	2	.00
31	INT'L EXTENSION	CAROLINA	K07682	1/28/75	1/01/88	5		53.75
31	INT'L EXTENSION	SANTO DOMINGO	K08664	3/22/77	10/31/88	28		630.00
31	INT'L EXTENSION	SAO PAULO	K08779	6/13/77	10/31/88	32		720.00
31	INT'L EXTENSION	ABIDJAN	K11722	5/01/86	12/01/88	3		80.00
31	INT'L EXTENSION	AGANA	K07380	1/14/74	12/01/88	13		486.65
31	INT'L EXTENSION	ARIANA, TUNIS	K10918	4/13/83	12/01/88	33		742.50
31	INT'L EXTENSION	BANGKOK	K06927	2/25/72	12/01/88	16		360.00
31	INT'L EXTENSION	BUK INCHON	K10237	11/25/80	12/01/88	34		360.00
31	INT'L EXTENSION	BUSAN	K12173	11/31/87	12/01/88	33		420.59
31	INT'L EXTENSION	CHINJU CITY	K06430	9/10/68	12/01/88	36		412.50
31	INT'L EXTENSION	DAKAR	K10000	6/14/80	12/01/88	5		.00
31	INT'L EXTENSION	IBADAN	K11406	2/17/85	12/01/88	22		495.00
31	INT'L EXTENSION	KANGNAM, SEOU	K12230	1/30/88	12/01/88	24		422.00
31	INT'L EXTENSION	KANO	K08384	5/31/76	12/01/88	36		810.00
31	INT'L EXTENSION	KANPUR	K08866	9/21/77	12/01/88	22		495.00
31	INT'L EXTENSION	NAIROBI	K09229	6/24/78	12/01/88	32		697.50
31	INT'L EXTENSION	NAIROBI-SPARTANS	K11113	3/02/84	12/01/88	14		315.00
31	INT'L EXTENSION	NAM SEOUL	K09506	2/20/79	12/01/88	39		375.00
31	INT'L EXTENSION	NORTH MOMBASA	K11127	3/03/84	12/01/88	22		495.00
31	INT'L EXTENSION	OLIVE BRANCH, NAIROBI, KE	K11051	11/19/83	12/01/88	32		697.50
31	INT'L EXTENSION	ONITSHA	K11715	4/23/86	12/01/88	25		562.50
31	INT'L EXTENSION	OWERRI	K11260	7/10/84	12/01/88	28		631.45
31	INT'L EXTENSION	POHNPEI, PONAPE	K10752	7/15/82	12/01/88	37		832.50
31	INT'L EXTENSION	SINAN	K12165	9/18/87	12/01/88	30		202.50

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31	INT'L EXTENSION	SINGAPORE	K06810	6/15/71	12/01/88	35		667.50
31	INT'L EXTENSION	SINGAPORE SOUTH	K11354	10/01/84	12/01/88	27		607.50
31	INT'L EXTENSION	STALLIONS, NAIROBI	K11126	2/19/84	12/01/88	37		1,085.10
31	INT'L EXTENSION	TUNIS-HANNIBAL	K10540	10/19/81	12/01/88	26		587.50
31	INT'L EXTENSION	YAOUNDE	K09323	8/22/78	12/01/88	35		787.50
31						761	29	15,032.04
33	ANDEAN	CARACAS	K11701	4/23/86	8/01/87	20		150.00
33	ANDEAN	SANTA ROSA DE YITERBO	K09429	10/23/78	5/01/88	21		787.50
33	ANDEAN	TUNJA	K09598	5/30/79	5/01/88	21		777.50
33	ANDEAN	BARRANCABERMEJA	K09479	2/19/79	12/01/88	25		717.50
33	ANDEAN	DUITAMA, BOYACA	K08458	8/14/76	12/01/88	18		782.50
33	ANDEAN	EL RUIZ-MANIZALES	K11822	9/10/86	12/01/88	23		353.50
33	ANDEAN	HEREDIA	K09269	8/17/78	12/01/88	15		535.00
33	ANDEAN	IBARRA	K12123	5/16/87	12/01/88	20		550.60
33	ANDEAN	MALAGA	K11476	6/01/85	12/01/88	17		252.50
33	ANDEAN	PORTOVIEJO-CENTRAL	K11065	12/28/83	12/01/88	18		415.00
33	ANDEAN	TULUA	K09146	5/02/78	12/01/88	15		252.50
33	ANDEAN	TUMACO	K11859	8/02/86	12/01/88	16		560.00
33	ANDEAN	TUQUERRES	K12202	12/16/87	12/01/88	20		180.00
33						249	13	6,314.10
34	AUSTRALIA	KATHERINE, NORTHERN TERRI	K10877	2/24/83	10/16/87	16		.00
34	AUSTRALIA	PARRAMATTA	K11952	3/12/87	9/08/88	26		.00
34	AUSTRALIA	SYDNEY	K06425	8/12/68	9/30/88	16		.00
34	AUSTRALIA	PAPUA NIUGINI-PORT MORESB	K11806	8/30/86	12/01/88	2		60.00
34						60	4	60.00
35	NEW ZEALAND-SOUTH PACIFIC	LAUTOKA CITY	K11830	9/19/86	6/03/88	40		600.00
35	NEW ZEALAND-SOUTH PACIFIC	NADI	K11956	3/11/87	6/03/88	30		468.00
35	NEW ZEALAND-SOUTH PACIFIC	NAUSORI	K11886	10/28/86	6/03/88	29		615.67
35	NEW ZEALAND-SOUTH PACIFIC	SUVA	K11957	3/12/87	6/03/88	26		405.60
35	NEW ZEALAND-SOUTH PACIFIC	HASTINGS	K07107	11/01/72	11/09/88	14		90.00
35	NEW ZEALAND-SOUTH PACIFIC	AUCKLAND	K06238	4/26/67	12/01/88	16		307.50
35	NEW ZEALAND-SOUTH PACIFIC	DUNEDIN NORTH	K08470	8/24/76	12/01/88	20		600.00
35						175	7	3,086.77
36	PHILIPPINE LUZON	CAPITOL CENTRE, NORTH FAI	K09978	5/12/80	8/06/86	0		.00
36	PHILIPPINE LUZON	PINAGLABANAN, SAN JUAN	K10977	8/10/83	8/06/86	13		.00
36	PHILIPPINE LUZON	CAVITE CITY	K08788	6/27/77	11/18/86	32		.00

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36	PHILIPPINE LUZON	HOLY CROSS NABUA	K11495	6/20/85	11/18/86	0	.00
36	PHILIPPINE LUZON	BINALATUNGAN, SAN CARLOS	K11468	6/09/85	5/08/87	0	202.50
36	PHILIPPINE LUZON	CACERES, NAGA CITY	K11719	5/15/86	5/08/87	0	217.50
36	PHILIPPINE LUZON	LINGAYEN	K11488	7/08/85	5/08/87	0	202.50
36	PHILIPPINE LUZON	MILAOR	K11711	5/05/86	5/08/87	0	210.00
36	PHILIPPINE LUZON	AMADEO, CAVITE	K11941	2/21/87	12/01/88	26	813.28
36	PHILIPPINE LUZON	ANNAK TI CABUGAO, ILOCOS	K12035	7/11/87	12/01/88	42	759.15
36	PHILIPPINE LUZON	ANTIPOLO EAST	K12195	12/15/87	12/01/88	23	349.03
36	PHILIPPINE LUZON	ANTIPOLO NORTH	K11979	4/05/87	12/01/88	26	421.74
36	PHILIPPINE LUZON	ANTIPOLO-VALLEY	K12157	10/11/87	12/01/88	22	395.23
36	PHILIPPINE LUZON	ASAC, ANGONO, RIZAL	K10703	5/27/82	12/01/88	21	345.00
36	PHILIPPINE LUZON	AYALA, MAKATI	K10060	6/19/80	12/01/88	17	637.50
36	PHILIPPINE LUZON	BAHAGHARI-ANTIPOLO, RIZAL	K12023	6/14/87	12/01/88	21	563.85
36	PHILIPPINE LUZON	BALATAN	K11712	5/06/86	12/01/88	32	1,200.00
36	PHILIPPINE LUZON	BARRA (MERCEDES), CAMARIN	K11878	10/16/86	12/01/88	26	941.98
36	PHILIPPINE LUZON	BATO, CAMARINES SUR	K11797	8/22/86	12/01/88	26	570.00
36	PHILIPPINE LUZON	BETIS, GUAGUA, PAMPANGA	K12151	10/03/87	12/01/88	25	361.85
36	PHILIPPINE LUZON	BICOL EXPRESS-LIGAO	K11869	10/01/86	12/01/88	32	1,185.00
36	PHILIPPINE LUZON	BUHI	K09461	1/21/79	12/01/88	9	802.50
36	PHILIPPINE LUZON	BULA, CAMARINES SUR	K11894	11/15/86	12/01/88	20	622.50
36	PHILIPPINE LUZON	CAINTA GREENLAND, CAINTA,	K12022	6/07/87	12/01/88	23	478.50
36	PHILIPPINE LUZON	CAINTA VISTA VERDE, CAINT	K12029	6/28/87	12/01/88	35	465.56
36	PHILIPPINE LUZON	CALABANAGA, CAMARINES SUR	K11629	12/17/85	12/01/88	21	772.50
36	PHILIPPINE LUZON	CANDABA, PAMPANGA	K12088	8/28/87	12/01/88	22	505.60
36	PHILIPPINE LUZON	CATTLE CITY, URDANETA, PA	K11817	9/09/86	12/01/88	28	515.15
36	PHILIPPINE LUZON	CONCEPCION, TARLAC	K12042	7/18/87	12/01/88	23	574.54
36	PHILIPPINE LUZON	DARAGA	K07529	6/05/74	12/01/88	16	360.00
36	PHILIPPINE LUZON	DAUNGANG MAYNILA	K11702	4/24/86	12/01/88	21	787.50
36	PHILIPPINE LUZON	GENERAL TRIAS, CAVITE	K11873	10/01/86	12/01/88	27	1,012.50
36	PHILIPPINE LUZON	GUAGUA	K08600	10/29/76	12/01/88	21	472.50
36	PHILIPPINE LUZON	GUMACA, QUEZON	K10609	2/02/82	12/01/88	7	120.10
36	PHILIPPINE LUZON	IRIGA CITY	K07425	2/25/74	12/01/88	25	615.00
36	PHILIPPINE LUZON	KUTANG BONIFACIO, MAKATI	K11253	8/01/84	12/01/88	7	280.00
36	PHILIPPINE LUZON	MAGALANG, PAMPANGA	K12064	8/12/87	12/01/88	25	609.50
36	PHILIPPINE LUZON	MAKILAS OF STA BARBARA, P	K11782	8/09/86	12/01/88	21	787.50
36	PHILIPPINE LUZON	MALABON	K11633	12/21/85	12/01/88	40	962.50
36	PHILIPPINE LUZON	MALATE-MANILA	K11576	10/01/85	12/01/88	27	1,012.50
36	PHILIPPINE LUZON	MANDALUYONG	K07285	8/03/73	12/01/88	15	450.00
36	PHILIPPINE LUZON	MARIKINA HEIGHTS, METRO M	K11818	9/10/86	12/01/88	12	180.00
36	PHILIPPINE LUZON	MARIKINA, RIZAL	K06646	6/19/70	12/01/88	8	300.00
36	PHILIPPINE LUZON	MASBATE	K11720	5/10/86	12/01/88	27	937.92
36	PHILIPPINE LUZON	MAY-NAR, GUINOBATAN	K11870	10/01/86	12/01/88	23	720.00
36	PHILIPPINE LUZON	MENDEZ, CAVITE	K11612	11/16/85	12/01/88	29	1,085.00
36	PHILIPPINE LUZON	NAGA CITY	K07445	2/24/74	12/01/88	31	930.00
36	PHILIPPINE LUZON	NASUGBU-LIAN	K07320	9/11/73	12/01/88	17	398.62
36	PHILIPPINE LUZON	NOVALICHES EAST, QUEZON C	K10283	3/22/81	12/01/88	13	487.50
36	PHILIPPINE LUZON	PASIG, GREEN PARK	K11128	3/17/84	12/01/88	37	1,320.00
36	PHILIPPINE LUZON	PASONG TAMO	K11405	3/05/85	12/01/88	29	1,087.50

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TOTAL NOT-MEETING CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.		A/R BALANCE
36	PHILIPPINE LUZON	PINES CITY, BAGUIO CITY	K12030	6/30/87	12/01/88	20		525.00
36	PHILIPPINE LUZON	POLANGUI	K09023	12/04/77	12/01/88	17		285.00
36	PHILIPPINE LUZON	PUERTO PRINCESA CITY	K11514	8/07/85	12/01/88	44		1,650.00
36	PHILIPPINE LUZON	PURA	K11533	9/09/85	12/01/88	20		750.00
36	PHILIPPINE LUZON	S G L MAKATI	K11592	10/03/85	12/01/88	30		1,125.00
36	PHILIPPINE LUZON	SAGNAY	K11713	5/09/86	12/01/88	30		1,125.00
36	PHILIPPINE LUZON	SAN FERNANDO CAPITAL	K11503	7/26/85	12/01/88	23		517.50
36	PHILIPPINE LUZON	SAN FERNANDO NORTH, SAN F	K12072	8/16/87	12/01/88	23		555.72
36	PHILIPPINE LUZON	SAN MANUEL, TARLAC	K11802	8/29/86	12/01/88	30		915.00
36	PHILIPPINE LUZON	SAN VICENTE, SAN PEDRO, L	K12178	11/21/87	12/01/88	20		400.60
36	PHILIPPINE LUZON	SORSOGON	K08486	6/07/76	12/01/88	26		975.00
36	PHILIPPINE LUZON	STO. TOMAS, PAMPANGA	K09822	10/31/79	12/01/88	24		380.00
36	PHILIPPINE LUZON	SUMAGANG, IRIGA CITY	K11718	5/14/86	12/01/88	29		1,087.50
36	PHILIPPINE LUZON	TABACO MAYON	K11348	10/17/84	12/01/88	29		1,087.50
36	PHILIPPINE LUZON	TERESA EAST	K11871	10/01/86	12/01/88	18		600.00
36	PHILIPPINE LUZON	TINAMBAC	K11742	5/31/86	12/01/88	17		705.00
36	PHILIPPINE LUZON	GOA	K09537	2/24/79	4/10/89	39		550.00
36						1,482	68	42,262.92
42	PHILIPPINE SOUTH	BANSALAN, DAVAO DEL SUR	K11528	8/03/85	12/01/88	17		388.42
42	PHILIPPINE SOUTH	BILIRAN	K11183	3/13/84	12/01/88	27		1,012.50
42	PHILIPPINE SOUTH	CABADBARAN	K07211	4/30/73	12/01/88	21		832.50
42	PHILIPPINE SOUTH	CALATRAVA	K12155	10/02/87	12/01/88	20		438.00
42	PHILIPPINE SOUTH	DIPOLOG CITY	K07679	12/13/74	12/01/88	20		750.00
42	PHILIPPINE SOUTH	DIWATA, SAN FRANCISCO, AG	K11988	4/19/87	12/01/88	27		757.02
42	PHILIPPINE SOUTH	EBRO,SAN FRANCISCO,AGUSAN	K11602	10/26/85	12/01/88	25		907.50
42	PHILIPPINE SOUTH	ESCALANTE	K10598	12/13/81	12/01/88	21		465.00
42	PHILIPPINE SOUTH	ESPERANZA	K12196	10/04/87	12/01/88	30		657.00
42	PHILIPPINE SOUTH	GENERAL SANTOS	K06445	11/03/68	12/01/88	19		307.50
42	PHILIPPINE SOUTH	IPIL, ZAMBOANGA DEL SUR	K11470	6/09/85	12/01/88	39		1,153.62
42	PHILIPPINE SOUTH	KABASALAN	K11763	6/09/86	12/01/88	30		1,077.04
42	PHILIPPINE SOUTH	KANCABATO BAY, TACLOBAN C	K11222	6/10/84	12/01/88	15		315.00
42	PHILIPPINE SOUTH	KANHURAW, TACLOBAN CITY,	K11116	3/07/84	12/01/88	17		630.00
42	PHILIPPINE SOUTH	KAUSWAGAN	K11760	6/22/86	12/01/88	13		195.00
42	PHILIPPINE SOUTH	KWEEN CITY, ILOILO CITY	K08415	5/15/76	12/01/88	21		580.00
42	PHILIPPINE SOUTH	LAGAO, GENERAL SANTOS CIT	K10920	6/05/83	12/01/88	13		487.50
42	PHILIPPINE SOUTH	MAASIN, SOUTHERN LEYTE	K12179	12/21/87	12/01/88	42		841.26
42	PHILIPPINE SOUTH	MAIGO	K11762	6/16/86	12/01/88	20		245.00
42	PHILIPPINE SOUTH	MANGIMA CANYON, MANOLO FO	K12038	6/20/87	12/01/88	28		735.00
42	PHILIPPINE SOUTH	MATINA, DAVAO CITY	K12240	2/22/88	12/01/88	30		278.40
42	PHILIPPINE SOUTH	METRO BUTUAN	K11659	1/11/86	12/01/88	29		1,087.50
42	PHILIPPINE SOUTH	METRO CARIGARA	K10796	9/20/82	12/01/88	17		697.50
42	PHILIPPINE SOUTH	METRO CATBALOGAN, SAMAR	K11994	4/26/87	12/01/88	29		750.67
42	PHILIPPINE SOUTH	METRO DUMAGUETE	K10819	9/26/82	12/01/88	16		425.00
42	PHILIPPINE SOUTH	METRO ILIGAN	K12177	11/14/87	12/01/88	16		352.50
42	PHILIPPINE SOUTH	METRO OZAMIS	K11776	7/26/86	12/01/88	34		1,450.00

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TOTAL NOT-MEETING CLUBS

DIST. ID.	DISTRICT NAME	C L U B N A M E	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.		A/R BALANCE
42	PHILIPPINE SOUTH	MIAGAO ILOILO	K11353	10/28/84	12/01/88	32		1,170.00
42	PHILIPPINE SOUTH	MT. MATUTUM, POLOMOLOK, S	K12071	8/18/87	12/01/88	25		575.61
42	PHILIPPINE SOUTH	NEW WASHINGTON	K11887	10/25/86	12/01/88	24		869.52
42	PHILIPPINE SOUTH	PANITAN, CAPIZ	K10717	5/01/82	12/01/88	22		430.00
42	PHILIPPINE SOUTH	PROSPERIDAD, AGUSAN, DEL SU	K11378	12/09/84	12/01/88	33		1,237.50
42	PHILIPPINE SOUTH	ROSARIO, AGUSAN DEL SUR	K12166	10/31/87	12/01/88	33		700.59
42	PHILIPPINE SOUTH	SAMBOANGAN CITY	K10597	11/30/81	12/01/88	29		363.50
42	PHILIPPINE SOUTH	SARMIENTO, PARANG	K10781	9/12/82	12/01/88	23		862.50
42	PHILIPPINE SOUTH	SOGOD	K08633	10/10/76	12/01/88	28		1,050.00
42	PHILIPPINE SOUTH	SOUTH DAVAO	K11788	6/29/86	12/01/88	25		915.00
42	PHILIPPINE SOUTH	ST. JAMES, BUENA VISTA, A	K12105	9/16/87	12/01/88	38		855.00
42	PHILIPPINE SOUTH	SURIGAO CITY	K07659	10/06/74	12/01/88	35		1,312.50
42	PHILIPPINE SOUTH	TANDAG CAPITOL,	K11758	6/23/86	12/01/88	2		75.00
42	PHILIPPINE SOUTH	TANJAY, NEGROS ORIENTAL	K08823	8/06/77	12/01/88	24		900.00
42	PHILIPPINE SOUTH	TIMBER CITY-BUTUAN	K07128	1/13/73	12/01/88	26		975.00
42	PHILIPPINE SOUTH	TIMOG DABAW	K08761	5/16/77	12/01/88	16		600.00
42	PHILIPPINE SOUTH	TRENTO, AGUSAN DEL SUR	K11601	10/26/85	12/01/88	33		990.00
42	PHILIPPINE SOUTH	ZILLOVIA	K12208	12/29/87	12/01/88	15		378.75
42						1,099	45	32,076.90
44	REPUBLIC OF CHINA	CHUNG HSING	K09212	3/29/78	12/03/86	0		82.50
44	REPUBLIC OF CHINA	HSIN SHIE	K10706	4/25/82	12/03/86	0		150.00
44	REPUBLIC OF CHINA	TAIPEI-KUANGHWA	K09969	5/25/80	12/03/86	0		165.00
44	REPUBLIC OF CHINA	TAIPEI-YANGMING	K10803	9/29/82	12/03/86	0		67.50
44	REPUBLIC OF CHINA	LONG SUN	K09426	11/15/78	12/01/88	26		555.00
44	REPUBLIC OF CHINA	MOUNTAIN CITY	K11498	7/28/85	12/01/88	27		1,012.50
44	REPUBLIC OF CHINA	PLUM FLOWER, TAIPEI	K10987	9/01/83	12/01/88	32		1,162.50
44	REPUBLIC OF CHINA	PU LI	K09406	10/28/78	12/01/88	28		995.00
44	REPUBLIC OF CHINA	TUNG NAN, TAIWAN	K10225	11/15/80	12/01/88	38		732.50
44						151	9	4,922.50
GRAND TOTAL						6,400	318	126,239.95

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1989-90 INTERNATIONAL COMMITTEE APPOINTMENTS

ACHIEVEMENT

Chairman: J.F. "Joe" DeSort - 4293 Farmbrook Lane, Kennesaw, GA 30144 Bus: 404/423-0194 (Marietta Club) **Reni**

Members: Glen Bagnell - 54 Raymoor Dr., Dartmouth, Nova Scotia B3A 1M2, CANADA Bus: 902/464-2620 (Dartmouth Club) **Shirley**

Jack F. Crockett - 957 Osprey Drive, Melbourne, FL 32940 Res: 417/242-1758 (Cocoa Club) **Coralie**

David K. Holderman - 62626 Stephanie St., Goshen, IN 46526 Bus: 219/533-0505 (Goshen-Noon Club) **Diane**

Elbert L. Kidd - 121 Ocala Dr., Montgomery, AL 36117 Res: 205/277-3728 (Good Morning, Montgomery Club) **Marge**

ADMINISTRATION

Chairman: W. Leonard Fant - 100 Gross Crescent, Ft. Oglethorpe, GA 30742 Bus: 404/858-2100 (Ft. Oglethorpe Club) **Bobbie**

Members: James B. Dye - 9130 Greenway Ct., L-185, Saginaw, MI 48603 Bus: 517/793-9111 (Saginaw, Riverside Club) **Pat**

Jack K. Frost - 4309 Tamarisk Dr., Oklahoma City, OK 73120 Res: 405/751-7005 (Mayfair, Oklahoma City Club) **Avonne**

John H. LePenske, Jr. - 5321 S. Jellison St., Littleton, CO 80123 Res: 303/973-7446 (East Jeffco, Lakewood Club) **Vera**

James A. Levesque - 41 Harvest Dr., P.O. Box 2524, Duxbury, MA 02331 Bus: 617/350-8408 (Duxbury Club) **Ruth**

E. Murray Taylor - 1436 Peacock Lane, Fairmont, WV 26554 Res: 304/366-2153 (Fairmont Club) **Betty**

BUILDERS CLUBS

Chairman: James A. Hallman, D.D.S. - 538 Foxwood Blvd., Englewood, FL 34224 Res: 813/475-1081 (Oct.-Jun.); 123 N. Hanover St., Pottstown, PA 19464 Res: 215/323-2253 (Jun.-Oct.) (Pottstown Club) **Nancy**

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(BUILDERS CLUBS CONT.)

Members:	Erick B. "Rick" Erickson - 2671 S. Garland St., Lakewood, CO 80227 Res: 303/988-3720 (Green Mountain Club)	**Rita**
	Joseph C. Hillier, D.D.S. - 4701 Buckingham Ct., Chester, VA 23831 Bus: 804/748-5008 (Chester Club)	**Susanne**
	Robert J. Tollefson - Buena Vista College, Storm Lake, IA 50588 Bus: 712/749-2263 (Storm Lake Beavers Club)	**Barbara**

CHILDREN'S MIRACLE NETWORK TELETHON

Chairman:	Ces Lawton - 2000 Silver Star Rd., Orlando, FL 32804 Bus: 407/293-8131 (Orlando Club)	**Sharon**
Members:	William J. Dawson - 453 N. Clark St., Nappanee, IN 46550 Res: 219/773-4336 Fax: 219/831-3515 (Nappanee II Club)	**Barb**
	Richard G. Feeser - P.O. Box 372, Taneytown, MD 21787 Res: 301/756-4591 (Taneytown Club)	**Patricia**
	L.J. "Les" Mace - 2516 S. Sheridan, Springfield, MO 65804 Res: 417/881-4826 (Springfield South Club)	**Virginia**
	F. Larry Rittgarn - 3005 Edgewood Dr., Fargo, ND 58102 Res: 701/293-7171 (Fargo Rough Riders Club)	**Pat**

CIRCLE K CLUBS

Chairman:	Thomas P. Ewbank - Merchants Nat'l Bank & Trust Co., 1 Merchants Plaza, 600-E, Indianapolis, IN 46255 Bus: 317/267-7260 (Indianapolis Club)	**Alice Ann**
Members:	Chester Bogushas - 60 Bronson Dr., Middlebury, CT 06762 Bus: 203/756-6516 Res: 758-8034 (Waterbury Club)	**Else**
	Andrew A. Chaffin - P.O. Box 264, Gadsden, AL 35902 Res: 205/543-3836 (Gadsden Club)	**Elsie**

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(CIRCLE K CLUBS CONT.)

John A. Ward - Rt. 2, Box 440, Harpers Ferry, WV 25425 Res: 304/725-9520 (Charles Town Club) **Ruth**

Allan G. Wood - P.O. Box 3385, Lacey, WA 98503 Res: 206/491-1414 (North Thurston, Olympia Club) **Margaret**

CLUB DEVELOPMENT & MEMBER RETENTION - EAST

Chairman: Tom P. Horan - 1004 SE 9th St., Willmar, MN 56201 Res: 612/231-1000 (Willmar Club) **Marcia**

Members: Richard B. Domingos - 246 Corbin Ave., Macon, GA 31204 Res: 912/743-7334 (Macon Club) **Mary**

William Homisak - 1310 Louisa St., Williamsport, PA 17701 Res: 717/323-1495 (Williamsport Club) **Ellie**

Larry L. Kuppler - 26 Norwood Dr., Decatur, IL 62521 Bus: 217/424-1223 Res: 429-6155 (Decatur Club) **Dottie**

H.G. "Bert" Robinson - P.O. Box 414, Natchez, MS 39121 Res: 601/442-5323 (Natchez Club) **Mary**

Robert C. Swanson - 6522 Newhall Rd., Charlotte, NC 28226 Res: 704/366-8427 **Helen**

CLUB DEVELOPMENT & MEMBER RETENTION - WEST

Chairman: Phillip C. "Pappy" Rawlins - 8338 Windway Dr., San Antonio, TX 78239 Res: 512/656-5925 (Greater Randolph Area Club) **Sally**

Members: Alonzo J. "Lonny" Bryan - 8115 S. Poplar Way #B203, Englewood, CO 80112 Res: 303/771-6168 (South Denver Club) **N/A**

Stanley E. Snow - P.O. Box 467, Twin Falls, ID 83303 Bus: 208/733-4208 (Twin Falls Club) **Betty**

Henry O. "Hank" Strand - 3008 May St., Eau Claire, WI 54701 Res: 715/834-5953 (Eau Claire Club) **Betty**

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(CLUB DEVELOPMENT & MEMBER RETENTION - WEST CONT.)

H. G. Vander Vorst - 302 1st Ave., NE, P.O. Box 342 Mandan, ND 58554 Res: 701/663-3653 (Mandan Club) — **Darlene**

COMMUNITY SERVICES

Chairman: Gerald P. Christiano - 2706 Main St., Leicester, NY 14481 Res: 716/382-3516 (York-Leicester Club) — **Anita**

Members: T. Donald Cairns - 46 Adams St., Clifton, NJ 07011 Res: 201/772-5826 (Verona-Cedar Grove Club) — **N/A**

Charles L. "Chuck" Clutts - 506 Juneau Ave., Fairbanks, AK 99701 Res: 907/452-5830 (Chena-Fairbanks Club) — **Joan**

Robert Jolley - 15159 Garcal Dr., San Jose, CA 95127 Res: 408/258-3960 (South San Jose Club) — **Marcia**

Luther M. Smith - 5956 Crestwood Circle, Birmingham, AL 35212 Res: 205/592-3572 (Birmingham Club) — **Jewell**

CONSTITUTION AND BYLAWS

Chairman: Fay H. McDonald - 633 Willow Rd., Naperville, IL 60540 Res: 312/355-3487 (Naperville Club) — **Marge**

Members: Mark Arthur, Jr. - 525 Main St., P.O. Box 111, Russell, KS 67665 Bus: 913/483-3195 (Russell Club) — **Judy**

Frank J. DiNoto - 11 Bordeaux, Newport Beach, CA 92660 Bus: 714/957-8860 (Rosemead Club) — **Mary Jane**

James B. Richard - 925 Rebecca Ave., Wilkinsburg, Pittsburgh, PA 15221 Res: 412/371-2601 (Wilkinsburg Club) — **Nancy**

Ernest Sturch, Jr. - Southeastern Oklahoma State Universary, Durant, OK 74701 Res: 405/924-0816 (Durant Club) — **Kathy**

COUNCIL AND CONVENTION MUSIC

Co-Chairmen: Verrollton C. "Vic" Shaul - 72 Greencroft Dr., Champaign, IL 61821 Res: 217/352-4051 (Champaign-Urbana Club) — **Wilma Jane**

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(COUNCIL AND CONVENTION MUSIC CONT.)

Charles H. Greenwood - 2504 W. Lincolnshire Dr., Muncie, IN 47304 Bus: 317/285-8230 (Muncie Club) — **Theresa**

DISTRICT SECRETARIES

Chairman: Daniel P. Borba - 8000 Capwell Dr., Ste. 10, Oakland, CA 94621 or P.O. Box 6369, Oakland, CA 94603-0369 Bus: 415/562-7055 (Hayward Club — **Rose**

Members:

Roy H. Frank - 10184 SW Laurel, P.O. Box 747, Beaverton, OR 97075 Bus: 503/641-8869 (Beaverton Club) — **Dixie**

Dale Hudson - P.O. Box 8369, Mesa, AZ 85214 Bus: 602/969-5978 (Mesa Club) — **Marjorie**

Charles H. "Pheeze" Kemper - P.O. Box 86, Troy, MO 63379 Bus: 314/528-7562 (Troy Club) — **Mary Ann**

Russell L. Luckow - Dist. Office: P.O. Box 1093, Appleton, WI 54912 Bus:414/738-9448 (Appleton Club) — **Edna**

Kevin E. Thomas - Dist. Office: 2404 Park Dr., Commerce Park, Harrisburg, PA 17110 Bus: 717/5409300 (Cumberland County Club) — **Audrey**

HUMAN AND SPIRITUAL VALUES

Chairman: George M. Scheer, Jr. - 275 Lincoln Piedmont Bldg., 3405 Piedmont Rd., NE, Atlanta, GA 30305 Bus: 404/266-1999 (Peachtree, Atlanta Club) — **Michele**

Members:

David Class - 401 E. Meridian, P.O. Box 127, Dade City, FL 34297-0127 Bus: 904/521-6230 (Dade City Club) — **Diane**

Douglas R.K. Everett - 2106 Kirk Rd., Youngstown, OH 44511 Bus: 216/726-8101 (Mill Creek Club) — **Joan**

J. Donovan Jackson - 1043 Allouez Rd., Marquette, MI 49855 Res: 906/225-1074 (Marquette Club) — **Betty**

James W. Jackson - P.O. Box 15, Boone, NC 28607 Res: 704/264-2171 (Boone Club) — **N/A**

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INTERNATIONAL RELATIONS

Chairman:	Walter G. Sellers - 1125 Wilberforce-Clifton Rd., P.O. Box 494, Wilberforce, OH 45384 (Xenia Club)	**N/A**
Members:	James C. Carroll - 916 Spring, Lewistown, MT 59457 Res: 406/538-5354 (Lewistown Sunrise Club)	**Patricia**
	Paul J. Cordova - 202 E. 6th St., Trinidad, CO 81082 Res: 719/846-7721 (Trinidad Club)	**Roberta**
	Dieter Kalbhenn - Ransenaecker 14, P.O. Box 68, D-6719 Hettenleidelheim, GERMANY Bus: 049/6351-43388 Res: 6351-8342 Fax: 6351-43366 (Weinstrasse Club)	**Erdmute**
	G. Ray Peek - P.O. Box 156, Victoria Park, 6100 W.A., AUSTRALIA Res: 09/361-6357 (Perth Club)	**Margaret**
	Avelino V. "Beling" Tanjuakio - Hermenigilda St., Gate 3, San Sebastian Village, Tarlac, 2101 Tarlac, PHILIPPINES Bus: 63-47/31-102997 Res: 63-47/31-592997 (Tarlac Club)	**Nita**

KEY CLUB

Chairman:	Thomas A. Muchler - R.D. #3, P.O. Box 209, Mifflinburg, PA 17844 Bus: 717/966-1086 (Mifflinburg Club)	**Judy**
Members:	Ronald J. Fischer - Box N, Harlowton, MT 59036 Res: 406/632-5598 (Harlowton Club)	**Esther**
	Roger L. Lawrence - 2215 Kellogg, Ames, IA 50010 Res: 515/232-8402 (Ames Club)	**Pauline**
	Frederick A. Terrell, Jr. - 1548 Parkland Dr., Lynchburg, VA 24503 Res: 804/384-1075 (Lynchburg Club)	**Kay**
	Donald G. Wilson - 4209 Ranch View Rd., Ft. Worth, TX 76109 Res: 817/923-1792 (University Area, Fort Worth Club)	**Margaret**

KIWANIANNE CLUBS

Chairman:	Robert H. Andrew - 32325 Arbor Lake Dr., Wilsonville, OR 97070 Res: 503/694-1617 (Oregon City Club)	**Marion**

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(KIWANIANNE CLUBS CONT.)

Members:	Robert W. Last - 962 Martin Ave., Fond du Lac, WI 54935 Res: 414/921-3972 (Fond du Lac Club)	**Jackie**
	Leslie L. Myers - 7100 Old Post Rd. #7, Lincoln, NE 68506 Res: 402/488-9518 (Lincoln, Capital City Club)	**Judy**
	Reginald Wellington - 4 Awatea Terr., Rotorua, NEW ZEALAND Res: 073/59239 (Roto Whenua, Rotorua Club)	**Marion**

KIWANIS INFORMATION & LEADERSHIP DEVELOPMENT

Chairman:	Paul E. Tomshany - 1971 Parker, Dexter, MI 48130 Res: 313/426-3632 (Dexter Club)	**Gale**
Members:	Richard E. Bell - 1037 Westmorland Dr., P.O. Box 1673, Wenatchee, WA 98807-1673 Res: 509/663-8077 (Wenatchee Club)	**Betty**
	James J. Johnston, Jr. - 467 Fielding Dr., Pittsburgh, PA 15235 Res: 412/793-0511 (Penn Hills Club)	**Shirley**
	Eliot H. Potter - 105 SE 10th St., Topeka, KS 66612 Res: 913/235-5996 (Topeka Club	**Treva**
	Keith V. Robin - 3008 11th Ave., S., Lethbridge, Alberta T1K 0L8, CANADA Res: 403/327-0458 (Lethbridge Club)	**Jean**
	Thomas C. Vette - 3905 Tower Dr. (5A8), Richton Park, IL 60471 Res: 312/748-2006 (Homewood-Flossmoor Club)	**Betty**

MAJOR EMPHASIS PROGRAM

Chairman:	Lindley H. "Dig" DeGarmo - 3801 Millender Mill Rd., Upperco, MD 21155 Res: 301/239-8363 (Reisterstown Club)	**Peggy**
Members:	Preston Forbes - 22 Hampden Park, Tiffin, OH 44883 Bus: 419/448-2216 Fax: 419/448-2124 (Tiffin Club)	**Jean**
	Larry S. Kravet - 3 Eagle Lane, Palm Harbor, FL 34683 Res: 813/734-4091 (Dunedin Club)	**Maria**

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(MAJOR EMPHASIS PROGRAM CONT.)

David T. Lockwood - Kiwanis Trauma Institute-Box 344, New England Medical Center, 750 Washington St., Boston, MA 02111 Bus: 617/956-6380 Fax: 617/350-8122 (Duxbury Club) — **N/A**

Bryan Williams - 18 Lincoln Parade, Aspendale, Victoria 3195, AUSTRALIA Res: 03/580-5358 Fax: 03/670-8808 (Mordialloc-Aspendale, Victoria Club) — **Lonnie**

MEMBERSHIP GROWTH - EAST

Chairman: A. James Kauffman - Ste. 1104, 700 E. Main St., P.O. Box 1-P, Richmond, VA 23202 Bus: 804/649-9251 (Chesterfield Club) — **Pat**

Members: Eugene Burman - Hollywood & Vine, Centerville, MA 02632 Bus: 508/775-0079 (Hyannis Club) — **Marcy**

Leslie H. Garner - P.O. Box 1446, Greenville, NC 27835 Res: 919/756-2300 Fax: 919/758-7736 (Greenville-University City Club) — **Evelyn**

Joseph O. Hesch - 217 N. 7th St., Wahpeton, ND 58075 Res: 701/642-2487 (Wahpeton Club) — **Carol**

Charles H. Price - 125 Castlebar Rd., Rochester, NY 14610 Res: 716-442-9532 (Southwest Rochester Club) — **Pauline**

MEMBERSHIP GROWTH - WEST

Chairman: Raymond A. Wallander - 1035 Vondelpark Dr., Colorado Springs, CO 80907 Bus: 719/578-8091 (Rampart Range Club) — **Carol**

Members: Derek L. "Dirk" Bannister - 1229 Meadowbrook Dr., Airdrie, Alberta T4A 1W7, CANADA Res: 403/948-2473 (Northmount, Calgary Club) — **Cheryl**

William F. Lytle - 2117 Derdall, Brookings, SD 57006 Res: 605/692-2537 (Brookings Club) — **Margaret**

Stewart L. "Stu" Rosen - 660 Main St., Placerville, CA 95667 Bus and Res: 916/622-3851 (Placerville Club) — **Polly**

(over).

(MEMBERSHIP GROWTH - WEST CONT.)

W. Allen Young - 74 Derby St., 1 Christchurch, NEW ZEALAND Bus: 03/651-183 (East Christchurch Club) — **Collee**

MEMBERSHIP GROWTH - EUROPE

Chairman: Guy Caron, M.D. - Rue des Wets 42, 59500 Douai, FRANCE Bus: 27/888812 (Douai Club) — **Marie-Lou**

NEW CLUB BUILING - EAST

Chairman: Leo J. Sheetz - P.O. Box 1173, Kill Devil Hills, NC 27948 Bus: 919/441-7283 (Kill Devil Hills, The Outer Banks Club) — **Mary**

Members: Floyd Baugus - P.O. Box 312, Wynne, AR 72396 Res: 501/238-3556 (Wynne Club) — **Gertie**

Joe L. Griffeth, M.D. - P.O. Box 399, Commerce, GA 30529 Bus: 404/335-5155 (Commerce Club) — **Ann**

James R. Washington - P.O. Box 481, (2035th Ave.,) W. Cape May, NJ 08204 Res: 609/884-4812 (Cape May Club) — **Alice**

NEW CLUB BUILDING - WEST

Chairman: Wayne Hoeft - 10043 Olivia Terr., Sun Valley, CA 91352 Bus: 213/467-4148 (East Hollywood-Los Feliz Club) — **N/A**

Members: Howard L. Bauder - 195 Eldorado, P.O. Box 1329, Nederland, CO 80466 Res: 303/258-3809 (East Jeffco, Lakewood Club) — **Jane**

Peter H. Cattrall - 25 Jenkins Ave., Rostrevor, 5073 S.A., AUSTRALIA Res: 08/337-5523 Fax: 08/231-0026 (Rostrevor-Campbelltown Club) — **Jan**

Howard M.W. Chang - 1-1 Ta Ya Rd., Taichung 40409, Taiwan, R.O.C. Bus: 04/225-4883 Res: 04/223-2898 (Taichung Club) — **Mu-yen Tang**

Michael G. Pratt - P.O. Box 1665, (4124 Del Rio Dr., E.), Cottonwood, AZ 86326 Bus: 602/267-7512 Res: 602/646-6459 (Clarkdale-Verde District Club) — **Suzanne**

(over)

(NEW CLUB BUILDING - WEST CONT.)

Marvin W. Sapaugh - P.O. Box 202545, Arlington, TX 76006 Bus: 817/335-8122 (Arlington-North Star Club) **N/A**

Vladimir "Val" Urlich - RD 1, Tokerau Beach, Kaitaia, NEW ZEALAND Res: 0889/87194 (Kaitaia Club) **Mavis**

Ray A. Williams - 1305 Spadina Cres., E., Saskatoon, SK S7K 3J2, CANADA Res: 306/664-2293 (Riversdale, Saskatoon Club) **Lorraine**

NEW CLUB BUILDING - EUROPE

Chairman: Hans Servais - Sip 17, 4728 Hergenrath, Belgium, GERMANY Bus: 87/659996 (Aachen-Urbs Aquensis Club) **Annalie**

ON TO ST. LOUIS

Chairman: L. J. "Les" Mace - 2516 S. Sheridan, Springfield, MO 65804 Res: 417/881-4826 (Springfield South Club) **Virginia**

Members: J.R. "Jim" Brooks - P.O. Box 1927, Scottsdale, AZ 85252 Res: 602/443-8968 (Scottsdale Club) **Leanna**

Robert A. Calabrese - 1352 Culver Rd., Rochester, NY 14609 Bus: 716/482-4080 (Penfield Perinton Townships Club) **Janis**

Cecil L. Winn - 107 Chesterfield Dr., Hattiesburg, MS 39402 Bus: 601/545-6500 Res: 264-5637 Fax: 545-6510 (Hattiesburg Club) **Diane**

PROJECT 39

Chairman: George Kane, D.D.S. - 35 E. Grassy Sprain Rd., Yonkers, NY 10710 Bus: 914/337-5252 (East Yonkers Club) **Amy**

Members: Rick L. Ediger - 1502 Second Ave., P.O. Box 1949, Scottsbluff, NE 69361 Bus: 308/632-3811 Fax: 308/635-0907 (Scottsbluff Club) **Patti**

Neil G. Giuliano - Alumni Center-Arizona State Univ., Tempe, AZ 85287-1004 Bus: 602/965-3566 (Tempe Club) **N/A**

Neil Simmons - 3848 Veterans Blvd., Ste. 207, Metairie, LA 70002 Bus: 504/888-5036 (Crescent City, Eye-Openers, New Orleans Club) **Michele**

(over)

(PROJECT 39 CONT.)

Robert G. Wegner - 4038 Grove Ave., Brookfield, IL 60513 Bus: 312/727-4863 (Brookfield Club) **Donna**

PUBLIC RELATIONS

Chairman: Robert E. Lynch - 2041 S. Durkee Rd., Grafton, OH 44044 Bus: 216/329-7221 (Grafton-Midview Club) **Janet**

Members: Myral C. "Doc" Coatney - 6235 Truman Rd., Kansas City, MO 64126 Bus: 816/231-5600 (Blue Valley, Kansas City Club) **Billie**

Ronald L. Logsdon - 4016 S. Griffith Ave., Owensboro, KY 42301 Bus: 502/686-1610 (Owensboro Club) **Barbara**

Donn H. Roy - 18 Waterford Dr., Englewood, FL 34223 Res: 813/474-1647 (Englewood Club) **Betty**

RESOLUTIONS

Chairman: Wilbur A. "Will" Sundt - N1059 Cold Spring Rd., Fort Atkinson, WI 53538-9654 Res: 414/473-2310 (Fort Atkinson Club) **Jean**

Members: Raymond B. Allen - 565 11th St., A West, Owen Sound, Ontario N4K 3T8, CANADA Res: 519/376-3273 (Owen Sound Club) **Marj**

James C. Brooks - P.O. Box 20296, Raleigh, NC 27619 Res: 919/787-3071 (The Capital City-Raleigh Club) **Betty**

Thomas J. Deen, Jr. - 16051 Lingle Rd., (P.O. Box 40), Istachatta, FL 34636 Res: 904/796-6682 (Brooksville Club) **Betty Jo**

Merald T. Enstad - 128 Washington Ave., E., Fergus Falls, MN 56537 Res: 218/736-3211 (Fergus Falls Club) **Jeanette**

Gene C. "Obie" O'Brien - 5013 SE Allan Rd., Milwaukie, OR 97267 Res: 503/654-3597 (Milwaukie Club) **Marlene**

M.F. "Thursty" Thurston, Jr. - 2415 Bluff Blvd., Columbia, MO 65201 Res: 314/442-4151 (Columbia Club) **Virginia**

Raymond Wolfson - 180 Allen Ave., Newton, MA 02168 Res: 617/332-0803 (Roxbury Club) **Gertrude**

75th ANNIVERSARY

Chairman: James D. Heymes - 1360 Balfour, Grosse Pointe Park, MI 48230 Bus: 313/237-7131 Fax: 313/237-6498 (Detroit #1 Club) **Charlotte**

(over)

(75th ANNIVERSARY CONT.)

Honorary Chairman:	Walter J. L. Ray - 26962 Franklin Rd., Apt. 101, Southfield, MI 48034 Res: 313/354-3152 (Detroit #1 Club)	**N/A**
Members:	Raymond B. Allen - 565 11th St. "A" West, Owen Sound, ON, N4K 3T8, CANADA Res: 519/376-3202 (Owen Sound Club)	**Marj**
	R. Tyler Bland, Jr. - 426 First St., P.O. Box 1702, West Point, VA 23181 Bus: 804/843-3279 (West Point Club)	**Trudy**
	Lawrence A. "Larry" Hapgood - 1105 N. Mill St., Naperville, IL 60540 Res: 312/420-7165 (June-Dec.); 7550 E. Liana Dr., Tucson, AZ 85710 Res: 602/ 885-9663 (Jan.-May) (Western Springs, Illinois Club)	**Peg**
	Noris A. Lusche - 12164 Exposition Dr., Lakewood, CO 80228 Res: 303/985-4329 (South Denver Club)	**Jean**
	William L. Martin - 91 Chestnut St., Oneonta, NY 13820 Res: 607/432-8232 (Oneonta Club)	**Sheila**
	R. P. "Reg" Merridew - 2885 Shannon Rd., Northbrook, IL 60062 Res: 312/564-1945 (Glenview-Northbrook Club)	**Doris**
	Ted R. Osborn - 2055 Old Franklin Pike, Lexington, KY 40510 Bus: 606/252-6323 (Blue Grass, Lexington Club)	**N/A**
	Richard L. Prada - 1045 Marsh Creek Ln., Manteca, CA 95336 Bus: 209/239-9856 Res: 823-4639 Fax: 239-9856 (Manteca Club)	**Vel**
	John T. Roberts - 6636 Sheffield Ave., Baton Rouge, LA 70806 Res: 504/925-8677 (Audubon, Baton Rouge Club)	**Patsy**
Ex-Officio Members:	Anton J. "Tony" Kaiser - 37 Acme Ave., Bethpage, NY 11714 Res: 516/681-5822 (Farmingdale Club)	**Mim**
	Gene R. Overholt - 40439 Newporte Dr., Plymouth, MI 48170 Res: 313/453-1147 (Apr.-Dec.); 16 Waterford Dr., Englewood, FL 34223 Res: 813/474-1070 (Jan.-Mar.) (Colonial-Plymouth Club)	**Jane**
	William A. Thacher - 8645 E. Henderson Tr., Inverness, FL 32650 Res: 904/726-6666 (Inverness Club)	**Jean**

(over)

(75th ANNIVERSARY CONT.)

	A. M. "Andy" Waters - 1366 Skyview Cir., Hide-A-Way Lake, Lindale, TX 75771 Res: 214/882-3426 (Hide-A-Way Lake Club)	**Margaret**

SPECIAL OLYMIPCS

Chairman:	Alfred L. "Al" Provasi - 307 N. Chestnut, LeRoy, IL 61752 Res: 309/962-5101 (LeRoy Club)	**Jean**
Members:	George Clarkson - 48 Wellington Rd., Livingston, NJ 07039 Res: 201/992-1655 (Livingston Club)	**Lois**
	Charles E. "Chuck" Kaufman - 3510 Brook Dr., Muncie, IN 47304 Res: 317/289-5578 (Delaware, Muncie Club)	**Joyce**
	Richard "Rick" Reahard - Kamp Kiwanis, P.O. Box 177, Vanderwagen, NM 87326 Res: 505/778-5764 (Gallup Sunrise Club)	**Mary**
	Earl J. Thomson, Jr. - 819 Alta Vista Dr., Vista, CA 92084 Bus: 619/726-1511 (Sunrise Vista Club)	**Margie**
	Joseph D. Vigliaturo - 400 S. Spruce, Kansas City, MO 64124 Res: 816/241-0828 (Blue Valley, Kansas City Club)	**Betty Jean**

TRANSLATIONS - EUROPE (To Be Named)

YOUTH SERVICES

Chairman:	John J. Harten - 1879 Ridge Rd., Webster, NY 14580 Bus: 716/671-7520 (Webster Club)	**Jackie**
Members:	Robert B. Hegland - 38 Dillman Dr., D-1, Council Bluffs, IA 51503 Res: 712/322-2858 (Council Bluffs Downtown Club)	**Jo**
	Ralph Merrill - 12311 Cherokee Lane, Leawood, KS 66209 Res: 913/491-5198 (Kansas City, Missouri Club)	**Edmay**
	James M. Storie - 307 Cherry Dr., Boone, NC 28607 Res: 704/264-2296 (Boone Club)	**Lib**

ST. LOUIS CONVENTION

Elections:	Alonzo J. "Lonny" Bryan - 8115 S. Poplar Way, #B203, Englewood, CO 80112 Res: 303/771-6168 (South Denver Club)	**N/A**
Sergeant-At-Arms:	E. B. "Rick" Erickson - 2671 S. Garland St., Lakewood, CO 80227 Res: 303/988-3720 (Green Mountain Club)	**Rita**

REPORT OF THE EXECUTIVE COMMITTEE

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 3-7, 1989

Date of Committee Meeting: May 4, 1989

Place of Committee Meeting: International Office
Indianapolis, Indiana

Present: Members - W. J. "Wil" Blechman, M.D.
Anton J. Kaiser
William L. Lieber
Noris A. Lusche
John D. Morton, Sr.
Robert A. Wagner

Chairman - Gene R. Overholt

Staff - Kevin W. Krepinevich

The Executive Committee reviewed all of the grant requests for the 1989-90 administrative year and prepared a list of priorities:

Recommendation #1:

The Committee recommends that the priority list of grants for the 1989-90 administrative year be adopted. (See Exhibit A.)

I move that Recommendation #1 be adopted.

Finance: $128,923 in income from KI Foundation to offset $128,923 in expenses from KI budget

$72,055 in income from KI Foundation to offset $72,055 in expenses in Circle K budget

$92,215 in income from KI Foundation to offset $92,215 in expenses in Key Club budget

Procedure: In compliance

Exhibit A of the Report of the Executive Committee, "Kiwanis International 1989-90 Grant Requests -- Recommendation of Priorities," is now Exhibit #10 of the May 3-7, 1989, Minutes.

EXHIBIT #10

KIWANIS INTERNATIONAL 1989-90 GRANT REQUESTS
RECOMMENDATION OF PRIORITIES

ITEM	TAB	COST	RUNNING TOTAL
Service grant for the World Service recipient	1	$10,000	$ 10,000
World-wide version of "Volunteers in Action: Kiwanis Today" documentary ($48,000 total one-half 88-89, one-half 89-90)	2	24,000	34,000
Production of audio-visual support materials introducing the 1990-91 Major Emphasis Program, Theme, and Goals	3	32,416	66,416
Production of the English project guide for the 1990-91 Major Emphasis Program	4	17,919	84,335
Production of French and Spanish materials for the 1990-91 Major Emphasis Program/proof reading of materials in French	5	6,778	91,113
1990-91 Key Club International Theme & Major Emphasis Program Audio-Visual	11	32,728	123,841
Key Club Regional Training Conferences	12	22,600	146,441
Key Club Leadership Seminar	13	16,065	162,506
Circle K Leadership Training Conference	8	14,745	177,251
Circle K Regional Training Conferences	9	18,310	195,561
Circle K Matching Scholarship Program and two international scholarships	7	19,000	214,561
Key Club Matching Scholarship Program	14	16,000	230,561
Reprint 3,000 "Choices About Drugs and Drinking" teaching packets	6	15,000	245,561
Promotional audio-visual presentation to be used to introduce Builders Club to Kiwanis club, schools, and prospective members.	16	22,810	268,371
Sapaugh Scholarship	14	1,000	269,371
Key Club District Administrator Mid-Year Conference	15	3,822	273,193
Development of a marketing audio-visual program which will represent the growth and direction of Circle K International	10	20,000	293,193

F:89-90GTP1 / 4-26-89

Board Committee on Finance
Preliminary Report
May 3-7, 1989
Non-budgeted Fund Requests
(000's)

Operating Budget 1988/89	Operating	Capital Improvement	Int'l. Convention	General Liability Insurance	Magazine	Total
Fund Balance, September 30, 1988	$3,690	$4,821	$ 221	$ 251	$ 404	$9,387
Projected September 30, 1989 fund balances	$3,848	$4,833	$ 235	$ 251	$ 492	$9,659
1988/89 Budget Surplus	$ 158	$ 12	$ 14	$ -0-	$ 88	272
Changes from October 1988 meeting:						
113-8179-003 add toll free 800 no.	(50)					
131-7103-075 add Outside Svs/Andean	(12)					
131-7211-075 add FSR/Andean - Travel	(12)					
131-7103-092 add Outside Svs/Phil-South	(12)					
	(36)					
375-5091-002 Increase Exhibiter Fee			3			
Total Changes	(86)	-0-	3	-0-	-0-	(83)
Changes from January 1989 meeting:						
1. Video Camera (capital purchase)		(3)				
2. Maint/Disc drives 114-8702-001	(2)					
3. Life Member fees 101-4003-001	(57)					
Total Changes Requested	(59)	(3)	-0-	-0-	-0-	(62)
1988-89 Budget Surplus After Changes	$ 13	$ 9	$ 17	$ -0-	$ 88	$ 127

EXHIBIT #11

F:AGENDAPTS / P:MAY89.5 / 5-4-89

REPORT OF THE BOARD COMMITTEE ON

MEMBER SERVICES AND INTERNATIONAL EXTENSION

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 3-7, 1989

Date of Committee Meeting: May 3-4, 1989

Place of Committee Meeting: International Office
Indianapolis, Indiana

Present: Members - W. Donald Goodfellow, Q.C., Anton J. Kaiser, Eyjolfur Sigurdsson
Chairman - William L. Lieber
Staff - William A. Brown, C. Jeffrey De Witt, Robert E. Lee, W. Thomas Nelson, Jr., Korath C. Norin, Robert E. Saieg
Other - Gene R. Overholt, Noris A. Lusche, Kevin W. Krepinevich, Jim Sheets

International Committee on Achievement

The minutes of the meeting of the 1988-89 International Committee on Achievement held March 10-11, 1989 are attached as Exhibit A. The Board Committee concurred with the International Committee's decision to change the size of the categories for grouping clubs, specifically the Coral section to "less than 30."

The Board Committee also noted with concern the expression of "disappointment in the quality and spectrum of services rendered by clubs" emerging as district winners (paragraph 5). This concern will be conveyed to the appropriate International Committee and staff with the hope that progress will continue to be made in related programs.

The Committee commends the International Committee on Achievement for its excellent report.

Recommendation #1:

The Committee recommends that the criteria for filing the Annual Club Report regarding the sections specified for grouping clubs according to membership beginning with the 1988-89 administrative year be revised to:

Diamond (76 members or more)
Ruby (46 to 75 members)
Emerald (30 to 45 members)
Coral (less than 30 members)

I move that Recommendation #1 be adopted.

(adopted)

Finance: None
Procedure: In compliance

D:REPORT1

Review of Proposed 1989-90 Operating Plan

The Committee reviewed and approved the 1989-90 Operating Plan for the Membership Division (North American, Asia-Pacific, and Latin American Field Operations Units, Member Services, Translations, Market Research and Development, and Club Services) and referred the cost of implementing the plan to the Finance Committee for inclusion in the 1989-90 budget.

Revocation of Charters

The Committee reviewed a list of 61 clubs recommended for charter revocation by the various districts. (Exhibit B).

Recommendation #2:

> The Committee recommends that the charters of the 61 clubs listed in Exhibit B of this report be revoked and that the accounts receivable be charged against the reserve for bad debts in the amount of $9,089.60 (U.S.).
>
> I move that Recommendation #2 be adopted.
>
> (adopted)

Finance: Write off $9,089.60 (U.S.) as of March 31, 1989
Procedure: In compliance

Committee Responsibilities for the 1989-90 Administrative Year

In conjunction with President-elect Lusche, the Committee reviewed its currently defined responsibilities and recommended no changes as they pertain to the anticipated responsibilities of the Committee during the 1989-90 administrative year.

Proposed Amendment of Article I, Section 4 of the Kiwanis Bylaws to Provide for Bi-weekly Club Meetings

The Committee reviewed the staff recommendation that Article I, Section 4 of the Bylaws be amended to provide for the option of bi-weekly meetings of clubs within North America. It was noted that the current bylaw provision creates an awkward and confusing situation in allowing North American clubs formed prior to 1924 and all non-North American clubs to meet bi-weekly while requiring the bulk of North American clubs to meet weekly. The Committee also carefully weighed accumulated market research which demonstrates that both the time commitment and financial cost of attending weekly club meetings are viewed as significant obstacles to membership by many younger North American adults.

Notwithstanding some obvious merits, the Committee did not feel it was appropriate to pursue this amendment at this time.

Review of the Proposed 1990-95 Long Range Plan

The Committee reviewed the proposed 1990-95 long range plan as it relates to Member Services, Internationalization and Extension and suggested changes for final review at the Board Committee meeting in June.

D:REPORT2

Administration of Procedure 319

The Committee reviewed staff's proposed changes in administrative practices which are intended to better implement Procedure 319. The Committee concurred with these changes.

Henceforth, when a district finds that a club is no longer meeting, the district should (under Procedure 319) categorize that club as "not in good standing" and refer the matter to the International Board of Trustees with a recommendation for further action (suspension or revocation).

Also, when a club has been suspended for at least 12 months, its charter will automatically be submitted to the International Board of Trustees for possible revocation unless, after receiving prior notice of the impending action, the district board or last known club president offers a persuasive written objection. In previous practice, no charter was presented for possible revocation unless the district board had requested the action.

The Committee also addressed the question of who should most properly initiate action against a club under the various provisions of Procedure 319. In the Committee's opinion, Kiwanis International should routinely pursue enforcement of the Procedure in regard to clubs which fail to pay financial obligations (319.4a). However, the Committee feels that enforcement in regard to "other causes" for which clubs may be found to be "not in good standing" should generally be left to district boards to initiate.

In light of the foregoing administrative interpretations, staff will proceed accordingly.

Review of Bylaws Article III, Sections 3, 4, and 5

At the request of the Ad Hoc International Committee on Constitution and Bylaws and the Board Committee on Policies, Procedures and Structures, the Committee reviewed proposed substantive changes to Article III, Sections 3, 4, and 5 pertaining to the establishment of new clubs. The Committee believes that, regardless of what changes might be made, the International Board should retain ultimate authority over the organization of all new clubs worldwide. Staff was asked to further review the proposed amendments and Article III as a whole, and present a recommendation for the Committee's consideration in October.

New Member Handbook

The Committee reviewed several requests related to the new member handbook - The Kiwanis Experience - Fellowship and Service.

Several North American districts and clubs have indicated a desire for additional copies of this booklet for distribution to present to club members. The Committee feels that, the handbook having been developed for new members, it should remain a separate piece for that purpose, and that in future printings its cover be changed to indicate that it is a handbook for new Kiwanians. If a strong desire for a similar handbook for current Kiwanians becomes evident, a separate publication should be printed for this purpose for sale as a Supplies item.

D:REPORT3

A request has been received from the Netherlands District for 1,500 copies of the handbook for distribution to all its members. Notwithstanding the staff's belief that the handbook needs to be "Europeanized," the District Governor insists that its value as is supersedes that concern. It was decided to provide the requested copies in this instance, along with an insert explaining that a European version will be produced. The Committee also suggested that a few samples of the booklet be made available at the upcoming European Federation Convention, but that it not be generally disseminated to Europeans until it has been revised.

It was noted that the handbook will be revised this fall to include a section on the general responsibilities of membership in Kiwanis.

Update on Research Projects

Staff shared a variety of market research material with the Committee. The Denver-area pilot project is proceeding smoothly with a market kick-off scheduled for July, August, and September.

An attitude survey conducted among 5,000 business and professional young adults who are not currently members of service organizations has yielded important new insights into their values and orientations toward voluntarism and their concerns and expectations in joining Kiwanis. The data, along with parallel field studies, are also highly suggestive of future approaches to be taken in more effectively marketing Kiwanis to women, racial and ethnic minorities, and retirees.

Two quality growth-related videos will be unveiled in Orlando. The first will be a promotional program which tells the Kiwanis story to prospective members and is designed to supplement our clubs' existing marketing efforts. The second is a training program for club officers and members which focuses on the skills needed to successfully sell Kiwanis. Both videos will be immediately available as Supplies items at a cost of $15.00 per unit. The Committee anticipates strong demand for both videos and believes that they will result in significant membership gains organization-wide in the years ahead.

Progress of Kiwanis Growth

The Committee reviewed a variety of growth-related statistics and general trends - all of which are positive. New club building is keeping pace with last year's effort and is expected to exceed it by September 30. Growing evidence suggest that clubs are doing a better job of retaining members which previously would have become deletes. Finally, the organization is doing an altogether better job of attracting new members into its ranks. Kiwanis' net, paid membership has increased more in the last 18 months than it had in the combined previous ten years. It is particularly noteworthy that this is being achieved at a time when many other service organizations are experiencing significant membership losses.

The Committee believes that these trends are due in large part to increased market research, improved membership programs, more focused involvement of district governors, enhanced training and support of growth-related volunteers (lt. governors and KIARs in particular), and an overall sense of restored confidence, commitment, and momentum in Kiwanians and Kiwanis clubs worldwide.

D:REPORT4

The Committee was particularly pleased to note the recent growth performance in Latin America. Thus far, twenty-two new clubs have been realized - ten in the Andean and Central America District, nine in the non-districted areas (principally in Brazil and Argentina), and four in Mexico. This compares favorably with the nine clubs built within the region in all of 1987-88. The Committee expects continued growth progress in this emerging region in the months ahead.

Criteria for Opening Regional Offices

Staff presented a working memorandum regarding proposed criteria for the possible future opening of additional regional offices. Committee members will provide their feedback prior to the June committee meeting.

131 Budget Projected Line Item Variances

Staff presented six projected line item variances in the 131 International Extension Budget totalling $27,900 in overexpenditures and seven projected line item under-expenditures totalling $31,300. Staff advised that the overall 131 budget will be within budget at year end and that these variances will have no effect on Kiwanis' projected surplus.

Internationalization of the Kiwanis International Foundation Board

The Committee reviewed recommendation #3 of the Report of the Ad Hoc Committee on the Relations Between Kiwanis International and Kiwanis International Foundation to the Meeting of the International Board of Trustees. The Committee endorsed the concept of internationalizing the Kiwanis International Foundation through the appointment of non-U.S. members to its board, and recommends that this process begin as quickly as possible. It was noted that in internationalizing the Foundation, the overall internationalization of Kiwanis International is also advanced.

Status of Little Havana Club

The Committee reviewed information on a recent incident involving the Kiwanis Club of Little Havana, Miami, Florida (Key #08110) and a resulting protest from the clubs in Puerto Rico. After study, the Committee concluded that the club did not intentionally impugn the good name of Kiwanis, and also noted that adequate steps have been taken to ensure that a similar controversy is not repeated in the future.

Minimum Application Fee for Members of New Clubs

The Committee considered a proposal from the North American District Secretaries that an absolute minimum application fee of $25 be collected when recruiting members to form new clubs. The discussion centered on the possible implications this may have outside of North America. The Staff was asked to further evaluate such implications and bring a recommendation back to the Committee.

D:REPORT5

Translation of Core Materials

The Committee received an update on the overall status of Kiwanis material which has been translated into various languages, and, in particular, on the progress being made on the translation of "core" materials. Exhibit C is attached for the Board's information. It was noted that the overall translation of core materials is progressing ahead of schedule.

Proposed Amendment of Board Procedure 408.1 - Provisional Districts

The Committee reviewed Board Procedure 408 which currently sets the minimum criteria for provisional district status at not less than ten (10) Kiwanis clubs with a minimum of 400 members.

The Committee concluded that the membership criterion is excessive and actually serves as a disincentive to non-districted areas seeking to reach provisional district status. The Committee believes that a reduced membership minimum would be more practical and encourage various non-districted areas to obtain provisional district status.

Recommendation #3:

The Committee recommends that Procedure 408.1 be amended to read as follows; and subsequently be referred to the Board Committee on Policies, Procedures, and Structures for proper insertion in Procedures.

Procedure 408.1 - Provisional District

"When deemed in the best interests of Kiwanis International and the Kiwanis clubs involved, the Kiwanis International Board may grant authority to a group of not less than ten (10) Kiwanis clubs in a non-districted area with a minimum of ~~400~~ 300 members having compatible geographic areas and customs to create the provisional district".

I move that Recommendation #3 be adopted.

(defeated)

Finance: None
Procedure: Refer to Board Committee on Policies, Procedures, and Structures

Proposal to Build Kiwanis Clubs in Moscow and Beijing

The Committee first reviewed a request from the Kiwanis Club of Richmond, Ontario, Canada for authorization to sponsor and build a Kiwanis club in Moscow, USSR. As it reported to the Board last January, the Committee continues to believe that "due to a lack of resources . . . Kiwanis should concentrate its efforts in existing extension areas at this time." Staff was requested to communicate to the Richmond Club the Committee's grave reservations over Kiwanis' ability to provide sustained, quality service support to a club in Moscow and allow the club to respond to these reservations before making a final determination in this matter.

D:REPORT6

The Committee next considered a request from the Kiwanis Club of San Gabriel, California to build a club in Beijing, the capital of the People's Republic of China (PRC). In this case, a number of other considerations were noted. First, PRC is in the very center of Kiwanis' currently targeted Asia-Pacific growth area - Korea to the north, Republic of China (ROC) to the east, the Philippines and Hong Kong to the southeast. Also, PRC appears capable of meeting the Board's criteria provided in Procedure 402, including the free transfer of money to and from Indianapolis and the ability to rapidly build at least four additional clubs. Further, staff believes a growth initiative in PRC can be sustained with or without continued involvement of the Kiwanis Club of San Gabriel, principally because of ongoing staff involvement in the area.

Finally, the current rapprochement between PRC and the Republic of China (Taiwan), the recent burst of growth in the ROC District and their expressed interest in supporting extension in Hong Kong and PRC, and the fact that other service organizations have committed to the formation of clubs in PRC, all militate toward granting an exception to the Board's general philosophy of not opening new areas to extension in the case of the People's Republic of China.

Recommendation #4:

> The Committee recommends that the People's Republic of China be authorized for extension provided the Guidelines of Board Procedure 402 are met.
>
> I move that Recommendation #4 be adopted.
>
> (adopted)

Finance: None
Procedure: In Compliance

Administrative Matters Non-Districted Areas

Staff reported on a number of measures recently taken to enhance service and support to non-districted clubs. To ensure continuity and sustained support, the Committee requested staff to consolidate these measures into a comprehensive program which, in addition to staff and programming support, would include periodic correspondence between assigned Board Counselors and non-districted clubs or areas.

It was also noted that a number of non-districted areas are currently making important progress toward the next level of organizational development - provisional district status. These include Tunisia, Argentina, Brazil, Malaysia, Portugal, and, potentially, Mexico.

Panamanian Dues Moratorium

The Committe reviewed the continuing difficulties of our Panamanian clubs due to political instability within their country. Panamanian clubs continue to render service to their communities, but remain unable to meet International Dues obligations.

Recommendation #5:

The Committee recommends a continuation of the current moratorium on payment of international dues by Panamanian clubs until September 30, 1989.

I move that Recommendation #5 be adopted.

(adopted)

Finance: $1,000 per six month period, now totaling $2,000 to be repaid in full at the end of the moratorium
Procedure: In Compliance

Update on the Provisional District of Korea

Staff reported that the Provisional District of Korea has not made significant progress toward full district status thus far this administrative year. Currently, Korea has 28 clubs in good standing and approximately 725 members, 675 of which are paid. There is some reason to believe that recent staff work in Korea may result in a growth initiative over the next few months. In the meantime, the Provisional District leadership has been fully informed that, should it not meet the minimum criteria for full district status by September 30, 1989, Korea will be returned to non-districted status. The Committee will carefully review this situation at the June meeting.

Request of the Australia District to Review Electoral Campaign Activity at the 1989 Asia-Pacific Conference

The Committee reviewed letters from the current governor and immediate past governor of the Australia District relative to certain election campaign activities at the recently concluded 1989 Asia-Pacific Conference in Guam, USA. Specifically, both charge that a candidate for International Trustee, Mr. Kun-Hua Tseng, improperly used letters, which had been sent to him for other purposes, in campaign materials, thereby implying that the authors endorsed Mr. Tseng for election. Both also charge that a reference in Mr. Tseng's campaign literature to the encumbent Trustee as being "lazy", was inappropriate if not defamatory.

The Committee verified that both charges were based on fact, concluded that such practices are inappropriate and not in good taste, and requests than International President Overholt so advise Mr. Tseng by letter.

The Committee also noted that Kiwanis International has no written campaign procedures or guidelines and no formal means of addressing grievances arising from electoral campaign activity and suggests that the Board Committee on Policies, Procedures, and Structures address the matter during the 1989-90 administrative year.

Respectfully submitted,

W. DONALD GOODFELLOW, Q.C.
ANTON J. KAISER
EYJOLFUR SIGURDSSON
WILLIAM L. LIEBER, Chairman

D:REPORT8

MINUTES OF THE MEETING OF THE 1988-89 INTERNATIONAL COMMITTEE ON ACHIEVEMENT

Indianapolis, Indiana
March 10 & 11, 1989

The 1988-89 International Committee on Achievement convened its meeting at 6:00 P.M. on Friday evening, March 10, at the Holiday Inn North, Indianapolis, for introductions and general discussion. Those present were: Chairman James B. Dye (Michigan), J.F. "Joe" DeSort (Georgia), Preston Forbes (Ohio), John J. Lucca (New Jersey), Charles J. Ridenour (Indiana), William A. Brown and Myra Kinnaman (International Office). Joe DeSort was introduced as Chairman-designate of the 1989-90 International Committee on Achievement.

The meeting was recessed at 7:00 P.M. to accommodate dinner, and reconvened at 8:45 A.M. on March 11 in the International Office.

Chairman Jim Dye reviewed the grading procedure for determining winning Annual Club Reports whereby the three reports attributed with the highest scores in each section would be the Honor Clubs, and the three reports with the next highest scores would be the Honorable Mention Clubs. Bill Brown advised the committee that the Honor Clubs, as well as the Honorable Mention, would be listed alphabetically rather than by score, and that this format would be used in all publicity releases and at the time of the award presentations during the 1989 International Convention.

The scores of the committee members were tallied to determine the clubs to be recognized in each of the four sections of both the Single Service and Multiple Service catagories. Attached is a list of the 48 winners of the 1987-88 Annual Club Report competition in which 31 districts participated.

The committee expressed general disappointment in the quality and spectrum of services rendered by clubs as indicated on reports emerging as district winners. It was felt that the clubs needed inspiration and guidance to break away from the "usual" and try something new and unusual. The committee suggested that future International Committee members be requested to single out unique and/or outstanding club service and fund raising projects as they read and grade the reports, and that such projects be suggested to other clubs.

Bill agreed that the Club Services Department could draw on such information in response to inquiries received. He reminded the committee, however, that in addition to district winners being invited to obtain a booth to advertise and promote their successful projects at the International Convention, the Program Development Department highlighted successful projects gleaned from district winning reports annually in the brochure, "Kiwanis in Action."

Chairman Jim presented various suggestions taken from the responses he received to a survey he had directed to district achievement chairmen. After due consideration, the committee suggested some housekeeping changes to the report form in an attempt to streamline or clarify reporting instructions.

The committee then considered the request of the Board Committee on Member Services to change the size of the categories specified for grouping clubs when making their Annual Club Report, i.e., Diamond (76 members or more); Ruby (46-75 members); Emerald (26-45 members); Coral (25 members or less). The committee recommends changes to the Coral and Emerald Sections only:

Recommendation #1:

> The International Committee on Achievement recommends that the criteria for filing the Annual Club Report regarding the sections specified for grouping clubs according to membership be revised to: Diamond (76 members or more); Ruby (46 to 75 members); Emerald (30 to 45 members); Coral (less than 30 members).

There being no further business, the committee expressed their appreciation to Bill Brown and Myra Kinnaman for their assistance and organization of the meeting, and Chairman Jim Dye and his committee were commended for a job well done.

The Chairman adjourned the meeting at 5:00 P.M. on Saturday, March 11, 1989.

1987-88 KIWANIS INTERNATIONAL HONOR AWARDS

SINGLE SERVICE

Diamond Section (76 members or more)

HONOR CLUBS: East Aurora, New York
Midland, Michigan
St-Laurent de Montreal, Quebec

HONORABLE MENTION: Cedar Rapids, Iowa
Norway-Paris, Maine
Tillamook, Oregon

Ruby Section (46 to 75 members)

HONOR CLUBS: Baltimore City, Maryland
Lake Tahoe, California
Marilla, New York

HONORABLE MENTION: Osceola, Arkansas
Tetrapolitan Golden K, King City, Oregon
West Charleston, West Virginia

Emerald Section (26 to 45 members)

HONOR CLUBS: Arvada, Colorado
Indianapolis-Crossroads, Indiana
West Franklin County, Columbus, Ohio

HONORABLE MENTION: Anchorage, Alaska
Olean, New York
Palmira, Valle, Colombia

Coral Section (25 members or less)

HONOR CLUBS: Medellin, Colombia
North Hunterdon, Clinton, New Jersey
Sterling Heights, Michigan

HONORABLE MENTION: Bethany-Brook Hills, West Virginia
Laurel County, London, Kentucky
North Lamar County, Alabama

(over)

1987-88 INTERNATIONAL HONOR AWARDS - CONTINUED

MULTIPLE SERVICE

Diamond Section (76 members or more)

HONOR CLUBS: Golden K Decatur, Illinois
Middlesex, London, Ontario
Montgomery, Alabama

HONORABLE MENTION: Leisure Village West, Lakehurst, New Jersey
San Diego, California
Somerville, Massachusetts

Ruby Section (46 to 75 members)

HONOR CLUBS: Golden K Hendersonville, North Carolina
Hamilton East, Ontario
Lake View, Chicago, Illinois

HONORABLE MENTION: Dearborn, Outer Drive, Michigan
Hammonton, New Jersey
Vero-Treasure Coast, Florida

Emerald Section (26 to 45 members)

HONOR CLUBS: Colebrook, New Hampshire
Columbine, Littleton, Colorado
Greater Randolph Area, Texas

HONORABLE MENTION: Danville Golden K, Illinois
Jackson, Tennessee
Litchfield, Arizona

Coral Section (25 members or less)

HONOR CLUBS: Gimli and District, Manitoba
Lakeport, California
Lincoln City A.M., Oregon

HONORABLE MENTION: Alamosa, Colorado
Granby, Quebec
The Superstitions, Mesa, Arizona

Exhibit B of the Report of the Board Committee on Member Services and International Extension, "Charters Revoked at the International Board Meeting, May 3-7, 1989," is now Exhibit #13 of the May 3-7, 1989, Minutes.

Exhibit C, p. 1

CORE MATERIALS TRANSLATED AS OF MARCH 15, 1989 BY KI

X[1] - adaptation

LANGUAGES	What is Kiwanis brochure	A Warm Welcome to Kiwanis folder	Membership Information blank	New club information report form	Petition	Report of Election form	Motions made in the adoption club bylaws	Club Bylaws	MG&E #7: Official Attendance Rules	Set of 7 Prog. Comm. Sheets	President's Guidebook	Lt. Governor's Guidebook	Kiwanis International Const. and Bylaws					
Chinese-Cantonese																		
Chinese-Mandarin								X		X	X[1]		X					
Danish																		
Dutch																		
English	X	X	X	X	X	X	X	X	X	X	X	X	X					
Finnish																		
French	X	X	X	X	X	X	X	X	X	X	X	X	X					
German																		
Icelandic																		
Italian																		
Japanese																		
Korean								X			X[1]							
Norwegian																		
Portuguese	X	X	X	X	X	X	X	X		X	X							
Spanish	X	X	X	X	X	X	X	X	X	X	X	X	X					
Swedish																		

CORE MATERIALS WHICH WILL BE TRANSLATED BY SEPTEMBER 30, 1989

BY KI

X^1 - adaptation

LANGUAGES	What is Kiwanis brochure	A Warm Welcome to Kiwanis folder	Membership Information blank	New club information report form	Petition	Report of Election form	Motions made in the adoption club bylaws	Club Bylaws	MG&E #7: Official Attendance Rules	Set of 7 Prog. Comm. Sheets	President's Guidebook	Lt. Governor's Guidebook	Kiwanis Internationa Const. and Bylaws						
Chinese-Cantonese																			
Chinese-Mandarin	X	X	X	X		X													
Danish																			
Dutch																			
English																			
Finnish																			
French																			
German	X	X	X	X		X					X^1								
Icelandic																			
Italian	X	X	X	X		X													
Japanese																			
Korean			X	X		X													
Norwegian																			
Portuguese									X										
Spanish																			
Swedish																			

CORE MATERIAL AVAILABLE FROM THE EUROPEAN FEDERATION OFFICE AND OTHER DISTRICT OFFICES

X^2 - done in some form by the respective Dist. Off.

X^3 - done in some form by European Office

* - Switzerland-Liech. District

LANGUAGES	What is Kiwanis brochure	A Warm Welcome to Kiwanis folder	Membership Information blank	New club information report form	Petition	Report of Election form	Motions made in the adoption club bylaws	Club Bylaws	MG&E #7: Official Attendance Rules	Set of 7 Prog. Comm. Sheets	President's Guidebook	Lt. Governor's Guidebook	Kiwanis Internationa Const. and Bylaws
Chinese-Cantonese													
Chinese-Mandarin		X^2											
Danish	X^3	X^3											
Dutch	X^3	X^3											
English	X^3	X^3		X^3	X^3	X^3		X^3		X^3	X^3	X^3	
Finnish	X^3	X^3											
French	X^3	X^3		X^3	X^3	X^3		X^{32}*			X^3	X^3	
German	X^{32}*	X^{32}*		X^3	X^3	X^3		X^3			X^{32}	X^3	
Icelandic	X^3	X^3						X^3			X^3	X^3	
Italian	X^3	X^3		X^3	X^3	X^3		X^3			X^3	X^3	
Japanese	X^2	X^2											
Korean	X^2	X^2											
Norwegian	X^3	X^3									X^3	X^3	
Portuguese	X^3	X^3											
Spanish	X^3	X^3						X^3			X^3		
Swedish	X^3	X^3									X^3	X^3	

OTHER EUROPEAN PUBLICATIONS AND MATERIALS AVAILABLE IN VARIOUS LANGUAGES FROM KI-E

	2	8	2	2	10	6	2	2	2	2	2	12	4	4	4	5	24
	Kiwanis Information Brochure	Manual for the Club President	Manual for the Club Secretary	Manual for the Club Treasurer	Role of the District Officers	The Lt.Governor and his clubs	The Launching of a new club	Operation Sponsorship	Guidelines for a Kiwanis meeting	Pattern for a Charter meeting	The Recruitment of New Members	Constitution and Bylaws KI-E	Standard form for District Bylaws	Standard form for Club Bylaws	Public Relations and Kiwanis	The Relationship between KI and KI-E	Kiwanis education manual
English	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
German	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
French	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	.
Italian	x	x	x	x		x	x	x	x	x	x	x	x	x			.
Dutch	x																
Norwegian *	x	x	x	x	x		x										
Swedish *	x	x	x	x		x	x		x	x							
Danish	.																
Icelandic *	.	x	x	x	x		x	x	x	x				x			
Finnish	x																
Spanish	x	x	x	x			.	x	x					.			
Greek	x		.				.		.		.	.					
Portuguese	x																

EXPLANATION OF SYMBOLS

x translated and printed
. one copy already translated
* also comprehensive manuals available (locally stored)

Recv'd. from Federation Office on 5/88.

	Icelandic	Norwegian	Italian	French	German	English		
	x	x	x	x	x	x	Official monthly report	4
			x	x	x	x	File card for data processing	
				x	x	x	Code List with instructions	2
				x	x	x	Application for Charter presentation	1
						x	New Club Information	1
			x	x	x	x	Club / District Election Report	1
				x	x	x	Lt.Governor's report on club contact	2
						x	Order form - lapel buttons	1
				x	x	x	Order form - club items	2
				x	x	x	Order from - club banner	1
			x	x	x	x	Statement of Account	4
			x	x	x	x	Petition	6
			x	x	x	x	Application for Official Organization	6
			x	x	x	x	Reminder - Accounting/Payment	1
			x	x	x	x	Reminder - Monthly report	1
			x	x	x	x	Reminder - File cards	1
			x	x	x	x	Reminder - Address changes	1
				x	x	x	Reminder - Convention and Delegates' Registration	1
				x	x	x	Convention Registration	3

ADDITIONAL MATERIAL AND PUBLICAT 'S PRODUCED AT THE RESPECTIVE DIST. OFFICES

* No information has been received.

LANGUAGES	Annual "Kiwanis Japan" magazine	Weekly bulletins	Periodic Dist. Gov.	Public Relations flyers	Foundation: Hixson Fellow booklet	Introduction to KI booklet	Introduction to Korean KC's booklet	Quarterly "Kiwanis Messages and Photos" - newsletter	Periodic "Kiwanis Reports" newsletter	District Bylaws	Club Sec. Manual	Dist Comm. Chrmn. booklet						
Chinese-Cantonese*																		
Chinese-Mandarin *																		
Danish																		
Dutch																		
English																		
Finnish																		
French (Swit.-Liech.)										X		X						
German (Swit.-Liech.)										X	X	X						
Icelandic																		
Italian																		
Japanese (Japan)	X	X	X	X	X													
Korean (Korea)						X	X	X	X									
Norwegian	Norway has reported a list of about 60 items. (See attachment)																	
Portuguese																		
Spanish																		
Swedish																		

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08.07.88
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ADDITIONAL ESSENTIAL MATERIALS TRANSLATED BY KI INTO OTHER LANGUAGES

X[1]- adaptation

LANGUAGES	Charter II folder	Membership Growth Awards	Operation O.K.	District Bylaws	Building a new club: official reporting and paperwork		Set of essential new club documents	Education and NCB manual
Chinese-Cantonese								
Chinese-Mandarin	X	X	X	X	X			
Danish								
Dutch								
English								
Finnish								
French	Too many to list. I will be glad to provide you with a list if you you need it.							
German								
Icelandic								
Italian								
Japanese								
Korean	X	X	X		X			
Norwegian								
Portuguese							X	X[1]
Spanish	Same as French.							
Swedish								

Exhibit C, p. 10

EXHIBIT #13

THE FOLLOWING CHARTERS WERE REVOKED AT THE INTERNATIONAL BOARD MEETING MAY 3-7, 1989

CLUBS BY DISTRICT	KEY #	ORGANIZATION DATE	NOT-MEETING DATE	OUTSTANDING ACCT'S RECEIVABLE
ANDEAN & CENTRAL AMERICA				
Caracas, Venezuela	11701	04-23-86	08-01-87	150.00
CALIFORNIA-NEVADA-HAWAII				
Greater San Diego, CA	11578	10-01-85	02-01-88	-0-
Orange-Villa Park, CA	07377	01-08-74	12-10-87	-0-
Rancho Penasquitos, San Diego, CA	11613	11-30-85	02-23-88	-0-
Rohnert Park, CA	09238	07-12-78	11-30-87	134.65
CAPITAL				
Coliseum, Hampton, VA	09236	07-12-78	01-01-89	-0-
Stuarts Draft, VA	11463	05-20-85	05-31-88	-0-
EASTERN CANADA & CARIBBEAN				
Don Mills, ON	04409	04-04-55	09-30-88	-0-
Fyzabad, Trinidad, W.I.	09722	09-27-79	09-30-88	763.05
GEORGIA				
Atlanta West-Gateway, GA	11794	08-18-86	06-01-88	-0-
Avondale-Stone Mountain, GA	04580	03-05-56	09-30-88	-0-
International Atlanta, GA	12437	08-18-88	01-01-89	-0-
Loganville, GA	12427	08-08-88	08-08-88	-0-
Rabun County-Clayton, GA	12037	07-13-87	09-30-88	236.70
LA-MISS-W. TENN.				
Aberdeen, MS	12106	09-16-87	10-01-87	-0-
Ridgely, TN	09141	04-27-78	10-01-86	-0-
Sabine, Many, LA	12107	09-09-87	01-18-88	369.20
Southpark-Shreveport, LA	08632	02-15-77	03-31-88	13.15
Ville Platte, LA	12074	08-18-87	10-01-87	-0-
MICHIGAN				
Bangor, MI	02073	11-18-35	09-30-87	245.06
Harrison, MI	03358	07-20-49	09-30-87	-0-
Highland Park, MI	09185	05-27-78	09-30-87	49.30
West Bloomfield, MI	10293	04-08-81	09-30-87	-0-
MINNESOTA-DAKOTAS				
Bloomington, MN	06441	10-29-68	09-30-87	-0-
Rugby, Center of North America Golden K, ND	11374	12-17-84	04-01-87	-0-
Sioux Fall-Daybreak, SD	07150	03-01-73	10-30-87	178.45
South Saint Paul, MN	00326	10-21-20	03-11-88	223.55

CLUBS BY DISTRICT	KEY #	ORGANIZATION DATE	NOT-MEETING DATE	OUTSTANDING ACCT'S RECEIVA
NEW YORK				
Port Jeffersons (The), NY	05476	10-02-61	11-19-88	$ 92.05
NEW ZEALAND-SOUTH PACIFIC				
Lautoka City, Fiji	11830	09-19-86	04-01-88	600.00
Nadi, Fiji	11956	03-11-87	04-01-88	468.00
Nausori, Fiji	11886	10-28-86	04-01-88	615.67
Suva, Fiji	11957	03-12-87	04-01-88	405.60
OHIO				
Waverly-Pike County, OH	12364	06-07-88	09-30-88	-0-
PACIFIC NORTHWEST				
Colfax, WA	00750	04-20-22	11-08-87	276.15
PHILIPPINE LUZON				
Binalatungan, San Carlos	11468	06-09-85	02-01-87	202.50
Caceres, Naga City	11719	05-15-86	02-01-87	217.50
Capitol Centre, North Fairview, Quezon City	09978	05-12-80	08-06-86	-0-
Holy Cross Nabua	11495	06-20-85	10-01-86	-0-
Lingayen, Pangasinan	11488	07-08-85	02-01-87	202.50
Milaor	11711	05-05-86	02-01-87	210.00
Pinaglabanan, San Juan	10977	08-10-83	08-06-86	-0-
REPUBLIC OF CHINA				
Chung Hsing, Taiwan	09212	03-29-84	12-03-86	82.50
Hsin Shie, Taiwan	10706	04-25-82	12-03-86	150.00
Taipei Kuangwa, Taiwan	09969	05-25-80	12-03-86	165.00
Taipei-Yangming, Taiwan	10803	09-29-82	12-03-86	67.50
SOUTHWEST				
Caborca, Mexico	11558	09-25-85	09-01-88	604.50
Dobson Ranch-Mesa, AZ	11209	05-31-84	07-03-88	-0-
Fiesta-Mesa, AZ	11998	05-05-87	09-01-88	-0-
Kactus, Tucson, AZ	12136	09-30-87	07-03-88	-0-
Nacozari de Garcia, Sonora, Mexico	12036	07-08-87	09-01-88	734.67
Northeast Albuquerque, NM	11487	06-16-70	07-03-88	-0-
Phoenix-Arcadia, AZ	12031	07-01-87	07-03-88	184.10
TEXAS-OKLAHOMA				
Chandler, OK	12290	03-31-88	04-20-89	-0-
Dewey, OK	00739	04-11-22	09-30-88	-0-
Golden K-Odessa, TX	09967	06-03-80	10-31-88	-0-
Houston Band, TX	08717	04-26-77	09-30-88	118.35

CLUBS BY DISTRICT	KEY NO.	ORGANIZATION DATE	NOT-MEETING DATE	OUTSTANDING ACCT'S RECEIVABLE
TEXAS-OKLAHOMA Continued				
Houston-Northwest Crossing, TX	10202	01-14-81	09-28-88	$ -0-
La Feria, TX	02698	03-20-46	09-30-88	105.20
Tomball, TX	09986	06-12-80	09-30-88	52.60
WEST VIRGINIA				
Berkeley Springs, WV	02004	07-24-34	07-21-87	452.10
NON-DISTRICTED				
Sao Paulo, Brazil	08779	06-13-77	10-31-88	720.00
				$ 9,089.60

TOTAL: 61

REPORT OF THE BOARD COMMITTEE ON EDUCATION AND PROGRAM DEVELOPMENT

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 3-7, 1989

Indianapolis, Indiana

Dates of Committee Meeting: May 3-4, 1989

Place of Committee Meeting: International Office, Indianapolis, Indiana

Present: Members--Don Miles, J.D.; John D. Morton, Sr.; Robert A. Wagner
Chairman--W. J. "Wil" Blechman, M.D.
Staff--Larry J. Horney, John E. Johnson, Christopher J. Rice
Guests--C.A. Dillon, Jr.; W. Donald Goodfellow, Q.C.; Kevin W. Krepinevich; William L. Lieber; Noris A. Lusche

PROGRAM DEVELOPMENT

1990-93 Major Emphasis Program

The educational needs of the world are changing at an alarming rate. While much of the data the Committee presents here is from research in the U.S., the underlying needs that are demonstrated are similar throughout the world. Futurists now predict that two out of three jobs available in the year 2000 will be in companies that do not exist today. Also, most people entering the job market today can assume they will need to change fields or receive retraining at least once during their careers.

The "Information Age" that we are entering will require of young people the analytical skills, language background, and mathematical proficiency that only half the students in United States high schools currently develop. There are ten to 15 nations that may prepare young people more adequately. There are many that do less. Yet, the size of the job pool for unskilled labor is expected to shrink in all major industrialized nations. In developing nations, broader education is a prerequisite for any long-term initiative to reform the economy.

The typical methods of child care are also changing in the United States, Canada, and some other industrialized nations, where an increasing number of families require both parents to work in order to maintain their standard of living. A recent study in the United States indicated that, in 56 percent of two-parent families, both adults hold full-time jobs. The number of one-parent households has skyrocketed in the past ten years. All of these working parents cannot provide the full-time attention and nurturing for their young children that was once the norm in our society. Yet, without proper stimulation in developmentally appropriate activities, these young children will not develop the learning skills, confidence, self-concept, and awareness necessary for success in school and other new environments.

One of the best predictors of future health and ability of a child is the birth weight. This, in turn, frequently is a direct consequence of the health care and nutrition provided to the pregnant woman. Tremendous variability can be noted in birth weight and prenatal maternal care, not only between countries, but even within the same country. Furthermore, many societies have ineffective programs to educate the mothers-to-be or to ensure adequate nutrition for mothers or children.

Experts in education, child-care, psychology, health, and nutrition all advocate early intervention in the areas just described. By dealing with these problems at an early point, normally ages five and below, we can fulfill needs and properly prepare young children, thereby preventing serious, permanent problems. Funds spent on programs to address the health, nutrition, and education of mothers and young children are considered a wise investment. Studies in the U.S. indicate that a dollar invested in assistance to a mother or young child will save three to five dollars in short-term costs of compensatory care or remediation. Estimates on long-term savings range from $15 to $40 for each dollar spent.

The business community also recognizes the need to address the problems of children in need. The Committee on Economic Development first studied the educational system, with a focus on high schools, to address the need for higher-quality workers. This research led the CED to investigate children in need, starting as early as pre-natal care. The involvement of major corporations and local businessmen in child care programs, partners in education, and more innovative early education efforts show that this new attitude is spreading.

Kiwanis involvement in addressing the needs of children, age five and under, could draw upon the resources of interested corporations and businesses, potentially bringing in new members and extending the reach of fund-raising programs. Involvement in this area would also appeal to younger members because many of them would have children in this age range, and the needs addressed would, perhaps literally, hit home.

The six members of this Board who may serve as President during the years 1990-93 have met and discussed this service topic on several occasions, including this Committee meeting. The Committee appreciates their input.

Recommendation #1

> The Committee recommends that the Board approve as the service topic for the 1990-93 Major Emphasis Program the needs of the child, age five and under.
>
> I move that Recommendation #1 be adopted.

(Adopted)

Finance: No impact
Procedure: In compliance

Kiwanis International Foundation

The Ad Hoc Committee composed of representatives from our Board and the Foundation Board made a recommendation in its report that substance abuse should be a "long-term facet" of the Major Emphasis Program, and that this Board should ask the Foundation to develop a "long-term fund-raising program to support this theme."

The Committee also notes that the Foundation indicated in January 1989 its desire to receive guidance in its fund-raising endeavors to assist the long-term service programming of Kiwanis International. Now that this Board has approved the service thrust of the 1990-93 Major Emphasis Program, it is now in a position to share a greater sense of direction with the Foundation.

It is to the greatest advantage for Kiwanis International and the Kiwanis International Foundation to work with one another. United in purpose and programming, K.I. and the K.I.F. can do far more than they will achieve working in different directions. The committee feels that the 1990-93 MEP, directed toward the needs of children age five and under, should be the focus of long-term K.I.F. fund raising.

Recommendation #2

> The Committee recommends that the Board request that the Kiwanis International Foundation work with Kiwanis International, through their staffs, in concentrating on developing a long-range plan supporting the 1990-93 Major Emphasis Program; and that the Board further request that any extended fund-raising program developed by the Kiwanis International Foundation be focused on the entire Major Emphasis Program, which will be directed toward the needs of children, age five and under.
>
> I move that Recommendation #2 be adopted.

(Adopted)

Finance: No impact
Procedure: In compliance

Grants

The Committee reviewed and approved the following grant proposal requests to be submitted to the Kiwanis International Foundation:

1990-91 Audiovisual materials for Goals and MEP	$ 32,416
1990-91 Project Guide for Major Emphasis Program, in English	17,919
1990-91 Project Guide for Major Emphasis Program, in French and Spanish	6,778
Reprinting of "Choices About Drugs and Drinking" teaching packets, quantity 3,000	15,000

The Committee forwarded these grant proposal requests to the Executive Committee for prioritization.

Drug Education Program

The Committee reviewed information on a school-based drug abuse education program run by a gentleman named Paul Grant. Mr. Grant had urged Kiwanis International to recognize and recommend his program; in exchange, he would offer his program to schools only through Kiwanis clubs.

Considering that there has been no proof presented that this program is effective, the Committee does not suggest that Kiwanis International become involved.

Operational Plan

The Committee noted that the Operational Plan, after consideration by the Finance Committee, maintains the changes needed in the Program Development Department.

1990-95 Long-Range Plan

The Committee noted that there has not been any change in the 1990-95 long-range plan for Program Development and considers the plan ready for implementation in each year's operational plan. However, to better define the long-term goals of the various activities described in the long-range plan, the Committee suggests to staff the vision statement, attached as Exhibit A, as a guideline for future development and consideration of long-range planning items for service programs.

Committee Responsibilities--1989-90

The Committee reviewed the description of responsibilities with President-elect Noris Lusche and concluded that the Education and Program Development section is correct as it stands.

Terrific Kids Promotion

The Committee discussed the energetic promotional activities of Carolinas District Kiwanian Gene Parks, on behalf of Terrific Kids. The Committee noted that Mr. Parks has no official status outside his district, but he works zealously to promote Terrific Kids far beyond those borders, effectively acting in a manner similar to that of some International Committees. Mr. Parks promotes a worthwhile program, and staff does not have the time to promote it to this degree. The enthusiasm of this Kiwanian should not be squelched; instead, a way should be found to fit Mr. Parks into our structure.

Boy Scouts Brochure

The Committee noted that staff has worked with Boy Scouts of America to develop a brochure encouraging club support of scouting units.

EDUCATION DEPARTMENT

Operational Plan

The Committee reviewed and approved the 1989-90 Operational Plan for the Education Department and referred the cost of implementing the plan to the Finance Committee for consideration in development of the 1989-90 budget.

The Committee has asked staff to examine the financial impact of adding one full day to the 1990 Governors-elect Conference to conduct a training seminar on the 1990-93 Major Emphasis Program. Results of this examination are to be reported to the Board Committee Meeting in June.

Long-Range Plan

The Committee reviewed the 1990-95 Long-Range Plan as it related to the Education Department, and suggested changes for final review at the Board Committee Meeting in June.

1989 Governors-elect Training Conference

The Committee reviewed the participant, faculty, and staff evaluations and suggestions pertaining to the 1989 Governors-elect Training Conference. The Committee suggested continuance of the general conference format with certain adjustments and modifications to further improve the Conference impact.

Guidebooks

The Committee reviewed recent letters from club presidents and lieutenant governors that commented on the quality and practical value of the guidebooks. The new Club Secretary's Guidebook was also reviewed.

Leadership Training Programs

The Committee reviewed comments from trainers on attendance and participant reaction to Kiwanis Leadership Training Programs already conducted in the Ohio, Minnesota-Dakotas, Kansas, and Pacific Northwest districts. Reaction from participants remains very positive, and overall attendance seems to have improved in those districts now in their second year of implementation.

Several districts have published one or more articles on the programs in their district bulletins. At present, only one Kiwanis district (among the 34 that have trainers) has been unable to implement the programs in 1989. The New Jersey district is working toward a 1990 implementation.

Certified Kiwanis Trainers

Kiwanis International now has 213 Certified Kiwanis Trainers in 34 districts. The Missouri-Arkansas district has asked for one additional trainer in 1990.

In 1990, approximately 75 Certified Kiwanis Trainers will complete their three-year commitment. The Committee has asked staff to explore a variety of ways that Kiwanis International might express appreciation for their tremendous contributions. A report and recommendation will be presented to the Committee at the June Board Meeting.

Model Programs: District Training of Lieutenant Governors and Division Training of Club Officers

The Committee reviewed current thinking on the development and pilot testing during 1990 of model programs for the operations training of lieutenant governors and club officers. It was noted that several districts had already asked to be considered for participation in the pilot programs. The Committee noted that the Major Emphasis Program is one area that needs to be included in both of these programs.

Respectfully submitted,

DON MILES, J.D.
JOHN D. MORTON, SR.
ROBERT A. WAGNER
W. J. "WIL" BLECHMAN, M.D., Chairman

VISION STATEMENT ON SERVICE PROGRAMS

Kiwanis International needs to establish an image, based on its service programs, that is clear to the public and the average member. To achieve this image, Kiwanis must develop a clearer, more limited service focus and seek out ways to support and promote the focus. This does not mean that club autonomy should be undercut. Indeed, to strengthen clubs, autonomy and creativity must be encouraged.

A clear service focus can be achieved by six changes in structure and procedure:

1. The Major Emphasis program needs to focus on the same topic for periods of nine years, with three three-year phases.
2. One or two service projects may be developed for each region of the Kiwanis world, unique to its culture.
3. The number of annual observances should be reduced to two or three, and every club should participate in at least one observance.
4. The number of standing service committees (on club, district, and international levels) should be reduced, and special committees for service activities should not exist on the International level.
5. Relationships with other organizations should be kept to a minimum, and support for the programs of other organizations should be allowed only after Board approval of a special relationship.
6. Promotional efforts on the International level should increasingly support Kiwanis "owned" projects.

To support and promote this focus, Kiwanis International should undertake four initiatives:

1. There should be greater research into future trends and the likely interests of the membership.
2. More effective training of International Committees and district chairmen should be developed; support for club-level training should include a videotape on service committees.
3. To ensure a unified message, International should work more closely with district leaders to improve district-level service programs and cooperate more closely in their development. Kiwanis International should also be able to provide more direct support to clubs and divisions.
4. Kiwanis International should, in cooperation with the Kiwanis International Foundation, develop support for its service efforts from corporations, foundations, and associations, both to underwrite projects and to multiply the effects of our service.

Club autonomy should be encouraged in four ways:

1. Community analysis should be emphasized as the basis for selecting projects.
2. Greater recognition should be given to clubs for developing effective projects.
3. Materials should be solicited from clubs so that projects can be replicated by other interested clubs.
4. A computer bulletin board service should be established so that clubs can easily access International files on service activities and find other clubs with similar interests.

Presented by Board Committee on Education and Program Development
May 1989

REPORT OF THE BOARD COMMITTEE ON FINANCE

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

March 4-6, and May 3-7, 1989

Dates of Committee Meeting: March 4-6, 1989; May 3-7, 1989

Place of Committee Meeting: International Office

Present: Attending on March 4-6, 1989:

Members	- W.J. "Wil" Blechman, M.D., William L. Lieber, Arthur D. Swanberg
Chairman	- John D. Morton, Sr.
Staff	- Donald R. Collins, Kevin W. Krepinevich, Robert M. Scroggin, Larry Smolecki

Attending on May 3-7, 1989:

Members	- W.J. "Wil" Blechman, M.D., William L. Lieber, Arthur D. Swanberg
Chairman	- John D. Morton, Sr.
Staff	- Donald R. Collins, Kevin W. Krepinevich, Robert M. Scroggin, Larry Smolecki
Other	- Noris A. Lusche, Gene R. Overholt

MARCH 1989

1989 Budget

The Committee met to review the preliminary 1989-90 budget. This review was continued from the January Board Meeting.

Proposed Dues Increase

The Committee reviewed and discussed various materials and articles to be prepared in support of the proposed $5.00 dues increase. Staff was requested to prepare financial projections for future years which would reflect the impact of the dues increase. These financial projections are to be presented to the Committee in May.

MAY 1989

Division Status Report

The Committee briefly reviewed the Division Status Report and complimented staff on the considerable work accomplished since the last report.

1989-90 Capital Budget

Staff presented the annual list of requested equipment, furniture, and fixtures. (Exhibit A) The Committee discussed several items with the appropriate staff.

Recommendation #1

The Committee recommends approval of the capital expenditures for the 1989-90 administrative year in the amount of $190,464 as shown in Exhibit A.

I move that Recommendation #1 be adopted.

(Adopted)

Finance: Capital Budget for 1989-90
Procedure: In compliance

Operational Plan

The Committee reviewed and approved the 1989-90 Operational Plan for the Finance Department, submitted in January, 1989. The departmental cost will be considered in the development of the total 1989-90 expense budget.

Proposals from Banks

Staff presented a report on proposals submitted by the three major banks in Indianapolis to provide all banking and investment services to Kiwanis International. Two of the three banks had submitted proposals which were significantly less than the bank currently handling the investment trust. Staff is still reviewing some aspects of the proposals. A decision on which one of the two banks to select will be made within a few days. It is anticipated the annual savings will be at least $20,000. The Committee concurred with the proposed change.

The staff of the Foundation is being kept informed as to a decision to change banks. Up till now, both organizations have used the same investment trust arrangement in order to save fees. A similar arrangement is anticipated in the future.

1990-95 Long Range Plan

The Committee reviewed the proposed 1990-95 Long Range Plan as it related to the Finance Department and will conduct a final review at the meeting in June.

Review of Committee Responsibilities

President-elect Noris A. Lusche joined the Committee to review the responsibilities of the Finance Committee for the next fiscal year. He informed the Committee that no changes are anticipated.

Compliance Review of Finance Policies and Procedures

Staff reported that all financial activities are presently in compliance with Policies and Procedures.

Accounts Receivable Credit Balances

A report was presented by staff on the success of efforts to reduce the number and value of credit balances in the accounts receivable of Kiwanis International. The number of clubs having such balances has been reduced from 2,711 to 1,194 or a reduction of 56 percent. The value has been reduced from $56,735 to $21,433 or a reduction of 62 percent.

This reduction has been accomplished through a series of actions taken by staff. The major factor in the reduction was the introduction of a "coupon" printed on a postcard. This coupon was computer generated and sent to clubs advising them they could use the coupon for their next purchase of supplies. An expiration date of one year was printed on the coupon so as not to have them in effect interminably. The acceptance of the coupon has been very favorable.

Report of Visit to Korea and the Philippine Luzon Districts

Staff reviewed a report prepared as a result of a recent visit to the above two districts. The intent of the trip was to audit the procedures used by clubs and districts in paying Kiwanis International obligations and submitting the associated forms and paperwork. Staff felt the visit was highly productive and, as a result of the findings, will be able to institute the necessary corrective measures necessary to resolve financial and administrative problems which have existed for several years.

Staff indicated that the help and assistance of the leaders in these districts was very helpful in achieving the desired result. In addition, the implementation of Procedure 319.4a will ultimately result in improving our financial records.

Accounts Receivable and the Effect of Procedure 319.4a

The Committee discussed a report reflecting the number of clubs presently on not-in-good-standing status compared to the figures presented at the January meeting. The total number of clubs has dropped sharply due to clubs paying their October, 1988 dues.

Staff also reported that efforts to reduce the total amount of club accounts receivable was beginning to show considerable improvement. Also, the information acquired during the visit to Korea and the Philippines will help not only reduce these balances, but to keep them better managed in the future.

Dues Increase Consideration

As requested in March, the Committee reviewed and discussed a financial projection chart reflecting the effect of a $5.00 dues increase. Also, President Gene R. Overholt gave a report on the various communications being used to reach as many people as possible.

Progress of Semi-Annual Billing

The Committee reviewed a report on the progress of staff in processing club payments for semi-annual billing. Compared to similar past periods, processing is considerably ahead at this time. Over three-fourths of the clubs have paid and the funds are in the bank.

Staff also reports that the quality of the work being submitted by clubs has improved considerably as well. The fact that our district leaders are emphasizing the importance of the process is also helping to improve results.

Demonstration on Personal Computer

The Committee was given a demonstration on the recently completed micro-mainframe linkage. A personal computer was hooked up just outside the Past-President's Room and connected directly to the Nixdorf computer. Staff was able to retrieve, display, and manipulate the data pulled from the membership file.

It should be noted that there are other programmatic and equipment changes that must be made in order to fully achieve the linkage between the PC's and the mainframe, but progress is being made.

Staggering of Club Dues Payments

The Committee discussed a recommendation received from a Trustee regarding the above subject. It was recognized that this item is contained in the Finance Department Long Range Plan. Staff suggested that since a feasibility study was scheduled for the 1989-90 fiscal year, that the matter be left for further review and study by staff at that time.

Billing of Districts and District Officers

Staff reported on occasional problems encountered with assuring that individuals are properly authorized to make financial obligations on behalf of districts. This can result in an accounts receivable problem for Kiwanis International if an unauthorized person purchases supplies for the district. It was suggested by the Committee that the Director of Supplies discuss the matter further with the Board Committee on Administration.

Increase in Air Fares

The Committee discussed the fact that numerous travel professionals are now reporting that air fares for 1989-90 are expected to increase by at least 10 percent instead of the 6 percent reflected in the budget assumptions. Staff was requested to refigure the increase using 10 percent and change the 1989-90 budget accordingly. The revised budget is to be provided to the Committee just prior to the June meeting.

Requests for Waiver of Past-due Indebtedness

The Committee discussed a process established by staff whereby a club requesting waiver of indebtedness must comply with certain procedures before a request will be considered. A letter (Exhibit B) will be sent to the requesting clubs stating that the clubs must meet the requirements indicated.

The Committee concurred that the International Secretary be given approval to consider waiver requests up to $200.00 on the conditions that the club meets the above requirements and that a report be presented to the Finance Committee at the next meeting. It is understood that only a modest number of such requests (about 10-15) are received annually.

Recommendation #2

The Committee recommends that the International Secretary be given authority to approve waivers requested by clubs of up to $200 on past due indebtedness to Kiwanis International.

The Committee further recommends that the International Secretary shall present a report to the Finance Committee on this action at each meeting of the Board of Trustees.

I move that Recommendation #2 be adopted.

(Adopted)

Finance: $2,000-3,000 per year of uncollected revenue
Procedure: Refer to the Policies, Procedures and Structures Committee

Interpretation of Bylaws Article XVIII, Section 5 "Unrestricted Fund"

In January, 1989, the Constitution and Bylaws Committee discussed the confusion regarding interpretation of the above bylaw section. The Finance Committee agrees that the section is somewhat misleading and therefore concurs with the following interpretation of the Policies, Procedures, and Structures Committee:

"For the unrestricted fund, the annual operating budget adopted by the Board shall have the projected revenue exceed expenses."

This interpretation is to be forwarded to the Policies, Procedures, and Structures Committee for future consideration.

Report of Budget Adjustment

The Committee discussed information provided by the Board Committee on Member Services, Internationalization, and Extension. International Extension is expected to exceed their budget in some line items; however, they also expect to be under in other line items by at least the same amount. The Committee recognized that this would have no financial impact on the surplus of Kiwanis International.

Prorata Dues Accounting Changes

The Committee concurred with a suggestion that staff should record the prorata billings paid by members of new clubs in pre-determined amounts to dues, magazine, and liability insurance income line items.

Review of 1989-90 Expense Budget

The Committee continued review of the proposed 1989-90 Expense Budget which is expected to be completed in June.

Expenditures of Key Club Fund Balance

The Committee reviewed a request (Exhibit C) from the Sponsored Programs Committee to approve spending $58,378 of the Key Club fund balance (reserve). Also, they are requesting a $20,000 subsidy from Kiwanis International. Both requests are required in order to achieve a balanced budget.

The Committee has reviewed Board Procedure 886.1 "Purposes" and believes these requests are in accordance with this procedure. Therefore, the Committee concurs with the request.

Next Finance Committee Meeting

The Finance Committee will meet at 9:00 a.m. on June 20, 1989, in Orlando, Florida, for the purpose of completing the 1989-90 budget.

Respectfully submitted,

W.J. "WIL" BLECHMAN, M.D.
WILLIAM L. LIEBER
ARTHUR D. SWANBERG
JOHN D. MORTON, SR., Chairman

EXHIBIT A

Exhibit A of the Report of the Board Committee on Finance, "1989-90 Capital Expenditure Requests," is now Exhibit #16 of the May 3-7, 1989, Minutes.

EXHIBIT B

''IWANIS INTERNATIONAL
ANIS INTERNATIONAL HEADQUARTERS, 3636 WOODVIEW TRACE, INDIANAPOLIS, INDIANA 46268
317/875-8755 CABLE ADDRESS: KIWANINTL IND TELEX/TWX 810-341-3471

Dear

The International Board of Trustees is always happy to learn that efforts are being made to retain a viable Kiwanis club.

It is our wish to help rebuild and restore a club's "good standing" status. On rare occasions we are asked to assist a club by adjusting a portion of their outstanding debt. In order to help in these situations, we need certain information, including the following:

1. A brief letter from the club or a representative of the district explaining the club's financial situation and give a proposed solution.

2. Please send a check for any undisputed part of the outstanding debt.

3. Submit a roster listing the current members of the club. In addition, we must receive the most recent Official Monthly Report, in order to verify the membership number. It is very important that the membership count on the roster agrees with the Official Monthly Report membership total.

4. If the proposed solution, stated in 1. above, results in a reduction of members, then the club must have a commitment to add additional members in the near future. Please forward all information care of the International Secretary at the address listed above.

Once Kiwanis International has the information above, your request will be considered for adjustment. If the request is for a substantial amount, it must be taken to the Board Committee on Finance. In these cases, the time required is longer. Please disregard all future statements until you receive an official response to your request for adjustment.

Kiwanis International appreciates your efforts in helping return a club to a status of "good standing". Retaining clubs in essential to Kiwanis achieving its "growth and service" objective.

Sincerely,

Kevin W. Krepinevich
International Secretary

cc: Finance Department
Field Operations

F:FORMS / P:ADJUST.2 / 5-23-89

EXHIBIT C

May 5, 1989

MEMORANDUM

TO: John D. Morton, Chairman, Finance Committee

FROM: Dave Wohler, Administrator, Key Club International DW

RE: Expenditure of Key Club Fund Balance

As required by Kiwanis Board Procedure 882.5, this is to inform you that the proposed 1989-90 Key Club budget is not balanced. The major reasons for this are:

1) Costs associated with salary allocations from other departments (except Finance Department) are now being totally funded by Key Club dues income.

2) Key Club's major source of revenue (dues at $3.50 per member) has not been increased since 1983. (Note: A dues increase is projected within the next two years.)

3) New programs to enhance growth and service to clubs.

To balance the budget we are requesting permission to spend $58,378 of Key Club fund balance (reserves). This expenditure is 17% of the beginning year fund balance which is within the 25% limit allowed by Board Procedure 886.1. This request is for "sustaining operations" as provided for in Procedure 886.1

Additionally, the proposed budget requests a subsidy from Kiwanis International in the amount of $20,000. The subsidy, as in the past, will be used to offset the cost of providing materials to sponsoring Kiwanis clubs. (Note: This is the same subsidy amount as provided in the 1988-89 budget.)

Thank you.

54:MEMOS:MEMOS7
5-5-89

1989-90 CAPITAL EXPENDITURE REQUESTS

ITEM	UNIT COST	NUMBER	TOTAL	
PC Software	800	6	4,800	
CPT Office Companion and Printer	2,000	3	6,000	#
CPT Office Companion and Printer	2,000	5	10,000	
Phoenix Computer and Legframe	2,500	3	7,500	#
Nixdorf Terminal	700	9	6,300	
High Speed PCs with Hard Disk	4,500	2	9,000	
Nixdorf High Speed D/M Printer	2,100	2	4,200	
HP LaserJet II Printer	2,100	2	4,200	
Sheetfeeders for Diablo Printers	375	4	1,500	
Hard Cards/Hard Disks for PCs	350	4	1,400	
Color Monitors/Color Cards for PCs	800	2	1,600	
PC Projection Panel	1,800	1	1,800	
JLaser Card for Laser Printer	1,450	1	1,450	
Hard Disk CPT 9000 Upgrades	600	2	1,200	
Nixdorf Disk Packs	500	3	1,500	
9600 Baud Modem-Europe	1,500	1	1,500	
4800 Baud Modem-Districts	700	2	1,400	
Tape Streamer Backup Units	1,100	2	2,200	
PC Computer Tables	350	4	1,400	
Forms Burster and Check Signer	6,000	1	6,000	
Telephone Headsets	300	4	1,200	
Secretarial Chairs	325	9	2,925	
Outdoor Sprinkler System	8,831	1	8,831	
Transient Voltage Surge Protector	20,377	1	20,377	

1989-90 CAPITAL EXPENDITURE REQUESTS

ITEM	UNIT COST	NUMBER	TOTAL	
Solar Master Window Film	8,800	1	8,800	
Bourg Collator Model AE16, P2	24,116	1	24,116	
Electronic Scale with Postal Account	4,235	1	4,235	
Quaker Guest Conference Chairs	228	6	1,368	
Very Basic Copier	2,000	1	2,000	
U-Shaped Workstation-Manager	4,581	3	13,743	#
L-Shaped Workstation-Secretary	3,253	1	3,253	#
L-Shaped Workstation-Translator	3,223	2	6,466	#
U-Shaped Workstation-Secretary	4,100	2	8,200	#
International Secretary Contingency	10,000	1	10,000	
		TOTAL A	145,302	
#-Items related to new staff positions		TOTAL #	45,162	
		TOTAL	190,464	

REPORT OF THE BOARD COMMITTEE ON LONG RANGE PLANNING

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

MAY 3 - 7, 1989

Date of Committee Meeting: May 4-5, 1989

Place of Committee Meeting: International Office, Indianapolis, Indiana

Present: Members - A.S. "Buddy" Ammar, Andrew Batsis, D.M.D., Ian Perdriau
Chairman - Robert A. Wagner
Staff - James P. Tinsley
Guest - Kevin W. Krepinevich

Review of Recommendations for Possible New Initiatives

The Committee reviewed possible new initiatives for consideration of insertion in the Long Range Plan. The Committee was pleased with the vision and innovation inherent in many of these proposed initiatives. The Committee thanks Secretary Kevin and the staff for their work in the development of these possible initiatives.

Following review, the Committee determined the suggested board committee(s) which would be responsible for any future development of each initiative. These designations are noted in Exhibit A (attached).

All designated committees are asked to review the proposed initiatives and determine which items should be considered for insertion in the Long Range Plan. Such items should brought to the full Board for consideration.

Revisions to 1990-95 Plan

The Committee noted the need for several housekeeping changes to the plan as it relates to the office structure (e.g. the elimination of the Operations and Special Services Divisions). The Committee asked staff to prepare the necessary revisions by the October, 1989 Board Meeting.

The Committee also noted the need for the development of strategies to support Objective V-Sponsored Programs. The Committee referred this matter to the Sponsored Programs Committee.

Review of Action Strategies to be Initiated in 1990-91

The Committee reviewed the following action strategies that are scheduled to be initiated in 1990-91:

Objective I - Recruitment	**Cost**
-Develop service activities that focus on the interests of target recruitment audiences	-0-
-Expand initiatives in Africa	-0-

Objective II - Retention

-No new strategies scheduled to start in 1990-91

Objective III - Cost Containment

-Improve records management	-0-
-Streamline reporting system for disticts and clubs	-0-
-Improve material distribution (already started in 1988-89)	-0-

Objective IV - Internationalization

-Open two regional offices	$2,500

Objective V - Sponsored Programs

-No new strategies scheduled to start in 1990-91

Objective VI - Optimum Structure

-No new strategies scheduled to start in 1990-91

Objective VII - Service Activities

-No new strategies scheduled to start in 1990-91

All of the above listed strategies are scheduled to have a feasibility study conducted and then be presented to the Board for approval. It was noted that staff will begin in October of this year to prepare the 1990-91 Operational Plan which will include these feasibility studies.

Additions to Long Range Plan for 1994-95

The Committee discussed the need for all board committees to develop strategies and action statements for insertion in the plan for 1994-95. The Committee will present all proposed additions at the June Board Meeting for Board approval. Additionally, the Committee needs to be apprised of any adjustments to the existing plan.

Review of Committee Responsibilities

The Committee reviewed Board Procedure 112.7 concerning the committee's responsibilities and was apprised by President-elect Lusche that the responsibilities of the Board Committee on Long Range Planning would remain the same for 1989-90. It was noted that the President-elect encouraged the continued development of a plan which is aggressive and innovative; one that would demonstrate that Kiwanis International is the leader in the service club movement.

Respectfully submitted,

A.S. "BUDDY" AMMAR
ANDREW BATSIS, D.M.D.
IAN PERDRIAU
ROBERT A. WAGNER

Proposed
New Long Range Plan Initiatives
May 5, 1989

Key to committee designations:

A - Administration
C - Communications & Conventions
E - Education & Program Development
F - Finance
L - Long Range Planning
M - Member Services & International Extension
P - Policies, Procedures, & Structure
S - Sponsored Programs

PROPOSED
NEW LONG RANGE PLANNING INITIATIVES

EXHIBIT B

OBJECTIVE I: TO INCREASE RECRUITMENT SO THAT THE NEW MEMBER ADD GOAL EQUATES TO 18% OF THE PREVIOUS YEAR'S MEMBERSHIP BASE.

A. To develop and implement a world-wide Kiwanis International Lt. Governor training program. (E)

The intent of this strategy is to offer uniform Lt. Governor training conducted by Kiwanis International in one or more selected sites.

B. To develop and implement a recommended training program to be used by certified Kiwanis Trainers to assist in the training Lt. Governors at the district sponsored Lt. Governors Training. (E)

The intent of this strategy is to provide a pre-prepared training program on district issues to be conducted by the Certified Kiwanis Trainers from each district. This would supplement the Kiwanis International training mentioned in item A.

C. To develop and implement a world-wide Kiwanis International KIAR Training program. (M)

The intent of this strategy is to offer uniform KIAR training conducted by Kiwanis International in one or more selected sites.

D. To develop and implement a world-wide Kiwanis International District Growth Chairmen training program. (M)

The intent of this strategy is to provide uniform district growth chairmen training to assist in the uniform implementation of the Kiwanis International growth programs.

E. To develop and implement a Kiwanis International video training library. (E)

The intent of this strategy is to develop a series of video programs to address membership growth needs, training and motivation.

F. To develop and implement a Corporate Recruiting Program. (M)

The intent of this strategy is to develop a presentation program to be used by key Kiwanis officials to encourage major corporations to endorse the service club movement and to encourage Kiwanis members who are employees to assist in the recruitment of corporate members.

G. Develop and implement a program for the targeting of metropolitan areas for new club building. (M)

The intent of this strategy is to identify potential, encourage development and monitor development of new clubs in metropolitan areas that should be able to sustain more than one Kiwanis club.

H. To develop and implement a data base of club membership information to follow trends, identify weaknesses and prevent potential problems. (M)

The intent of this strategy is to develop a data base for trends of individual clubs. This would offer the opportunity to red flag certain trends seen for clubs and to work with districts and divisions in addressing club needs before serious problems arise.

I. To develop and implement a demographic analysis for new members based on a variety of factors. (M)

The intent of this strategy is to determine and monitor the demographics of new members to be provided to a variety of levels of leadership in the organization to target areas that are not being addressed for new member recruitment.

J. To develop relationships with other service, fraternal and educational associations to develop a new member feeder system. (M)

The intent of this strategy is to identify associations which would have members that would be attractive to Kiwanis Clubs and to make regular contacts with those organizations to develop cooperative arrangements for educating members as to the benefits of Kiwanis.

K. To develop and implement a program to be used by Kiwanis clubs as an orientation for parents of Key Club, Circle K and Builders Club members. (M)

The intent of this strategy is to develop a program that could be conducted by Kiwanis Clubs explaining the benefits of Kiwanis membership to be offered to parents of members of our sponsored youth programs.

L. To develop and implement a program to recruit members from "closet" categories of job positions. (M)

The intent of this strategy is to develop and promote a listing of jobs and titles which are not normally considered when identifying new member prospects. Usually the accountant, bankers, insurance salesmen, etc. are considered but not the systems analyst or quality control analysts which we should consider for potential members. It is believed that the focus in the U.S. at least is toward service industries and that we should make clubs aware of the job titles available in service industries for potential members.

M. To prioritize, develop and implement a plan for the development of non-districted clubs and areas into districts. (M)

The intent of this strategy is to develop a prioritized plan for identifying areas that have non-districted clubs and to bring these areas into district status through better communication and service.

N. To develop and implement a membership training guide for use by districts for membership forums at district mid-winter meetings and district conventions. (M)

The intent of this strategy is to develop a consistent training program to be used by growth facilitators at district mid-winters and conventions. This could include a script, overheads and even handouts to enhance the growth message.

O. To develop and implement a plan to involve past governors and past lt. governors in the growth process. (M)

The intent of the strategy is to involve these groups in the growth process.

P. To develop a once a year publication to past Key Club and Circle K members highlighting important events of the previous year in both organizations and the benefits of joining Kiwanis. (M)

The intent of this strategy is to develop a once a year "alumni" type of publication to be sent to past Key Club and Circle K members that would keep their address file active for referral to Kiwanis clubs and to keep them informed of developments in these sponsored programs.

OBJECTIVE II: TO INCREASE RETENTION OF CURRENT MEMBERS TO ACHIEVE A YEARLY INCREASE OF .5% OF THE PREVIOUS YEAR'S MEMBERSHIP.

A. To develop and implement a new club support and nurturing program. (M)

The intent of this strategy is to develop a series of support materials and systems to provide assistance, motivation and support to new clubs to reduce the number of new clubs lost in the first few years of existence.

B. To develop and implement a Club Officers administrative education program to be conducted by Kiwanis International. (E)

The intent of this strategy is to develop a consistent club officer administrative training program to be offered to club officers for more consistent and better club operation.

C. To develop and implement a change in focus of the Bulletin for Kiwanis Officers and the General mailings. (C/A)

The intent of this strategy is to pursue the possibility of the BKO in being a "how-to" type of publication with regular articles on such topics as membership, programming, education and dates to remember. This would then be used hand in hand with the club president's handbook. The size of the general mailings may need to be smaller but more frequent to carry the Kiwanis International concepts.

D. To develop and implement signature service projects. (E)

The intent of this strategy is to research and develop service programs to be used by predetermined market segments, geographic areas and population bases for the involvement of new members in clubs.

E. Develop a club classification system based on location within population areas. (M)

The intent of this strategy is to develop a system to classify clubs into population base areas such as 850 or less, or 1.5 million or more for tracking and development of materials specific for the needs of the clubs with the resources available based on population density. Further research could be conducted in age, location and even life-styles.

F. To develop, implement and expand the Speakers Bureau program into a resource guide for effective club meetings. (C)

The intent of this strategy is to develop an effective club meetings resource guide and to include the speaker's bureau as part of the guide to address the improvement of club meetings.

G. To develop and implement a member benefits program. (A)

The intent of the strategy is to identify items that can be considered member benefits and to develop those special agreements to benefit the members of Kiwanis.

H. To develop and implement a new member orientation resource guide. (E)

The intent of this strategy is to develop an orientation handbook with 10-15 specific topics which are developed in detail for the education of new members on basic concepts of Kiwanis. This could then be used for new clubs as the first 10-15 programs as Kiwanis education or for new members to encourage attendance and development as an active informed member. This would be used in conjunction with but as a more detailed supplement to the current new member handbook.

I. To develop and implement a program to assist clubs in attaining a membership of 30 or more. (M)

The intent of this strategy is to develop a program that would be a "care and feeding" program to provide some special assistance to clubs under thirty to encourage and provide input to assist these clubs to expand and maintain their membership to at least 30 or more members. This should eventually move Kiwanis International away from addressing needs when clubs drop below charter strength to addressing needs when they get below 30.

J. To develop and implement a supplies discount for retaining members. (A)

The intent of this strategy is to develop a plan whereby discount certificates would be issued to clubs for the number of members that renewed their memberships to be used by individual members when ordering supplies items.

K. To develop and implement a convention discount for long term members. (C)

The intent of this strategy is to develop a means for rewarding long term members who register for convention. The convention registration would be reduced for members with x years of membership.

L. To develop and implement a magazine subscription discount for long term members. (C)

The intent of the strategy is to develop a means for rewarding long term members who subscribe to the magazine.

M. To develop and implement regional offices. (A)

The intent of the strategy is to open a regional office in Asia, South America or in other parts of the world where the potential for self support would eventually be evident. This would be a loss program for a few years but one that would not lose money for as long as Kiwanis International subsidized Europe. At this point a 20,000 member threshold may be the guiding factor.

N. To develop and implement a system to include occupations to Kiwanis International published materials. (A)

The intent of this strategy is to begin to address pride in membership by making members more aware of the type of members in Kiwanis. This will also provide information to Kiwanis International as to who our members are for assistance in other endeavors.

O. To develop and implement concepts of pride in membership. (M)

The intent of this strategy is to determine what constitutes pride in membership, define the concepts and to utilize those concepts in the development of materials.

P. To develop and implement the ability for transfer of memberships between Kiwanis clubs. (A)

The intent of this strategy is to develop guidelines and procedures to enhance retention of members who are transferred to locations where they can no longer attend their current Kiwanis club but wish to continue their membership.

Q. To develop and implement member service recognition. (M)

The intent of this strategy is to develop a program to supplement perfect attendance by recognizing length of service or participation.

R. To develop and implement a "distinguished member" program. (M)

The intent of this strategy is to develop a recognition program for members with criteria that could be managed at the club level for activation of members.

S. To develop and implement "how-to" reference material for club members. (E)

The intent of this strategy is to develop a series of guides for club member use. They can include such as a project chairman guide, club planning guide, club directors handbook, fund-raising chairman handbook, club retention chairman's guide to name a few.

T. To develop and implement better communication of national recognition programs. (C)

The intent of this strategy is to better communicate to the membership the times and locations of Kiwanis International exposure in the media such as exact times the president appears on the Children's Miracle Network Telethon.

U. To develop and implement a plan for programs to enhance individual members potential. (E)

The intent of this strategy is to develop materials available to members to enhance their personal development for both Kiwanis and their job.

V. To develop and implement an appropriate awards system. (M)

The intent of this strategy is to develop the optimum awards program for club and officer involvement at all levels of the organization.

OBJECTIVE III: TO INITIATE FISCALLY RESPONSIBLE PROCEDURES AND PROGRAMS TO ENHANCE INCOME AND LIMIT EXPENSES.

A. To develop and implement teleconferencing techniques. (A)

The intent of this strategy is to develop Kiwanis International's teleconferencing capabilities for training programs.

B. To develop and implement a plan to utilize current property for income development. (A)

The intent of this strategy is to develop a plan for the utilization of the property currently owned by Kiwanis International which could be available to other corporate members in the community. This could entail a Kiwanis International Conference center or even leasing the land for use by a day care facility.

C. To develop and implement a plan to automate data entry functions. (A)

The intent of this strategy is to develop forms used by Kiwanis International that could be used by clubs for things such as dues billings and monthly reports that could be scanned rather than using data entry operators.

D. To develop and implement a plan for laser printing of computer mainframe reports. (A)

The intent of this strategy is to install laser printers on the mainframe computer to speed up the printing process and provide more available computer time to other programs.

E. To develop and implement a plan for the expansion of services available to districts through the computer network system. (A)

The intent of this strategy is to develop services other than just record keeping that will be available to districts through the computer link-up with district offices.

F. To develop and implement a plan for the utilization of leading edge software for the improvement of record keeping and statistical analysis. (A)

The intent of this strategy is to develop a system for the review and testing of new software, its applicability to Kiwanis International and its integration into Kiwanis International systems.

G. To develop and implement a system for records management. (A)

The intent of this strategy is to develop methods for record retention through the use of laser scanners. Many times valuable information is received and stored but since it is on paper and is not stored in the computer it becomes useless due to the manual time to complete any research.

H. To develop and implement a plan for customized club billings. (A)

The intent of this strategy is to determine the preferred billing style for regions of the world and implement the cycles most appropriate for those regions such as once-a-year, quarterly, or even semi-annually.

I. To develop and implement a one-time billing for new members of new clubs. (A)

The intent of this strategy is to determine the feasibility of eliminating the need for pro-rata dues for members of new clubs by implementing a flat fee.

J. To develop and implement a service fees program for past due indebtedness. (A)

The intent of this strategy is to develop a plan for charging service fees to past due amounts owed by clubs.

K. To develop and implement an automated general ledger and accounts payable system for Key Club, Circle K and the KI Foundation. (F)

The intent of this strategy is to complete the automation of the accounting system for Kiwanis international entities.

L. To develop and implement a plan for the desk top publishing of the BKO. (C)

The intent of this strategy is to reduce costs and turn-around time for the BKO by producing it in-house on the desk top publishing system.

M. To develop and implement a plan for the availability of contract services available to districts from Kiwanis International. (A)

The intent of this strategy is to develop services such as desk top publishing of district newsletters that would be available to districts for a fee.

N. To develop and implement a plan for direct importing of supplies from manufacturers. (A)

The intent of this strategy is to develop a plan for the shipping direct from suppliers Kiwanis merchandise and in essence eliminating the middle-man.

O. To develop and implement a plan for the solicitation of corporate sponsorships of Kiwanis International programs. (A)

The intent of this strategy is to develop a plan for accepting corporate sponsorships for Kiwanis programs.

P. To develop and implement a plan for the development of professional forums at the international convention. (C)

The intent of this strategy is to develop a plan to offer professional development forums at the international convention which attendees would pay for on a fee basis and attend prior to or after the convention.

Q. To develop and implement a plan for the contracting of professional fund-raisers for clubs. (A)

The intent of the strategy is to develop a plan to create "officially endorsed" fund-raisers that clubs could use for fund-raising projects that would be credible and for which Kiwanis International would receive income.

R. To develop and implement a plan for requiring one nights deposit for hotel rooms with registration fee for the international convention. (C)

The intent of this strategy is to develop a plan to collect one night's deposit for housing at the international convention and to place this in a convention account to collect interest.

S. To develop and implement a plan for a minimum charge for convention transportation. (C)

The intent of this strategy is to charge attendees at the convention a minimal (e.g. 25 cents) to ride the transportation provided at the convention.

T. To develop and implement a plan for Kiwanis International to obtain tax exempt status in states where the convention is held. (A)

The intent of this strategy is to determine if Kiwanis International can reduce the possibility of paying taxes on services such as meals and other state taxed items.

U. To develop and implement a plan for expanding bidding procedures for services to international areas and companies. (A)

The intent of this strategy is to develop a plan for contracting services for Kiwanis from international countries when the service provided in this manner would be more cost effective than those currently used.

OBJECTIVE IV: TO IMPROVE INTERNATIONALIZATION OF THE ORGANIZATION'S PROGRAMS, MATERIALS AND PROCEDURES.

A. To develop and implement a plan to utilize multiple languages in club needs and personal products catalogs. (A)

The intent of this strategy is to develop a catalog that contains additional languages and more international type of items for more international utilization of the catalog.

B. To develop and implement a plan for regional editions of the Kiwanis Magazine. (C)

The intent of this strategy is to decentralize the magazine publication and to provide copies in more than one language. By having regional publications with mandatory subscriptions begin with the initiation of regional offices, this could significantly enhance communication world-wide.

C. To develop and implement a plan to conduct the Kiwanis International Convention in a region other than North America every 5 years. (C)

The intent of this strategy is to expose Kiwanis International to other parts of the Kiwanis world. This may reduce the size and change the program at least one year out of 5 but could enhance Kiwanis International's image with the clubs and the public.

D. To develop and implement a plan for conducting one Board of Trustees meeting in a region other than North America. (A)

The intent of this strategy is to consider the possibility of discussing issues germane to a particular region or country for a particular board meeting. By traveling to that region and having representatives of that region to assist the boards discussions could enhance communication and the image of the board.

E. To develop and implement a plan for cross-cultural training of staff and Board Members. (A)

The intent of this strategy is to develop a plan for the training of staff and Board Members to assist in understanding cultural differences, customs and protocol.

F. To develop and implement a plan for the utilization of international students as interns. (A)

The intent of this strategy is to develop relationships with developing international materials and translations.

G. Develop and implement a plan for the development of international videos and slide shows. (C)

The intent of this strategy is to include internationalization of video and slide presentations as part of development plans of all materials instead of developing the first version in english and then developing at a later date international versions.

H. Develop and implement a plan for cycle publication of programs and materials. (C)

The intent of this strategy is to develop a plan for reducing the need for each year conducting massive updating of materials to reduce translation time, cost of production, and to distribute materials in a more timely manner.

I. To develop and implement a plan for regional officer materials, and other publications to reflect cultural differences. (C)

The intent of this strategy is to begin to develop materials for clubs and service programs more germane to the audience which will use the materials.

J. To develop and implement a plan for written criteria for the opening of new Kiwanis countries with emphasis on financial issues. (F)

The intent of this strategy is to develop an implementation plan once a Kiwanis country has been opened. Currently procedures are in place for opening a country but little to nothing is available for implementation.

K. To develop and implement a plan for the opening of new districts. (A)

The intent of this strategy is to further develop plans for the "official" opening of a district. Currently guidelines exist based on membership but no administrative, training or organizational requirements or guidelines are set. Also

absent is any "celebration" guidelines.

L. Develop and implement a plan for project sharing between international clubs. (E)

The intent of this strategy is to develop a plan for Kiwanis clubs to share projects or work on joint international projects. Clubs also have available means to offer fund-raising projects that can benefit other clubs. The availability of this information could create closer ties between clubs and better international understanding.

M. To develop and implement a plan for "twinning" between clubs. (M)

The intent of this strategy is to develop a plan and encourage club "twinning" or sister clubs to encourage communication and assistance to strengthen international ties.

N. To develop and implement a plan for the promotion of a club international relations committee. (M)

The intent of this strategy is to develop a plan for increasing club involvement and interest in international issues through an international relations committee.

O. To develop and implement a plan for the expansion of Kiwanis into current or former iron and bamboo curtain countries. (M)

The intent of this strategy is to develop a plan for involvement of Kiwanis in countries such as Hungary, China, the USSR etc.

P. To develop and implement an international youth leadership training conference. (E)

The intent of this strategy is to develop a program to be used by Kiwanis clubs for raising the awareness of youth to international issues through regional leadership training programs. This could be one student selected by each district to attend an international seminar.

OBJECTIVE V: TO PROVIDE SUPPORT TO KEY CLUB INTERNATIONAL, CIRCLE K INTERNATIONAL, AND THE BUILDERS CLUB AND KIWANIANNE PROGRAMS FOR INCREASED GROWTH AND QUALITY SERVICE.

A. To develop and implement a plan for the use of Field Service Representatives to assist with the building of new sponsored programs clubs. (S/M)

The intent of this strategy is to develop a plan to utilize FSRs to assist the building of sponsored program clubs. This could be done through the re-defining the FSR role or even an FSR specifically for sponsored programs that would attack specific districts or markets.

B. To develop and implement a plan for a sponsored programs video presentation. (S)

The intent of this strategy is to develop a promotional video to be used by Lt. Governors or district chairmen to promote the benefits of a club sponsoring one or more of the Kiwanis International sponsored programs.

C. To develop and implement a plan for the refocusing of attention or highlighting of sponsored programs to Kiwanis clubs. (S)

The intent of this strategy is to develop a plan to give a higher profile to the sponsored programs of Kiwanis International by placing a stronger emphasis in the MEP or a resolution at an international convention.

D. To develop and implement a plan for international extension of the sponsored programs. (S)

The intent of this strategy is to develop a plan for the expansion of the sponsored programs outside North America. This would include club support materials and possible co-payment of such services as translations between the sponsored programs and Kiwanis International.

E. To develop and implement a plan to include a sponsored programs staff member in each regional office. (A/S)

The intent of this strategy is to provide a staff person well versed in sponsored programs to be placed in each regional office to assist the expansion of sponsored programs world-wide.

F. To develop and implement a public education program to be used by Kiwanis clubs to encourage schools to adopt sponsored youth programs. (S)

The intent of this strategy is to develop materials to be used by Kiwanis clubs to educate school boards and school administrators to the benefits derived from sponsored programs to gain assistance in the founding of new sponsored youth clubs.

G. To study, evaluate and revise the subsidies paid by Kiwanis International for sponsored programs. (S)

The intent of this strategy is to more clearly define Kiwanis International's role in the development of new clubs in the sponsored programs area and the costs associated with these activities.

H. To develop and implement a plan for the promotion of the sponsored programs in the Kiwanis Magazine and the BKO. (S/C)

The intent of this strategy is to determine the best medium for the promotion of sponsored programs and the costs associated with such promotion.

I. To develop and implement a plan for the improvement in size and quality of the sponsored youth magazines. (S)

The intent of this strategy is to develop a plan for the expansion in size and quality of the sponsored youth publications to attract prospective members.

J. To develop and implement a plan for the publishing of a special edition of the youth publications. (S/M)

The intent of this strategy is to develop a plan for the publishing of a special issue of the Keynoter Magazine that would highlight the benefits of joining CKI, or an edition of the Circle K magazine that would promote the benefits of joining Kiwanis, or a special magazine to Builders Club members promoting joining Key Club.

K. Develop and implement a referral program for former Builders Club members and graduating Key Club and Circle K members. (S/M)

The intent of this strategy is to develop a referral program to be used by a Builders Club, Key club or Circle K club that would identify the school a student would be attending or a community the student will be moving to upon graduation to notify the community or school that the student would be available for membership in Kiwanis or Circle K, or Key Club.

L. To develop and implement a clear direction and focus for the target market for the Kiwanianne program. (S)

The intent of this strategy is for the Kiwanis International Board to clearly define the market that Kiwanis clubs should address when pursuing the development of a Kiwanianne club. At this time it is not clear what market should be pursued and it may create a conflict with the markets Kiwanis is focusing upon.

M. Develop and implement a plan for the targeting of second year Kiwanis clubs for the promotion of the building of sponsored programs. (S)

The intent of this strategy is to develop materials to be sent to Kiwanis clubs that are beginning their second year if they have not yet built a sponsored program in their community to promote the building of a sponsored program.

O. To develop and implement a plan to coordinate planning of at least one facet of the MEP for Kiwanis International and its sponsored programs that each can address cooperatively. (S/E)

The intent of this strategy is to develop a plan for the leadership of Kiwanis International and its sponsored programs to agree upon a special emphasis that can be part of each organizations MEP that Kiwanis clubs and its sponsored programs could work on cooperatively that is promoted by all parts of the K-Family.

P. To develop and implement a plan for the expansion of the Leadership Education Program to members of sponsored programs and their faculty advisors. (S/E)

The intent of this strategy is to develop a plan to expand the Leadership Education Program, possibly through current trainers, to include the leadership and advisors of sponsored programs.

Q. To develop and implement a consistent organization-wide training program for sponsored Kiwanis programs advisors and or club chairmen. (S)

The intent of this strategy is to develop a consistent script at least and possibly to use "qualified" trainers to provide training for club advisors and chairmen for sponsored programs to enhance the quality of the support to the sponsored programs.

R. To develop and implement a plan for the computerization of the membership of sponsored programs. (S/A)

The intent of this strategy is to begin to compile a data base for other strategies discussed in the suggested strategies. The first step of this strategy would possibly be the inclusion of graduating seniors.

S. To develop and implement a plan for the inclusion of all K-Family logos on materials produced. (C)

The intent of this strategy is to pursue the possibility of including all K-Family logos on materials to promote the entire K-Family.

T. To develop and implement a plan for the possible corporate sponsorship of programs. (S/A)

The intent of this strategy is to consider the possibility of securing corporate sponsorship of some of the leadership programs offered by sponsored programs.

OBJECTIVE VI: TO DETERMINE AND IMPLEMENT THE OPTIMUM STRUCTURE OF KIWANIS INTERNATIONAL.

A. To develop and implement a series of membership classifications within the Kiwanis organization. (M)

The intent of this strategy is to develop a series of different membership classifications (e.g. associate member, privile-ged member, etc.) which potential new members would be able to choose when to choose when joining a Kiwanis Club.

B. To revise and internationalize the standard form for club and district bylaws. (M)

The intent of this strategy is to update and refine the club and district bylaws and request districts and clubs to make necessary adjustments.

C. To develop and implement a plan to identify individuals who can represent Kiwanis International in non-districted areas. (M)

The intent of this strategy is to develop a plan to involve individuals who would be responsible for non-districted areas to provide assistance, support and communication on those clubs and their status.

D. To develop and implement a revised job description for Lt. Governors. (A)

The intent of this strategy is to develop a job description for lt. governors that enhances the support they provide to clubs and to make the job more attractive and meaningful.

E. To develop and implement a plan for the redesigning of international committees and their structure. (A)

The intent of this strategy is to review and revise the international committees, their structure and responsibilities for the most effective utilization.

F. To develop and implement a plan for the redesigning of district committees and their structure. (A)

The intent of this strategy is to review and revise the district committees, their structure and responsibilities for the most effective utilization.

G. To develop and implement a plan for the redesigning of club committees and their structure. (A)

The intent of this strategy is to review and revise the club committees, their structure and responsibilities for the most effective utilization.

H. To develop and implement a plan for the review and refining of Board Committees and their relationship to the Board. (A)

The intent of this strategy is to develop a procedure for the clear definition of the relationship between the Board of Trustees and the Board Committees.

I. To develop and implement a plan for the determining of the optimum number of trustees, representative make-up and the term of each. (P)

The intent of this strategy is to determine how best to represent Kiwanis on the Board of Trustees.

J. To develop and implement a plan for the optimum structure of districts. (A)

The intent of this strategy is to develop a plan for the determination of maximum size of districts, names used for districts and necessary district structure.

K. To study the effectiveness of Federations or other officially recognized entities. (A)

The intent of this strategy is to develop a plan to determine if Federations or other recognized entities are to be expanded in Kiwanis International.

L. To develop and implement a plan for the refinement of the role of the International Board Counselor or representative. (A)

The intent of this strategy is to determine if an expansion of current materials, redirection of activities, or redefining of responsibilities are necessary for the role of the Counselor and if so what is necessary.

M. To develop and implement a plan to determine the best utilization of the Past Presidents Committee. (A)

The intent of this strategy is to determine the best utilization of the Past Presidents Committee, its structure, and function.

N. To develop and implement a plan for the inclusion of District and Club Foundations under the Kiwanis International Foundation umbrella. (A)

The intent of this strategy is to determine if a unification of all of the different foundations can be brought under the Kiwanis International Foundation umbrella.

O. To develop and implement a plan for inclusion of various "splinter" groups for official recognition by Kiwanis International. (S)

The intent of this strategy is to clearly define how Kiwanis International wishes to recognize, control, or support various splinter groups such as Kiwanettes, Sky Clubs, Aktion Clubs.

OBJECTIVE VII: TO PROVIDE SUPPORT TO AND ENHANCE THE GROWTH OF KIWANIS INTERNATIONAL'S SERVICE ACTIVITIES.

A. To develop and implement a plan for the regionalizing of the Major Emphasis Program. (E)

The intent of this strategy is to develop the MEP by regions of the Kiwanis world rather than trying to incorporate all parts of the Kiwanis world in a comprehensive MEP.

B. To develop and implement a plan for the inclusion of a single service concern in the fund-raising activities of the foundations at all levels of Kiwanis. (E)

The intent of this strategy is to develop a plan for the encouragement of foundations at the club and district level to adopt a Kiwanis International recommended service concern as one of the service concerns for which funds are raised.

C. To develop and implement a procedure of criteria for Kiwanis International to adopt "officially supported" service programs. (E)

The intent of this strategy is to develop a procedure for staff to utilize for individuals interested in having Kiwanis International adopt a service program as an officially supported program.

D. To develop and implement a plan for developing a more focused Major Emphasis Program. (E)

The intent of this strategy is to develop a more focused MEP that will be a singularly recognizable project that Kiwanis supports and receives recognition for its support.

E. To develop and implement a plan for the development of sample "starter" projects for newly formed clubs. (E)

The intent of this strategy is to develop a service package for new clubs with "how to" information on running service projects as well as two or three simple starter projects for new clubs to immediately implement.

G. To develop and implement a service project fund-raising guide. (E)

The intent of this strategy is to develop a guide to be made available to clubs to use for developing and implementing fund-raising programs.

H. To develop and implement a plan for the acquiring of corporate sponsorships of Kiwanis service programs. (A)

The intent of this strategy is to develop a plan for the pursuit of corporate support of Kiwanis International service programs.

I. To develop and implement a resource guide for clubs identifying corporate service interests. (E)

The intent of this strategy is to develop a resource guide for clubs to use to identify corporations in their community and the corporation's service interest for possible joint projects or support.

J. To develop and implement a plan for the establishment of district service directories. (E)

The intent of this strategy is to work with districts to develop district service directories that would be compiled each year by the district. The directory would have a single page for each club in the district and a listing of service and fund-raising programs. This would offer other clubs in the district the opportunity to inquire about projects that are of interest.

K. To develop and implement a project bulletin for clubs to involve non-Kiwanians in service projects. (E)

The intent of this strategy is to develop a service bulletin that would encourage a service project, at least once a year, that would involve non-Kiwanians and would ultimately result in prospective members.

REPORT OF THE BOARD COMMITTEE ON SPONSORED PROGRAMS

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 3-7, 1989

Date of Committee Meeting: May 3-4, 1989

Place of Committee Meeting: International Office, Indianapolis, Indiana

Present: Members - A.S. "Buddy" Ammar, Andrew Batsis, D.M.D., Ian Perdriau
Chairman - Kenneth W. Smith, D.C.
Staff - James P. Tinsley, Carolyn J. Seymour, Dave A. Wohler, Kristen L. Miller, Gayle L. Beyers
Guest - Robert E. Lee

BUILDERS CLUB

Overview of the Builders Club Program

The Committee reviewed the Builders Club status report. For Board information the following are updates to the statistical data as of May 1, 1989:

	1988/89	1987/88
Total Active Builders Clubs	535	N/A
Suspended Clubs	391	N/A
Total New Clubs Built Year-To-Date	70	84
Membership	12,269	10,080
Number of Paid Sponsorship Fees Year-To-Date	439	366
Percent of Paid Sponsorship Fees Year-To-Date	82.2%	N/A

The Committee noted that comparison figures are not always available for the 1987/88 year. However, next year a full set of comparison figures will be available. The Committee was pleased to note that membership and the number of paid clubs had increased for Builders Club over last year.

Staff updated the Committee on the activities pertaining to Builders Club including the notification of suspension mailing and the second Builders Club newsletter.

Report of the Chairman of the International Committee on Builders Clubs

The Committee reviewed the report submitted by L.H. "Dig" DeGarmo, Chairman, International Committee on Builders Club. Staff noted that responses to requests within the report had been sent.

KIWANIANNE CLUBS

Overview of the Kiwanianne Club Program

The Committee reviewed the Kiwanianne club status report. For Board information the following are updates to the statistical data as of May 1, 1989:

	1988/89
Total Clubs	147
Clubs on Suspended Status	6
New Clubs Built Year-To-Date	1
Number of Sponsorship Fees Paid Year-To-Date	116
Percent of Sponsorship Fees Paid Year-To-Date	78.9%
*Total Reported Membership	1,590
*Average Membership Per Club	33.125

*The membership figures are based upon the Quarterly Club Report forms that have been received. Forty-eight clubs have returned these forms, reporting a total membership of 1,590 or 33.125 members per club.

The Committee noted that comparison figures are not available for Kiwanianne for the 1987/88 year. However, next year a full set of comparison figures will be available.

Staff reviewed for the Committee the activities pertaining to Kiwanianne including the production of the 1988/89 directory, first Kiwanianne Bulletin and first quarterly mailing.

Report of the Chairman of the International Committee on Kiwanianne

The Committee reviewed the report submitted by Robert Andrew, Chairman, International Committee on Kiwanianne. It was requested that staff respond to questions raised in the report.

Kiwanis International Board Procedure 318 Pertaining to Kiwanianne Clubs

The Committee reviewed Board Procedure 318.3 as it relates to the due date for Kiwanianne sponsorship fees and the administrative year for Kiwanianne clubs. In order to bring Kiwanianne clubs in line with the other sponsored programs, the due date needs to be changed from October 15th to October 1st. Additionally, current procedure needs clarification that the administrative year for Kiwanianne clubs is October 1 - September 30.

Recommendation #1:

The Committee recommends adoption of the following change to Kiwanis Board Procedure:

318.3 - Jurisdiction

c. (3) Thereafter, on October ~~15~~, 1 of each year, the sponsoring Kiwanis club shall remit to Kiwanis International a $100 annual sponsorship fee covering the October 1 to September 30 administrative year. ~~to be adopted by the Kiwanianne club.~~ For the first year of a newly organized Kiwanianne club, the Kiwanis club shall remit a portion of

the sponsorship fees as follows: clubs organized during the first quarter of the administrative year, $75; during the second quarter, $50; during the third quarter, $25; and during the fourth quarter, no fee. The failure by the Kiwanis club to remit the annual sponsorship fee by December 31 of each year may result in the withdrawal and cancellation by Kiwanis International of the Certificate of Organization and Recognition of the Kiwanianne club as outlined in 318.3 c. (7) (c). With each annual sponsorship fee, the sponsoring Kiwanis club shall submit to Kiwanis International a current listing of the names and addresses of the Kiwanianne club's members and officers, and the name and address of a Kiwanian who shall be appointed by the Kiwanis club to serve as the Kiwanis club's liaison with the Kiwanianne club. A copy of the list shall be sent to the Kiwanis district Kiwanianne club chairman.

and the adoption of the following new addition:

c. (8) Each Kiwanianne club shall adopt October 1 - September 30 as its administrative year.

I move that Recommendation 1 be adopted.

(Adopted)

Finance: No impact.
Procedure: Referred to the Policies, Procedures and Structures Committee for insertion.

Kiwanianne District Structure

The Committee discussed with staff the proposed formation of a Kiwanianne District by the California-Nevada-Hawaii District. The Committee requested staff to investigate the feasibility of Kiwanianne districts and prepare a report for the June Board Meeting. The Committee will discuss possible recommendations at that time. The Committee requested that staff explain to the district that current Kiwanis Board Procedure does not permit the organization of Kiwanianne clubs above the club level.

CIRCLE K

Review of Circle K International Status Report

The Committee reviewed the Circle K Status Report. For Board information the following are updates to the statistical information:

	1988-89	1987-88
Total Circle K Clubs	601	622
Total New Clubs Built YTD	30	31
% of Paid Clubs YTD	82.4%	72.9%
Paid Membership	9,707	9,426
Dues Amount Paid	$ 77,138.22	$ 75,560.67
Non-Meeting Clubs	89	36
%Paid Sponsorship Fees YTD	76.0%	81.0%

The figures used for this comparison are as of May 9, 1988 and May 1, 1989. This shows that Circle K is currently only 276 members away from equalling last year's year-end membership total. It is important to note that the average size of the Circle K club has increased this year. Also, this is the first year for pro-rated dues to be implemented for CKI (effective April 15). The Committee will review the membership figures at the June meeting to determine the impact of this change.

Approval of Kiwanis Procedures for Alternate Funding for Circle K International

The Committee reviewed and revised the proposed procedures for alternate funding for Circle K International. The concept of alternate funding for Circle K was approved by the Kiwanis Board at the January 1989 meeting. The Committee noted that by allowing corporate and individual sponsorship and fund-raising, outside the traditional methods of dues, sponsorship fees, Kiwanis subsidy and Foundation grants, CKI will be able to pursue new avenues of funding. This will provide the opportunity for special projects and programs to be developed in the areas of leadership development training and scholarships which might not otherwise be possible without additional financial assistance from Kiwanis International or the Kiwanis International Foundation. The Committee noted that all expenditures will follow Kiwanis Board financial policy and procedures and that Kiwanis International and Kiwanis International Foundation staffs will coordinate and be responsible for all alternate fund-raising contacts and efforts.

Recommendation #2

The Committee recommends that the procedures for alternate funding for Circle K International be approved.
(See Exhibit A)

I move that Recommendation 2 be adopted.

(Adopted)

Finance: Impact unknown
Procedure: Referred to the Policies, Procedures and Structures Committee for insertion

Review of Circle K Board Travel

The Committee reviewed the travel reports submitted by all but one of the members of the Circle K International Board of Trustees, and found them to be in order. It was noted that a savings of approximately $7,000 will be realized for Board travel for District visits and Board meetings from the cost-saving efforts of the Circle K travel agency.

Report of the Chairman of the International Committee on Circle K Clubs

The Committee reviewed the report of Chairman Thomas Ewbank and noted the continued increase of activity in communication with assigned districts by the members of the Committee. It was noted that Chairman Tom will again attend committee meetings of the Circle K International Board of Trustees at their June meeting, as well as host them for a dinner at his Indianapolis home. Mr. Ewbank will also be in attendance at both the Kiwanis International and Circle K International Conventions.

Proposed Amendments to Circle K International Constitution and Bylaws

The Committee reviewed the proposed amendments to the Circle K International Constitution and Bylaws received as of this date. These will be presented at the Circle K International House of Delegates in Cincinnati this summer. Final consideration and approval of the amendments are not required until after the Circle K House of Delegates has voted on the proposals.

Review of the 1989-90 Operational Plans

The Committee reviewed the 1989-90 Operational Plans for Circle K International, Key Club International, Builders Clubs and Kiwanianne, submitted in January 1989, with revisions and referred the cost of implementing the plans to the Finance Committee for consideration in development of the 1989-90 budget.

Review of the 1990-95 Long Range Plan

The Committee reviewed the new programs, projects and activities scheduled to begin during the 1990-91 administrative year for Circle K International, Key Club International, Builders Clubs and Kiwanianne. These are part of the existing 1990-95 Long Range Plans.

Grants

The Committee reviewed and approved the following grant proposal requests to be submitted to the Kiwanis International Foundation:

Circle K

Circle K Regional Training Conference	$ 18,310
Circle K Leadership Training Conference	14,745
Circle K Matching District Scholarship Program	19,000
Circle K Marketing Audio/Visual Program	20,000

Builders Clubs

Builders Club Promotional Video Presentation	$ 22,810

Key Club

District Administrators Mid-Year Conference	$ 3,822
Key Club Leadership Seminar (Valley Forge)	16,065
Key Club Matching District Scholarship Program	16,000
Sapaugh Scholarship	1,000
Key Club Regional Training Conferences	22,600
Key Club International Theme and Major Emphasis Program	32,728

The Committee forwarded these grant proposal requests to the Executive Committee for prioritization.

KEY CLUB

Review of the Key Club International Status Report

The Committee reviewed the Key Club Status Report. For Board information the following are updates to the statistical information:

	1988-89	1987-88
Total Key Clubs	3,732	3,645
Total New Clubs Built YTD	173	146
Paid Membership	124,283	120,448
Dues Amount Paid	$428,185.06	$414,425.53
Suspended Clubs	219	190

The Committee was pleased to note that the organization is ahead of the 1987-88 YTD totals in the areas of new club building, paid memberships, and dues collected.

Report of the Chairman of the International Committee on Key Clubs

The Committee reviewed the report of Chairman Tom Muchler and noted the committee's work on the Sponsorship Award Program and the manual "Information of Interest to Secondary School Principals Concerning Key Clubs." It was also noted that Chairman Tom will be in attendance at both the Kiwanis and Key Club International Conventions.

Review of Key Club Board Travel

The Committee reviewed the Board Travel Reports submitted by all but one member of the Key Club International Board and found them to be within established procedure. The Committee noted that the cost of the travel was well below that budgeted as a result of the cost saving efforts of the current Key Club travel agency.

Review of Key Club International Board Activity

The Committee reviewed the activity of the Key Club International Board. The activities included a Key Club International Board meeting, counselled district board meetings/convention attendance, and the impending resignation of Trustee Michelle Moline in order that she could fulfill her obligations as the newly elected Governor of the California-Nevada-Hawaii District.

Proposed Amendments to the Key Club International Constitution and Bylaws

The Committee reviewed the proposed amendments to the Key Club International Constitution and Bylaws received by this date. The proposals will be presented at the Key Club International House of Delegates in Orlando this summer. Final consideration is not required until after the Key Club International House of Delegates has voted on the proposals.

Amendments to the Key Club International Board Policies

The Committee reviewed a request from the Key Club International Board to amend Key Club Board Policy 5.4 L which outlines requirements which candidates must meet in order to have their biographical and platform sketch included in the "Summary of Candidates" packet. The committee believes the proposed amendment encourages timely consideration prior to filing for an International position.

Recommendation # 3

The Committee recommends that the following proposed change to Key Club International Board Policy 5.4 L be approved:

5.4 L "Every candidate for International Office must have submitted a completed Statement of Candidacy, an International Officer's Service Agreement, a biographical sketch, and an outline of his/her ~~proposed~~ platform, to the International ~~Office~~ Administrator ~~at least two weeks~~ prior to any campaigning at the International Convention. A prospective candidate wishing to have his/her name and personal information included in the "Summary of Candidates" which will be inserted in the registration packet of voting delegates at convention, must submit the above forms to the International Administrator by May 15 (postmark)."

I move that Recommendation 3 be adopted.

(Adopted)

Finance: No Impact
Procedure: In Compliance

The Committee reviewed a request from the Key Club International Board to amend Key Club Board Policy 5.1 which outlines the district visitation limitations placed on an underclassman during the year of his/her international candidacy. The Committee believes the proposed amendment strengthens and clarifies the existing policy.

Recommendation # 4

The Committee recommends that the following proposed change to Key Club International Board Policy 5.1 be approved:

5.1 In addition, an underclassman, who is a candidate for international office, will be allowed to travel to official Key Club functions in six (6) districts during the 12 month period prior to the International Convention at which he/she is a candidate for international office, one of those districts being his/her home district. ~~the remaining five of his/her own discretion~~.

In the event that the said underclassman is an international officer ~~himself~~, and he/she ~~counsels~~ represents two (2) districts ~~other than his/her home district, two being his/her counseled district, and the other three of his/her own discretion.~~ he/she will be allowed to travel to official Key Club functions in six (6) districts during the 12 month period prior to the International Convention at which he/she is a candidate for international office, two (2) of those districts being his/her assigned districts.

In the event that the said underclassman is an international officer, and he/she represents three (3) districts, he/she will be allowed to travel to official Key Club functions in six (6) districts during the 12 month period prior to the International Convention at which he/she is a candidate for international office, three (3) of those districts being his/her assigned districts.

I move that Recommendation 4 be adopted.

(Adopted)

Finance: No Impact
Procedure: In Compliance

The Committee reviewed a request from the Key Club International Board to amend Key Club Board Policy 5.4 A which regulates the amount of money an international candidate may spend on campaign materials. The Committee believes this amendment updates the existing policy to compensate for inflation over the past five years.

Recommendation # 5

The Committee recommends that the following proposed change to Key Club International Board Policy 5.4 A be approved:

5.4 A "The retail value for all materials used in a campaign for any international office must not exceed ~~$110~~ $140 (US)."

I move that Recommendation 5 be adopted.

(Adopted)

Finance: No Impact
Procedure: In Compliance

The Committee reviewed a request from the Key Club International Board to amend Key Club Board Policy 1.9-A-1 which assigns Theme and Major Emphasis Program development to the appropriate Board Committee.

The Committee believes this amendment to be a necessary housekeeping amendment in line with previously approved amendments to the Key Club International Constitution and Bylaws.

Recommendation # 6

The Committee recommends that the following proposed change to Key Club International Board Policy 1.9-A-1 be approved:

1.9 Reimburseable Expenses of Key Club International Board Members

A. Travel and Transportation

1. The following are the reimburseable travel and transportation expenses for Key Club International Board Members:

   a. International Board Training Conference
   b. Council Meeting/Leadership Conference
   c. Fall Board Meeting
   d. ~~Executive~~ Theme Committee Meeting (~~Executive~~ Theme Committee members only)
   e. Winter Board Meeting
   f. International Convention at end of term
   g. One Board meeting and the district convention of each ~~counseled~~ assigned district
   h. Additional budgeted travel of the International Board, as authorized by the Key Club International Administrator

I move that Recommendation 6 be adopted.

(Adopted)

Finance: No Impact
Procedure: In Compliance

The Committee reviewed a request from the Key Club International Board to add Key Club Board Policy 6.3 which details an awards system presently in use as an incentive to early international dues payment. The Committee believes this addition will codify current Key Club practice.

Recommendation # 7

The Committee recommends that the following proposed addition to Key Club International Board Policy 6.3 be approved:

6.3 "The Dues Derby Award Program is established as an incentive program to recognize those districts which collect 100% dues in each category or the district collecting the highest percentage in each category. The following policies are established to administer the program:

A. Every district reaching 100% dues collection will be awarded a certificate of recognition at the international convention. The district will also be recognized in the post-convention issue of the Keynoter.

B. The Dues Derby divisions are defined as follows:

White Division: 0 - 75 Key Clubs
Blue Division: 76 - 150 Key Clubs
Gold Division: 151 or more Key Clubs

C. In any division where a district does not achieve 100% dues collection, a certificate of recognition will be awarded to the district with the highest percentage of dues collection.

D. In the event that more than one district has achieved 100% dues collection in any division, the district achieving 100% dues collection first will be declared the winner of that division."

I move that Recommendation 7 be adopted.

(Adopted)

Finance: No Impact
Procedure: In Compliance

The Committee reviewed a request from the Key Club International Board to add Key Club Board Policy 6.4 which outlines requirements for establishment and awarding of the Key Club International Matching Leadership Scholarship. The Committee believes this addition assures consistency and guarantees Key Club District Board involvement in the existing practice of granting the Key Club International Matching Leadership Scholarship.

Recommendation # 8

The Committee recommends that the following proposed addition to Key Club International Board Policy be approved:

6.4 "The Key Club International District Leadership Scholarship was created to recognize graduating seniors within the Key Club districts by providing them with a scholarship of $1,000 (US) to assist in their higher education.

A sum of $500 (US) is to be provided by the Key Club District with the remaining $500 (US) matched by the Kiwanis International Foundation.

The scholarship is to be given to a Key Club member in good standing with at least two years membership and equivalent of a 3.0 grade point average on a 4.0 scale. No district governors or international officers will be considered eligible for this scholarship. The Key Club district board will set any additional criteria for the scholarship and reserves the right to select the scholarship judging panel. Any funds provided by the Key Club district shall not be taken from its administrative account.

I move that Recommendation 8 be adopted.

(Adopted)

Finance: No impact
Procedure: In Compliance

Approval of Over-Expenditures in the 1989 Key Club Convention Budget

Budgets for the Key Club International Convention are developed almost two years in advance of the actual convention. Re-alignment and adjustment are necessary as more accurate estimations are available. With an increased attendance estimation necessary adjustments resulted in a less than one percent increase in total expenses for the convention. This increase in cost will decrease the income over expenses from $35,837 to $34,205.

Recommendation #9:

The Committee recommends that approval be granted to allow an over-expenditure of $1,632 on the proposed 1989 Key Club International Convention budget as detailed in Exhibit B.

I move that Recommendation 9 be adopted.

(Adopted)

Finance: Reduce 1988-89 Key Club Convention Surplus $1,632
Procedure: In Compliance

Administrative Action Concerning Key Club

The Committee reviewed the memo required by board procedure relative to the proposed budget of Key Club International. This memo was in order and was referred to the Finance Committee as an informational item.

Think Tank Concerning the Internationalization of Key Club

The Committee discussed concerns of the Key Club International Board regarding the Internationalization of the organization. The Committee considered the control procedures of expansion in the areas of languages, translation, targeted Kiwanis districts, and the incomplete development of Key Club within North America. The topic will be a discussion/informational item to be continued at the June meeting of the Committee.

Approval of K-Family Conference East

The Committee reviewed a request from the Pennsylvania District K-Family Chairman to conduct the 1989 K-Family Conference East, October 27-29 in York, Pennsylvania. Board Procedure 507 requires that approval be obtained from the Kiwanis International Board before the conference can be initiated. The Committee reviewed the application form and found it to be in order with the exception of who was being invited. The application indicated that that only members of Kiwanis, Circle K, Key Club and Builders Club would be invited. The Committee believes it is important that all members of the K-Family be invited which would include Kiwaniannes.

Recommendation #10:

> The Committee recommends that the request to conduct the 1989 K-Family Conference East, October 27-29 in York, Pennsylvania be approved provided that the conference organizers agree to invite members of Kiwanis, Circle K, Key Club, Builders Club and Kiwanianne clubs.
>
> I move that Recommendation 10 be adopted.
>
> (Adopted)

Finance: No impact.
Procedure: In compliance

Discussion of Administrative Year for Kiwanis Districts and Sponsored Youth Groups

The Committee briefly discussed the differences in administrative years for Kiwanis Districts and Key Club/Circle K Districts. The Committee noted an isolated concern but believes there is no need for change at this time.

Review of Committee Responsibilities

The Committee reviewed Board Procedure 112.10 concerning the committee's responsibilities and was apprised by President-elect Lusche that the responsibilities of the Board Committee on Sponsored Programs would remain the same for 1989-90.

Support of Sponsored Programs

The Committee was extremely pleased with all the positive accomplishments that have been made in our sponsored programs. These programs, particularly the sponsored youth organizations, have brought pride to Kiwanis for many years. In fact, it is the strength of our sponsored programs that distinguishes Kiwanis from all other service organizations. The Committee encourages all board members to support our sponsored programs so that the organization can share the pride of sponsorship for many years to come.

Respectfully submitted,

A. S. "BUDDY" AMMAR
ANDREW BATSIS, D.M.D.
IAN PERDRIAU
KENNETH W. SMITH, D.C., Chairman

APPROVED PROCEDURES FOR ALTERNATE FUNDING FOR CIRCLE K INTERNATIONAL

The following shall be added to the Kiwanis Procedures:

A new section, 604 shall be added to the Circle K section of the procedures.

604 - Alternate Funding

Circle K may, upon following the approved procedures, raise additional funds to be deposited with the Kiwanis International Foundation. All fund-raising efforts must comply with these prescribed procedures, and no member club, district or person may initiate an alternate fund-raising effort, on behalf of Circle K International. The purpose of raising alternate funds for Circle K International is to raise monies for leadership development training and scholarships

604.1 - The Tomorrow Fund

An account for designated funds for Circle K International may be created by the Kiwanis International Foundation for individual and/or corporate gifts.

604.2 - Purpose of Alternate Funding

The purpose of raising alternate funds for Circle K International is to raise monies for leadership development training and scholarships. These funds shall be considered designated funds for Circle K International grants from the Foundation.

604.3 - Fund-Raising Guidelines

The following guidelines shall be met in order to conduct alternate fund-raising efforts:

a. All fund-raising efforts will be coordinated by the Secretary of Kiwanis International who may consult with the Administrator of the Kiwanis International Foundation.

b. All fund-raising campaigns shall follow the policies and procedures of Kiwanis International, the Kiwanis International Foundation and Circle K International.

c. Expenditures from this account will follow normal budget procedures as outlined in Kiwanis Board Procedures 882-886.

d. Funds raised from corporations shall be in addition to funds received from the Kiwanis International Foundation and Kiwanis International. In all cases, Kiwanis International and the Kiwanis International Foundation shall be viewed as the primary support of Circle K International. No contribution from any corporation shall infringe upon the relationship with the parent organization, Kiwanis International.

604 - Alternate Fund-Raising (continued)

e. Funds shall not be sought from corporations or foundations whose products, services or activities may in any way cast a shadow of suspicion or impugn the good name of Kiwanis International, the Kiwanis International Foundation, or Circle K International.

f. Funds shall not be solicited, nor accepted, from the alcohol or tobacco industries.

g. Funds sought must be for the development and implementation of special programs and projects relative to leadership development training and scholarships, and not for use in day-to-day administration of the organization, nor for staff recruitment and hiring.

h. No member club, district or person may initiate an alternate fund-raising campaign on behalf of Circle K International. Contacts must be made by the Kiwanis International staff and/or from the Kiwanis International Foundation staff.

Exhibit B of the Report of the Board Committee on Sponsored Programs, "1989 Proposed Convention Budget Summary for Key Club International," is now Exhibit #19 of the May 3-7, 1989, Minutes.

EXHIBIT #19

KEY CLUB INTERNATIONAL

1989 PROPOSED
CONVENTION BUDGET SUMMARY

Dept. 167

Acct #	Description	Actual 1988	Approved 1989	Revised 1989	Variance
6413-006	Convention	$180,427	$199,750	$199,750	
7261-006	Guest Expenses	1,342	1,500	1,500	
7261-032	Staff Convention City Expenses	15,137	13,722	14,430	+$ 708
7620-002	Meal Functions - Breakfast	24,927	19,800	27,280	+ 7,480
7620-026	Farewell Luncheon	47,881	33,550	27,125	- 6,425
7620-027	Judges Lunches	560	900	962	+ 62
7620-040	Board Dinner	915	900	900	
7620-042	Post Convention Dinner	1,954	1,925	1,925	
7620-062	Receptions	2,359	1,750	850	- 900
7630-001	Entertainment	6,203	4,500	3,500	- 1,000
7630-003	Convention Speakers	5,163	5,250	5,250	
7630-005	Dance	0	1,200	350	- 850
7630-007	Beach Party	5,500	0	0	
7635-002	Forum - Materials	0	7,950	7,603	- 347
7635-003	A/V Equipment	0	900	1,750	+ 850
7640-001	Publicity & Promotion	8,102	3,815	2,990	- 825
7640-005	Promotional A/V	3,197	0	0	
7645-001	Printing/Production	4,409	5,465	5,375	- 90
7651-001	Furniture	0	2,200	1,750	- 450
7651-002	Equipment	800	1,530	1,660	+ 130
652-006	Host Committee Expense	7,269	8,046	8,046	
7656-001	Shuttle Service	0	0	0	
7657-006	Production Charges	30,283	28,225	32,300	+ 4,075
7657-007	Audio Visual Materials	0	1,000	3,800	+ 2,800
7657-008	Program Materials	6,109	700	700	
7658-005	Decorator	0	1,420	1,645	+ 225
7658-006	Facility Rental	404	0	0	
7658-020	Temporary Help/On-Site	0	600	0	- 600
8021-058	Ship Convention Material	2,634	2,750	2,250	- 500
8041-032	Promotion Material	2,067	0	0	
8061-007	Awards	4,785	6,000	5,596	- 404
8061-008	Convention Gifts	1,979	300	300	
8136-012	Badges & Ribbons	1,890	2,650	1,625	- 1,025
8136-013	Office Supplies	2,972	1,090	1,058	- 32
8136-016	Sergeant-At-Arms	0	100	400	+ 300
8136-018	Signs	0	800	300	- 500
8139-031	Registration Form	0	1,100	600	- 500
8179-025	Convention Site	663	1,200	650	- 550
8199-002	Convention Misc.	377	575	575	
8199-003	Uncollectibles	1,914	500	500	

	Actual 1988	Approved 1989	Revised 1989	
Total Income	$180,427	$199,750	$199,750	
Total Expense	191,795	163,913	165,545	
Income over Expense	- $ 11,368	+ $ 35,837	+ $ 34,205	- $ 1,632

46/Annual:Convent

REPORT OF THE BOARD COMMITTEE ON COMMUNICATIONS AND CONVENTIONS

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 3-7, 1989

Dates of Committee Meeting: May 3-4, 1989

Place of Committee Meeting: International Office

Present: Members - C. A. Dillon, Jr., Robert L. McCurley, Jr., and Robert E. Wales
Chairman - Arthur D. Swanberg
Staff - Patrick Hatcher, Larry J. Horney, John Johnson, Chuck Jonak, Kelly Sears, A. G. Terry Shaffer

Status Reports

The Committee reviewed the Communications Division's Status Report for the period of December 1, 1988, through April 1, 1989, and commended Staff on its progress and achievements.

Unfinished Business

Operational Plan - 1989-90

The Committee reviewed and approved the 1989-90 Operational Plans for the following five departments: Magazine, Advertising, Publications, Public Relations, and Meetings and Conventions. This was submitted in January 1989, with revisions, and the cost of implementing the plan was referred to the Finance Committee for consideration in development of the 1989-90 budget.

New Business

Long Range Plan - 1990-95

The Committee discussed the Long Range Plan and gave it preliminary approval, pending a report from the Long Range Planning Committee. The Committee will review the plan further at the June 1989 Board meeting.

Committee Responsibilities - 1989-90

The Committee briefly discussed its responsibilities with President-elect Noris Lusche, and it was determined that no changes are necessary.

Grant Proposals - 1989-90

Public Relations

The Committee reviewed and approved the following 1989-90 grant proposal requests to be submitted to the Kiwanis International Foundation totalling $34,000:

- "Volunteers in Action: Kiwanis Today" $24,000
- World Service Medal $10,000

and forwarded the proposed requests to the Executive Committee for prioritization.

Information/Discussion

Australia/New Zealand Kiwanis Magazine Circulation

The Committee discussed a plan to circulate the Kiwanis magazine to Kiwanis clubs in the English-speaking nations of Australia and New Zealand. An introductory letter would be sent to club presidents in September to explain this pilot program. Staff would send the following issues of the Kiwanis magazine: October 1989, November/December 1989, and January 1990 (75th Anniversary special issue). These magazines would be bulk shipped to clubs for distribution to their members.

In January 1990, a readership survey also would be mailed to a random sampling of Kiwanians in those two Kiwanis nations (as well as to all club, division, and district leaders). If the results of the readership survey proved favorable, Staff would present the Committee with a proposal for a subscription campaign aimed at the Kiwanians in those two nations. At that time, the price of an annual subscription would be determined.

The Committee noted that the bulk mailing of the January 1990 Kiwanis magazine would be included as part of the worldwide distribution of the 75th Anniversary special issue. The Committee recommends the cost should not be charged to the Magazine Fund.

The Committee also noted that if this pilot program is well received, additional proposals that would address the circulation of Kiwanis magazine to other English-speaking regions would be presented.

Recommendation #1:

> The Committee recommends that a pilot program for circulation of three issues of Kiwanis magazine to Kiwanis clubs in Australia and New Zealand be implemented during the 1989-90 administrative year.
>
> I move that recommendation #1 be adopted.
>
> (Adopted)

Finance: $1,000 to be added to 250-7421-04 (Printing) and $7,300 to be added to 250-8021-71 (Kiwanis Magazine Postage) in the 1989-90 budget.
Procedure: In compliance

Operation K World

The Committee reviewed the progress after two mailings of "Operation K World," which is the distribution of selected Kiwanis magazine articles to the editors of district publications. The Committee encouraged Staff to continue the program and to provide the Committee with updates.

Andean and Central America District Magazine Subsidy

The Committee discussed the current subsidy of $2,000 to the Andean and Central America District magazine. Staff was requested to investigate the publication's effectiveness and report to the June Committee meeting.

Alternative Sources of Income

The Committee reviewed the interest in the Presidents' Cruise. Inquiries continue at a very high level, but confirmed bookings are progressing slowly. The charter status of this event has been dropped and a group commitment undertaken to eliminate any financial guarantees by Kiwanis International.

The Committee was informed of the development of a credit Card Program. This will be a Committee agenda item at the June Committee meeting.

Travel Management Program

The Travel Management Program is currently under study by Staff. A further report will be reviewed at the June Committee meeting.

Meetings and Conventions

St. Louis

Staff updated the Committee on negotiations with the St. Louis Convention Center and hotels. The Committee is pleased to report that elevated seating for 4,000 persons will be provided in St. Louis at no cost to Kiwanis International. Additionally, acceptable hotel rates have been obtained, and a sufficient number of hotel rooms have been secured.

The Committee has requested Staff to investigate the cost and feasibility of moving the Opening Sessions of the conventions beginning in St. Louis and for future cities from Sunday nights to Saturday nights. If feasible and not cost prohibitive, the Committee would consider this change so that attendees can take advantage of the significantly reduced airfares offered in conjunction with a Saturday night stayover. Additionally, by having Closing Sessions one night earlier, attendees would be able to miss fewer days of work. This should improve attendance at Closing Sessions.

Anaheim/Nice

Staff reported on their recent site visits to Anaheim and Nice.

Orlando

The Committee noted that more than 1,500 Orlando registrations have been processed this week, bringing the current registrations to 10,265. Approximately 61 percent of these registered attendees have purchased Superstar tickets, which is consistent with sales from past years.

With the exception of three Club Project Booths, all exhibit space in Orlando has been sold. Booth requests from fund-raising exhibitors and outside exhibitors has exceeded expectations. The Exhibit Hall layout was revised to accommodate more of these type exhibitors.

The Committee discussed a request of the Membership Division to premiere, on the main stage at the Orlando Convention, two new video presentations being developed by that division concerning member recruitment. As these videos are still in the development stage, the Committee believes that their presentation should not be a part of the Official Program. The Committee recommends that the videos be shown at General Sessions during a "lull" time. The Committee asked Staff to preview the videos and to ensure that they would be compatible with the convention video equipment and would not be over ten to twelve minutes in length.

The Orlando forum schedule was reviewed and approved, and the Committee wishes to commend President Gene and President-elect Noris for their joint effort in establishing a schedule that emphasizes programs and plans for the 1989-90 administrative year. The Committee recommends that the President-elect should have major input into the development of Convention forums in all future conventions.

Special Services

75th Anniversary

The Committee reviewed plans for the 75th Anniversary Kit, which will be mailed to all club secretaries on August 1. The kit will contain a basic service bulletin for implementation of club service projects, public relations releases, a billboard order form, a banner patch application, a 75th Anniversary supplies flyer, a Rose Parade Float pin order form, a logo sheet, a "Volunteers in Action" order form, a postage meter card, and a cover letter from the 1989-90 International President. Most, if not all, of these materials will be prepared in time for limited distribution at the Orlando Convention.

75th Anniversary Chairman Jim Heymes presented details about the anniversary at the Governors-elect Conference in March. In addition, governors-elect received bulletins to assist them and their 75th Anniversary district chairpersons with promotional efforts. The Committee requested that Staff supply governors-elect with materials for use in the training of their lieutenant governors and that communication with 1989-90 75th Anniversary district chairpersons begin as soon as possible.

There will be a 75th Anniversary forum in Orlando, and an anniversary booth has been arranged in the Club Clinic area of the Exhibit Hall to be staffed by members of the 75th Anniversary Committee.

Rose Parade Float

A brief review of the Rose Parade float funding effort was given. To date, approximately $20,000 has been raised through the sale of pins and charms. It is anticipated that 3,000 will be sold at the Orlando Convention and further sales will be promoted at district conventions.

75th Anniversary Events in Detroit/Budget

The Committee noted that plans for the events in Detroit are progressing in a timely manner and that the 75th Anniversary Committee will meet again in Orlando in June.

The Committee reviewed the 75th Anniversary 1989-90 revised proposed budget, which is attached as Exhibit A. The Committee recognizes that a number of factors have altered the original estimated cost of $70,000 approved by the Board. These factors most notably include the mailing of Kiwanis magazine to non-North American Kiwanians in the amount of $18,770, 75th Anniversary Committee expenses and Staff expenses for the Detroit events. The revised proposed budget of $106,845 is an increase of $36,845 (approximately 53 per cent) over the previously approved proposed $70,000 budget.

The Committee recognizes that the original $70,000 did not take into account the magazine mailing cost of $18,770 which we suggest be added to the approved budget. The Committee further suggests that if additional funds are needed, the 75th Anniversary Committee should consider corporate sponsorships and/or raising the price of the event ticket.

Recommendation #2:

The Committee recommends that the 75th Anniversary budget for 1989-90 be revised from $70,000 to $88,770.

I move that Recommendation #2 be adopted.

(Adopted)

Finance: Increase 1989-90 proposed budget for 75th Anniversary by $18,770
Procedure: In compliance

Orlando Council Meeting Agenda

The Committee reviewed the agenda for the Council meeting in Orlando attached as Exhibit B. This agenda will be mailed to participants within the next several weeks.

October 5-8 Council Meeting Agenda

The Committee also reviewed the October 5-8, 1989, Council Meeting to be held at the Westin Hotel in Indianapolis, Indiana. The tentative agenda is attached as Exhibit C. The 1989-90 Council members and invited guests will receive program highlights, registration forms, and the official "Call to Council" by July 1.

Respectfully submitted,

C. A. DILLON, JR.
ROBERT L. McCURLEY, JR.
ROBERT E. WALES
ARTHUR D. SWANBERG, Chairman

EXHIBIT A

75th ANNIVERSARY
1989-90 REVISED PROPOSED BUDGET

	75th Anniversary Revised Proposed Budget
Banner Patch Responses	$ 420
Kiwanis Magazine Mailing to Non-North Americans (January 1990 Commemorative Issue)	18,770*
DETROIT EVENTS	
Photo Reception for Dignitaries	500
Entertainment	18,000
Lights, Sound, A/V, Camera, Labor	26,000
Scripts	50
Shipping of Materials to and from Detroit	600
"History of Kiwanis" for Program (video)	14,000
Orchestra	4,000
Decorations (including draping, "stage" birthday cake, plants, skirting)	2,500
Photographs	200
Programs (Saturday afternoon, Saturday evening, Sunday morning)	1,700
Brown/Kraft envelopes (registration), tickets	260
Staff travel	4,460*
Youth Presidents to attend	1,764*
Service Club Leaders Conference Dignitaries (20 couples)	1,920
Expenses for 75th Anniversary Committee to attend events	7,527*
Contingency (5% of total of Detroit Events)	4,174
	$106,845

*Added items not included in the previously approved proposed $70,000 budget

EXHIBIT B

AGENDA

INTERNATIONAL COUNCIL MEETING

Orlando, Florida
Sunday, June 25, 1989

Stouffer's Hotel Ballroom E
7:30 a.m.

ANTHEM "Star-Spangled Banner"
Verrollton C. "Vic" Shaul, Chairman, Council and Convention Music

INVOCATION
Rev. Richard D. Hogan, Chairman, International Committee on Human and Spiritual Values

BREAKFAST

*DEVOTIONS
Introduced by: Arthur D. Swanberg, International Trustee
Soloist:
Old Testament Reading: William L. Lieber, International Trustee
New Testament Reading: C. A. Dillon, Jr., International Trustee
Reading from Hindu Religion: W. Donald Goodfellow, Q.C., International Trustee
Devotional Message: Kevin W. Krepinevich
Secretary, Kiwanis International

GREETINGS FROM THE PRESIDENT
Gene R. Overholt, International President

THE CONVENTION PROGRAM
Arthur D. Swanberg, Chairman, Board Committee on Communications and Conventions

REMARKS ON CONVENTION MUSIC
Verrollton C. "Vic" Shaul, Co-Chairman, Council and Convention Music

GROUP SINGING
Charles H. Greenwood, Co-Chairman, Council and Convention Music

KIWANIS ELECTION PROCEDURE
Anton J. Kaiser, Immediate Past President
Chairman, Conference on Nominations

DISCUSSION

CONVENTION RESOLUTIONS
Paul E. Tomshany, Chairman, International Committee on Resolutions

DISCUSSION

PROPOSED AMENDMENTS TO THE CONSTITUTION AND BYLAWS
W. Donald Goodfellow, Q.C., International Trustee and Chairman, Board Committee on Policies, Procedures, and Structures

DISCUSSION

PRESIDENT'S REPORT ON GROWTH AND COMMUNITY SERVICE
Gene R. Overholt, International President

ANNOUNCEMENTS

ADJOURNMENT

*It is requested that during DEVOTIONS there be no smoking or applause.

as of 5/1/89

TENTATIVE 1989 OCTOBER COUNCIL PROGRAM

(Note: All Council Functions will take place in the Westin Hotel unless otherwise noted.)

THURSDAY, OCTOBER 5, 1989

10:00 A.M. - 4:00 P.M.	HOSPITALITY SUITE	_____
2:00 P.M. - 5:00 P.M.	MEETING OF GOVERNORS OF THE EUROPEAN FEDERATION OF KIWANIS INTERNATIONAL Presiding: European Federation President Willy Ostholt	_____
2:00 P.M. - 5:00 P.M.	MEETING OF ASIA-PACIFIC AREA GOVERNORS Presiding: President-elect W.J. "Wil" Blechman, M.D.	_____
3:00 P.M. - 5:00 P.M.	TRAINING SESSION FOR GOVERNORS' WIVES NOT PRESENT FOR TRAINING IN ORLANDO	**Lusches' Suite**
4:00 P.M. - 8:00 P.M.	REGISTRATION	_____
8:00 P.M. - 9:30 P.M.	PRESIDENT'S INFORMAL RECEPTION	_____

FRIDAY, OCTOBER 6, 1989

8:00 A.M. - 1:30 P.M.	REGISTRATION	_____
8:30 A.M. - 11:30 A.M.	MEETING OF PAST PRESIDENTS Presiding: Frank J. DiNoto, Chairman, Committee of Past International Presidents	_____
8:30 A.M. - 11:30 A.M.	MEETING OF DISTRICT GOVERNORS Presiding: President Noris A. Lusche Invocation: Governor Robert W. Claar, West Virginia District	_____
8:30 A.M. - 11:30 A.M.	MEETING OF DISTRICT SECRETARIES Presiding: Secretary Daniel P. Borba, Chairman, Committee of District Secretaries and William A. Brown, Director, Club Services	_____

9:00 A.M. - 6:00 P.M.	SUPPLIES BOOTH _____
9:30 A.M. - 11:00 A.M.	LADIES' VISIT TO INTERNATIONAL OFFICE (Note: Bus departs from the Westin Hotel lobby at 9:00 A.M.)
11:45 A.M. - 1:00 P.M.	LADIES' COUNCIL LUNCHEON _____ Invocation: Treasurer's Wife
11:45 A.M. - 1:00 P.M.	INTERNATIONAL BOARD, PAST PRESIDENTS AND SECRETARIES EMERITI LUNCHEON _____ Invocation: Past President Aubrey E. Irby
11:45 A.M. - 1:00 P.M.	DISTRICT GOVERNORS' LUNCHEON _____ Invocation: Governor Johan Schnitler, Norden District
11:45 A.M. - 1:00 P.M.	INTERNATIONAL COMMITTEE CHAIRMEN LUNCHEON _____ Invocation: Chairman _____, _____ Committee
11:45 A.M. - 1:00 P.M.	DISTRICT SECRETARIES' LUNCHEON _____ Invocation: Secretary Charles H. "Pheeze" Kemper, Missouri-Arkansas District
1:30 P.M. - 3:30 P.M.	OPENING COUNCIL SESSION _____ Presiding: President Noris A. Lusche Singing: Led by Verrollton C. "Vic" Shaul Co-Chairman, Council and Convention Music Host Country Anthem ("The Star-Spangled Banner") Pianist: Sharon A. Baxter, Member, Kiwanis Club of Meridian Hills, Indianapolis, Indiana Invocation: Governor Weldon E. "Buddy" Hix, Alabama District Welcome to Council: Immediate Past President Gene R. Overholt Greetings from the European Federation: President Willy Ostholt Remarks: President _____, Circle K International

Group Singing: Charles H. Greenwood, Co-Chairman, Council and Convention Music

Report of the International Secretary
Kevin W. Krepinevich

Coffee Break

"St. Louis -- In The 75th Year!"
_____, General Host Committee Chairman, 1990 Kiwanis International Convention

"75 Years of Service - Let's Observe It Well!"
James D. Heymes, Chairman, 75th Anniversary Committee

Address: Michael Broome
"_____"

Acknowledgement of Speaker:
Treasurer _____

Announcements

3:45 P.M. - 4:45 P.M.	MEETING OF DISTRICT GOVERNORS Presiding: Robert S. Johnson, Chairman 1989-90 Class of Governors	_____
3:45 P.M. - 4:45 P.M.	MEETING OF INTERNATIONAL COMMITTEE CHAIRMEN Presiding: President Noris A. Lusche	_____
6:30 P.M. - 7:30 P.M.	COUNCIL DINNER DANCE RECEPTION For all Members of the Council and all Guests	**Indiana Roof Ballroom**
7:30 P.M. - 10:30 P.M.	GALA COUNCIL DINNER DANCE Dress: Men - Black Tie (formal wear) Women - Cocktail Dress or Evening Gown	**Indiana Roof Ballroom**

Presiding: President Noris A. Lusche

Prayer of Thanks: Governor Jack McGee, Texas-Oklahoma District

Dinner and Dancing to the Orchestra of Al Cobine

(Following adjournment of the dance at 10:30 P.M., Members of the Board of Trustees and their spouses will host Council attendees in Board Members' rooms at the Westin Hotel until 12:00 Midnight.)

SATURDAY, OCTOBER 7, 1989

8:30 A.M. - 9:30 A.M. SECOND COUNCIL SESSION _____

Presiding: President Noris A. Lusche

Invocation: Governor Patrick G. Nelson, Illinois-Eastern Iowa District

"Music in St. Louis": Verrollton C. "Vic" Shaul

Remarks: President _____, Key Club International

Special Feature: _____

"Your Kiwanis International Foundation": R. Tyler Bland, President, Kiwanis International Foundation

10:00 A.M. - 11:30 A.M. WORKSHOPS
(For: District Governors, Board Members, Past International Presidents, Secretaries Emeriti and International Committee Chairmen. A list of those assigned to each workshop is included in the Council registration packet.)

Group I _____

Presiding: _____

Group II _____

Presiding: _____

Group III _____

Presiding: _____

Group IV _____

Presiding: _____

10:00 A.M. - 11:30 A.M. MEETING OF DISTRICT SECRETARIES _____

10:00 A.M. - 12:00 noon	BRUNCH FOR LADIES OF COUNCIL Hostess: Jeannie Lusche Style Show "The Fashion of YOUR Life" Invocation: Rachel Blechman
11:45 A.M. - 1:45 P.M.	LUNCHEON HONORING THE PAST PRESIDENTS Presiding: Immediate Past President Gene R. Overholt
	Prayer of Thanks: Past President Merle H. Tucker
	Luncheon
	Introductions
	Tribute to Past Presidents R. P. "Reg" Merridew, Secretary Emeritus
	Address: Dr. Gene E. Sease "_____"
	Announcements
2:00 P.M. - 4:00 P.M.	BOARD COUNSELORS' MEETING WITH DISTRICT GOVERNORS AND SECRETARIES (Rooms of individual Board Counselors)
5:30 P.M. - 6:30 P.M.	Individual photos to be taken of Governors and their ladies with President Noris Lusche and First Lady Jeannie.
6:30 P.M. - 7:30 P.M.	RECEPTION for Members of the Council and all Guests
7:15 P.M.	Head Table Lineup
7:30 P.M.	COUNCIL BANQUET Dress: Men - Black Tie (formal wear) Women - Cocktail Dress or Evening Gown Presiding: President-elect W.J. "Wil" Blechman, M.D. Prayer of Thanks: Governor Robert S. Johnson, Missouri-Arkansas District, Chairman, 1989-90 Class of Governors

Dinner

Introductions

Presentation of Certificates of Election

Message of the President: Noris A. Lusche

Entertainment: Johnny Winn Dixieland Band

Announcements

(Following adjournment of the banquet, Members of the Board of Trustees and their spouses will host Council attendees in Board Members' rooms until 11:30 p.m.)

SUNDAY, OCTOBER 8, 1989

8:30 A.M. - 9:30 A.M. CLOSING COUNCIL SESSION _____

Presiding: President Noris A. Lusche

Invocation: Governor Kavanaugh Y. "Spike" Thrift, Capital District

Address: Richard F. Abel
" _____ "

Acknowledgement: _____, Chairman Board Committee on Communications and Conventions

Remarks: Robert S. Johnson, Chairman, 1989-90 Class of Governors

Closing Comments: President Noris A. Lusche

Announcements

Benediction: Governor Gordon McTaggart, Western Canada District

Singing: Auld Lang Syne

10:00 A.M. - 12:00 NOON AU REVOIR BUFFET _____

REPORT OF THE BOARD COMMITTEE ON ADMINISTRATION TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES MAY 3-7, 1989

Dates of Committee Meeting: May 4-5, 1989

Place of the Meeting: International Office

Present: Members: Robert L. McCurley, Jr., Eyjolfur Sigurdsson, Kenneth W. Smith, D.C.

Chairman: C.A. Dillon, Jr.

Others: Noris A. Lusche

Staff: John Merski, Jr., Don Collins, Jim Wann, Jerry Beer, Don Pottenger.

Status Reports

The committee reviewed the status reports of the Human Resources, Supplies, Office Services, and MIS Departments. The committee found the update informative and in order.

Operational Plans for 89-90

The committee reviewed and approved the 1989-90 Operational Plans for the areas including MIS, Supplies, Offices Services, and Human Resources submitted in January 1989, with revisions and referred the cost of implementing the plan to the Finance Committee for consideration in development of the 89-90 budget.

Committee Responsibilities

The committee reviewed its responsibilities for the upcoming 89-90 administrative year. President-elect Noris recommended no changes to the present committee responsibilities.

Long Range Plan for 90-91 Administrative Year

The committee reviewed the 90-91 administrative year Long Range Plan additions for the MIS, Supplies, Office Services, and Human Resources areas and suggested revisions to be made for review at the June Board meeting.

Investment Strategies for 401k and Pension Plan

The committee was updated on the present 401k and Pension Plans. It was suggested that staff conduct a complete analysis of the Plans to insure that the maximum return on investments be realized.

General Liability Policy "Exclusions"

Staff investigated the feasibility of obtaining additional exclusions from our General Liability Policy to reduce our cost. It was reported that further exclusions would have no effect on our current policy cost.

"8ØØ" Toll-Free Lines to Canada

The current 8ØØ toll free service and cost was reviewed. Staff analyzed current usage and on May 1, 1989 eliminated 3 MCI Prism III lines without interruption of service which will realize an annual savings of $1,2ØØ. The study also recommends the replacement of our current 4 AT&T "8ØØ" Toll-Free lines with 4 MCI "8ØØ" Toll-Free lines. This change will realize an annual savings of $1Ø,834. The new 8ØØ service will provide one number for use in the United States and Canada. Due to the necessity of changing the toll free number, the committee suggests the change be effective October 1, 1989.

Recommendation #1

The committee recommends replacement of 4 AT&T "8ØØ" lines with 4 MCI "8ØØ" lines which will provide toll free service to the United States and Canada effective October 1, 1989.

I move that Recommendation #1 be adopted.

(Adopted)

Finance: Estimated savings of $1Ø,834 in 89-9Ø.

Procedure: in compliance

European Telephone Communication (8ØØ Type Service)

The committee reviewed a report concerning costs of making available an 8ØØ-type service from European countries to the Regional Office in Zurich. The basic cost of providing service would be $186 per country per month. The committee requested that the Regional Office manager provide recommendations and that the matter be brought back to the committee for further consideration at the June meeting.

After Hours Answering Machine in Supplies

The committee reviewed several proposals to increase services and improve efficiency in the supplies department. The use of the current Fax machine was suggested. However, it is currently being utilized 5-6 hours per day. A dedicated "8ØØ" line connected to a Fax machine in supplies will provide 7 days a week 24 hours per day access while providing a "hard copy" without the use of personnel (See attached exhibit "A" for $2,5ØØ annual savings).

Recommendation #2

The committee recommends the installation of a dedicated "8ØØ" toll free line in the Supplies Department and the purchase of a "Fax" machine which will be connected to the 1-8ØØ line in the Supplies Department effective as soon as possible.

I move that Recommendation #2 be adopted.

(Adopted)

Finance: $1,75Ø Capital expense. Effect on 88-89 budget is $175. Estimated annual savings of $2,5ØØ beginning in 1989-9Ø.
Procedure: In compliance

Supplies Shipping Changes and Sales Costs
Staff reported that current shipping charges do not cover actual costs and reported that all shipping charges will be increased by $.5Ø per category. The committee agreed with this change. Staff also reported that contracts are being renegotiated which will result in lower cost for necessary items such as member buttons and club forms. These savings will be passed along to purchasers.

Worldwide Supplies
Staff reported that expansion of the supplies operation into the world market has been scheduled for feasibility study in the 89-9Ø year.

The European Federation convention will be held June 9-11 in The Hague, Netherlands. The committee reviewed the costs and benefits of providing a staffed supplies booth at the European Federation convention. The European clubs will be informed of KI supplies and increase the services to European clubs and members. The Supplies Department may also explore sales potential.

Recommendation #3

> The committee recommends that Kiwanis International set up a Supplies Booth at the 1989 European Federation convention being held in The Hague, Netherlands.
>
> I move that Recommendation #3 be adopted.
>
> (Adopted)

Finance: No impact
Procedure: In compliance

Distribution List of Records
The committee finds that the current practices are acceptable and recommends no changes be made on the current distribution list of records (Exhibit B). In instances where there are no guidelines, the committee suggests that such requests be directed to the International Secretary for consideration. The International Secretary may consult with the International President to determine if executive committee action is required.

Kiwanis International Foundation Distribution of Grants
The committee was asked to review a recommendation which was included in the report of the Ad Hoc Committee on KI-KIF relations. The recommendation would direct KIF to limit its grants solely to Kiwanis related activities. The committee concluded that since KIF is currently directing its grants to Kiwanis related activities, no recommendation is necessary.

Report of the District Secretaries
The committee reviewed the report of the District Secretaries conference held March 17-19 1989 (Exhibit C). The District Secretaries are to be commended for their helpful suggestions. Several of their suggestions have already been implemented. The committee suggests that the Member Services committee review the proposed revised Lt. Governor reports, to reduce the number of reports to be filed by the Lt.Governor, commencing with the 1990-91 Administrative year.

Paper Flow Committee
The committee reviewed the report of the Paper Flow Committee and was informed that several changes have already been made as a result of their study, such as instructions on the semi-annual billings have been revised and Growth and Awards Programs and yearly public relations materials are now included in the club manual. The committee applauds the dedication by members of the Paper Flow Committee and will hope to see additional recommendations implemented when the report is reviewed at the June meeting. (See Exhibit D.)

Electronic Vote Counting
The committee received an update on the use of electronic vote counting for elections at the Orlando Convention. After investigating a variety of options, it has been found that the Orlando County Board of Elections has the ability to provide both the electronic devices and personnel to assist the Election Committee in the tabulating of votes at a cost of $150 rental per machine plus $20 per hour per technician. These expenses will be included in the convention costs.

Advertising in Kiwanis International Catalogs and Directory
The committee discussed the feasibility of obtaining limited advertisements in the Supplies catalogs and the Directory to offset printing costs.

Recommendation #4

> The committee recommends that the Advertising Department in consultation with the Supplies Department be authorized to sell advertisements in the catalog and the directory. No item may be advertised which is offered for sale by KI.
>
> I move that Recommendation #4 be adopted.
>
> (Adopted)

Finance: Unknown income generation at this time.

Procedure: In compliance

Respectfully submitted,

ROBERT L. MCCURLEY, JR.
EYJOLFUR SIGURDSSON
KENNETH W. SMITH, D.C.
C.A. DILLON, JR., Chairman

EXHIBIT A

Cost:	Installation	$75.00
	Monthly Charge	20.00
	Calls	.23 to .26 per minute

ESTIMATED DATA

Supplies had 5,120 calls for 8 months = 640 month
640 X 12 = 7,680 calls per year
640 divided by 20 w/days = 32 per day

Reduce incoming calls by 1/3 to 440 calls/month
The balance of 200 would be received via the FAX

640 calls X 12 months = 7,680 calls per year
7,680 calls X 7 min. = 53,760 min/year X .25 = $13,440

440 calls X 12 months = 5,280 calls per year
5,280 calls X 7 minutes = 36,960 min/year X .25 = $ 9,240
$ 4,200

200 calls X 12 months = 2,400 calls per year
2,400 calls X 2 minutes = 4,800 min/yr X .30 = $ 1,440
$ 2,760 Savings/year

Add the FAX Machine @ $1,755

Add "800 Toll Free Line @ $20/m X 12 = 240
$ 2,520 Savings/year

KEY TO KIWANIS INTERNATIONAL DISTRIBUTION LIST

Distribution

P -Kiwanis International President
B -Kiwanis International Board of Trustees
PP -Kiwanis International Past Presidents
PBM -Past members of the Kiwanis International Board other than Past Presidents
SE -Secretary and Associate Secretary Emeritus
BCF -Kiwanis International Board Committee on Finance
BCC -Kiwanis International Board Committee on Communications and Conventions
BCE -Kiwanis International Board Committee on Education and Program Development
BCL -Kiwanis International Board Committee on Long Range Planning
BCA -Kiwanis International Board Committee on Administration
BCP -Kiwanis International Board Committee on Policies, Procedures and Structures
BCM -Kiwanis International Board Committee on Member Services and International Extension
BCS -Kiwanis International Board Committee on Sponsored Programs
EFB -Kiwanis International European Federation Board of Trustees
G -Kiwanis International Governors
GE -Kiwanis International Governors-Elect
IPG -Kiwanis International Immediate Past Governors
LG -Kiwanis International Lieutenant Governors
LGE -Kiwanis International Lieutenant Governors-Elect
DS -Kiwanis International District Secretaries
DAS -Kiwanis International District Administrative Secretaries
DT -Kiwanis International District Treasurers
DBE -Kiwanis International District Bulletin Editors
ICC -Kiwanis International Committee Chairmen
ICM -Kiwanis International Committee Members
FB -Kiwanis International Foundation Board
KIAR -Kiwanis International Accredited Representatives
APEB -Kiwanis International Asia-Pacific Executive Board
CP -Kiwanis International Club Presidents
CS -Kiwanis International Club Secretaries
M -Members of clubs of Kiwanis International
CKB -Circle K International Board
KCB -Key Club International Board
CKA -Kiwanis International Circle K District Administrators
KCA -Kiwanis International Key Club District Administrators
CKFA -Circle K International Faculty Advisors
KCFA -Key Club International Faculty Advisors
SKC -Sponsored Programs Sponsoring Kiwanis Clubs

Denotations

X- Receive a copy
R- Receive a copy upon request
S- Receive a summary
G- Recieve a summary on request
A- Receive sections which pertain to that group
$- Receive copy on request for a cost

KIWANIS INTERNATIONAL INFORMATION DISTRIBUTION LIST

ITEM	DISTRIBUTION																																							
	P	B	PP	PBM	SE	BCF	BCC	BCE	BCL	BCA	BCP	BCM	BCS	EFB	G	GE	IPG	LG	LGE	DS	DAS	DT	DBE	ICC	ICM	FB	KIAR	APEB	CP	CS	M	CKB	KCB	CKA	KCA	CKFA	KCFA	SKC
KI Board Books	X	X																																						
CKI Board Books	R																														X		S					
KCI Board Books	R																															X		S				
KI Board Meeting Minutes	X	X	R	R	R									S																									
CKI Board Meeting Minutes	R	R																													X		S					
KCI Board Meeting Minutes	R	R																														X		S				
KI Board Committee Reports	X	X	R	R	R	X	X	X	X	X	X	X	X																										
CKI Board Conn. Reports	R	R																													X							
KCI Board Conn. Reports	R	R																														X						
KI Unrestricted Fund Proposed Budget	S	S				X																																
KI Magazine Fund Proposed Budget	S	S				X																																
KI Convention Fund Proposed Budget	S	S				X																																
KI General Liability Fund Proposed Budget	S	S				X																																
CKI Proposed Budget	S	S				X																									X							
KCI Proposed Budget	S	S				X																										X						
KI Op. Budget All Funds	R	R				X																																

KIWANIS INTERNATIONAL INFORMATION DISTRIBUTION LIST

| ITEM | DISTRIBUTION | | |

KIWANIS INTERNATIONAL INFORMATION DISTRIBUTION LIST

ITEM	DISTRIBUTION																																							
	P	B	PP	PBM	SE	BCF	BCC	BCE	BCL	BCA	BCP	BCM	BCS	EFB	G	GE	IPC	LG	LGE	DS	DAS	DT	DBE	ICC	ICM	FB	KIAR	APEB	CP	CS	M	CKB	KCB	CKA	KCA	CKFA	KCFA	SKC
Gen. Liab. Ins. Policy	R	R	C	C	C					X					C	C	C	C	C	C	C	C	C	C	C	C	C	C		C	C	C	C	C	C	C			C
KI Directory	X	X	X	$	X									X	X	X	X	X	$	X	X	X	X	X	X	X	X	X	$	X	$	X	X	X	X			$
Certified Membership	X	X	X	R	R									X	X	X	X	R	R	X	X	R	R	X	R	X	R	R	R	R	R							
Board Counselor Reports	X																																						
Board Reference Guide	X	X	X		X									X																									
President's Annual Sched.	X	X	X		X									R	R					R																			
Int. Off. Status Report	X	X	X																																				
Amendments and Resolutions	X	X	X	R	X									X	X	X	X	X	R	X	R	X	R	X	X	R	R	R	R	X	R							
KI Operating Plan	S	S	A			A	A	A	A	A	A	A	A																										
CKI Operating Plan	S	S	A										X																			X							
KCI Operating Plan	S	S	A										X																				X						
KI Long Range Plan	S	S	A			A	A	A	A	A	A	A	A																										
CKI Long Range Plan	S	S	A										X																			X							
KCI Long Range Plan	S	S	A										X																				X						
Club Mailing Lables	R	R												$	$		$	$	$				$	$		$													

KEY TO KEY CLUB INTERNATIONAL DISTRIBUTION LIST

Distribution

KCB -Key Club International Board of Trustees
KCEC -Key Club International Board Executive Committee
KCG -Key Club International Governors
KCLG -Key Club International Lt. Governors
KCDS -Key Club International District Secretaries
KCDT -Key Club International District Treasurers
KCDBE -Key Club International District Bulletin Editors
KCCP -Key Club International Club Presidents
KCM -Key Club International Club Members

KEY TO CIRCLE K INTERNATIONAL DISTRIBUTION LIST

Distribution

CKB -Circle K International Board of Trustees
CKEC -Circle K International Board Executive Committee
CKG -Circle K International Governors
CKLG -Circle K International Lt. Governors
CKDS -Circle K International District Secretaries
CKDT -Circle K International District Treasurers
CKDBE -Circle K International District Bulletin Editors
CKCP -Circle K International Club Presidents
CKM -Circle K International Club Members

Denotations

X- Receive a copy
R- Receive a copy on request
S- Receive a summary
G- Receive a summary on request
A- Receive sections which pertain to that group
$- Receive a copy on request for a cost

KEY CLUB INTERNATIONAL
INFORMATION DISTRIBUTION
LIST

ITEM	DISTRIBUTION								
	KCB	KCEC	KCG	KCLG	KCDS	KCDT	KCDBE	KCCP	KCM
KCI Board Books	X		S						
KCI Board Meeting Minutes	X		S						
KCI Board Comm. Reports	X								
KCI Proposed Budget	X								
KCI Operating Budget	X								
KCI Monthly Budget Narratives	R	X							
KCI Monthly Budget/YTD Detail	R	X							
KCI Board Policy Manual	X		X	R	R	R	R	R	R
KCI Annual Report	X		R	R	R	R	R	R	R
KCI Constitution & Bylaws	X		X	R	R	R	R	R	R
KCI Operating Plan	X								
KCI Long Range Plan	X		G	G	G	G	G	G	G

CIRCLE K INTERNATIONAL
INFORMATION DISTRIBUTION
LIST

ITEM	DISTRIBUTION								
	CKB	CKEC	CKG	CKLG	CKDS	CKDT	CKDBE	CKCP	CKM
CKI Board Books	X		S						
CKI Board Meeting Minutes	X		R					S	
CKI Board Comm. Reports	X		R						
CKI Proposed Budget	X								
CKI Operating Budget	X								
CKI Monthly Budget Narratives	R	X							
CKI Monthly Budget/YTD Detail	R	X							
CKI Board Policy Manual	X		X	R	R	R	R	R	R
CKI Annual Report	X		R	R	R	R	R	R	R
CKI Constitution & Bylaws	X		X	X	X	X	X	X	R
CKI Operating Plan	X								
CKI Long Range Plan	X		G	G	G	G	G	G	G

DISTRICT SECRETARIES' CONFERENCE

March 17-19, 1989

The Annual District Secretaries' Conference was held in Indianapolis, Indiana on March 17-19, 1989.

The first session of the conference was called to order at 2:00 p.m. on Friday, March 17, 1989, by William A. Brown, Director of Club Services, after which the invocation was given by Gary Bionde (New Jersey). Chairman Charles H. Ford (Louisiana-Mississippi-West Tennessee) requested each of the attendees to introduce themselves. All North American districts were represented at the meeting with the exception of the Carolinas and the Pennsylvania Districts.

Chairman Charlie Ford then introduced International Secretary Kevin Krepinevich who officially welcomed the secretaries to the conference.

Bill Brown addressed the folder of materials provided to the secretaries and asked them to fill out and turn in as soon as possible the district questionnaire sheets so that a summary could be provided before the end of the meeting.

Chairman Charlie Ford then introduced Kelly Sears, the first of various staff members to report on progress in their respective areas and answer specific questions previously submitted by the district secretaries.

KELLY SEARS, DIRECTOR OF MEETINGS AND CONVENTIONS

The Orlando Host Committee has reserved the Delta Crowne Room in the Airport for VIP welcome and transportation arrangements.

Merlin Olson has a conflict and will not appear on the convention program. (He has been booked for Saint Louis.) Gave a rundown of speakers and entertainers on program.

In response to the secretaries' request, said that the convention district registration report could be summarized alphabetically by club within division.

Districts can work directly with the hotels regarding specific room assignments, blocking of rooms, etc. Registrations must come first to the International Office, however.

Promised to pursue the suggestion of having a ticket booth in the Exhibit Hall for Tuesday through Saturday pick-up of Disney/Sea World tickets and let the districts know.

Several secretaries expressed concern of non-confirmed reservations for hotel function rooms; said she would follow-up with the hotels in question.

Cautioned the secretaries that any governor's suite in district headquarters hotel that is held beyond 5 nights is at the district's expense.

Dispelled the Saint Louis Convention rumor, i.e., it is the Regional Conference for Governors, held in January, that was moved to Kansas City and is now moved to Detroit.

Announced that New Jersey has achieved 100% convention attendance quota.

CAROLYN SEYMOUR, ADMINISTRATOR OF CIRCLE K

Circle K dues will be $4 for new members, effective April 15 to September 30; and will be $8 commencing October 1, 1989.

Circle K Alumni Association needs District Board and International Board approval, and must have Circle K Board and District Board approval for any fund raiser or service activity.

Efforts are being made to promote alumni association only at the district level.

Have established an affiliate status club in Bogota, Colombia.

Average Circle K club is 23 members.

Carolyn leaves the International Office in June and announced that her successor has been chosen.

JIM SHEETS, ADMINISTRATOR, KIWANIS INTERNATIONAL FOUNDATION

Passed out material reporting on Scoreboard (said KIF income compares favorably to a year ago); Birthday Celebration Report (through March 15, which concludes May 31, 1989); George F. Hixson Fellowship (said contributions are down by $1,000); reviewed the Hixson Fellowship; Hurricane Disaster Fund; Tablet of Honor; Grants; and Foundation Honor Awards. He said that the Foundation anticipated $780,000 in gifts designated for 1988-89 grants, and that 5% of all income coming from a district goes back to the district foundation.

He informed the secretaries that the Foundation can process credit card donations.

He also informed the secretaries of Foundation Board action approving the O.E.P. Memorial Endowment Fund to support the recipient of the World Service Medal, and that the Board was working on establishing a program of pre-designated major grants, such as selecting to support one major project for 5 years. Further, that the Foundation Board is considering an endowment program, through an insurance program, as a joint venture with district foundations.

The Foundation is 50 years old in 1989. A letter is scheduled to go out in April to 90,000 Kiwanians asking for participation.

JOHN MERSKI, ASSISTANT SECRETARY FOR HUMAN RESOURCES

Reviewed the "General Liability Risk Management Packet" and introduced Denton Flahault, representative of Wells & Company, agent and broker for the Kiwanis General Liability program insured through CIGNA.

Denny advised the secretaries that Donchin-Hecht is responsible for following through on all claims that occurred prior to November 1, 1988.

He stated that the program now in force servicing Kiwanis Clubs in the U.S. and Canada is a commercial general liability program. CIGNA is involved from "the ground up," i.e., CIGNA is equally at risk with Kiwanis International. A slide presentation accompanied his explanation of the liability insurance program.

Denny and John responded to various questions posed by the secretaries; John promised to write a news release for use in district bulletins, and to look into the liquor policy - especially as this relates to Canadian districts.

All claims should be reported to Wells & Company, Inc., Indianapolis. This information and address is given in the material found in the "General Liability Risk Management Packet."

JERRY BEER, DIRECTOR OF OFFICE SERVICES

Invited the secretaries to call if they have problems with their mail.

Introduced Paul Tomshany, Special Committee Chairman, who addressed the subject of "paper flow." Paul passed out and discussed the results of the paper flow survey and the recommendations of the Special Paper Flow Committee. He requested input from the secretaries as to what they felt was relative and needed, and what was not needed.

JEFF DEWITT, DIRECTOR, FIELD OPERATIONS-NORTH AMERICA

Introduced the Fellowship and Service handbook for new members which replaces the International President's letter and the Warm Welcome brochure as the new member greeting. The handbook will be included in each New Club Organization Kit, as well as being made available to present members through the Supplies Department.

Two new video tapes are being developed for use in promoting membership growth which should be ready for release by June 1 at the Orlando Convention. One is a new presentation of Kiwanis International - what it is, etc.; the other is a teaching tool to help club members understand recruitment.

The secretaries recommended that translation of new materials be completed by the time the new items are released.

The Board Committee on Member Services is taking membership transfers under consideration, reviewing possible policies and problems. Board Committee is also looking into making $25 the minimum full requirement for the Membership Application Fee.

Jeff reviewed the money-up-front procedure for processing new clubs. The Key number is not assigned until all paperwork is received; districts are not notified until the Key Number is assigned. Secretaries concur that the paperwork time frame is too stretched out; districts have no one in the new club to contact in the interim and could be of assistance in procuring some of the outstanding "paperwork."

The secretaries criticized the KIAR program in that KIAR's do not explain properly the pro-rata dues billing schedule and, therefore, billing comes as a surprise; KIAR's are not properly trained; Kiwanis International should have minimum standards of training for KIAR's; KIAR should be removed if he does not attend training; KIAR does not receive enough district financial support to attend training.

Jeff said three uninterrupted hours of training time is needed.

Jeff explained the procedure for counting membership.

APS membership report is issued weekly; secretaries agree that it should be issued once a month.

Still looking into extension into Communist nations; the International Board wants to concentrate on existing extension areas. Extension has to have Board approval.

Gave overview of 1987-88 membership and club growth; compared status of 1988-89 growth to same period last year.

Session I of the Conference concluded with pertinent announcements by Bill Brown and adjourned at 5:30 p.m. to accommodate dinner.

Session II of the Conference was called to order by Bill Brown at 8:30 a.m. on Saturday, March 18, and continued with staff presentations.

JOHN JOHNSON, DIRECTOR OF EDUCATION

Lieutenant Governor and Club President Guidebooks will be sent to district offices. District offices are requested to distribute the guidebooks to lieutenant governors as soon as the lieutenant governors become confirmed. The calendar in the guidebooks begins with May.

If a lieutenant governor is confirmed late (July), he will need a letter of instructions to complete March, April and May months of calendar before coming to the trainer for lieutenant governors. Procedure for training lieutenant governors was passed out to the secretaries.

Club Officers' Packet is scheduled to ship to clubs May 15.

An extra 4-5 Club Officers' Packets will be supplied to each district office.

Asked that the disrict bulletin, etc., be used to publicize the packet being sent to the club secretary and that it is to be delivered to the incoming president within 10 days.

The Club Officers' Packet includes a new Club Secretary Guidebook for clubs with separate offices of Secretary and Treasurer.

District Secretaries were invited to attend one of the leadership trainers held in their district.

Looking at producing a model training program for lieutenant governors, since some have very poor role models.

Provided the district secretaries with a form on which to submit as soon as possible the names and addresses of all governor-elect candidates. They will be sent a personal invitation from Wil Blechman to meet during the Orlando Convention.

Addressed the subject of the Leadership Training Program (now have 211 trainers in 34 districts) and shared copies of the Illinois-Eastern Iowa and Pennsylvania Districts' mailing to area coordinators.

NORIS LUSCHE, PRESIDENT-ELECT

Promoted pins, charms and patches for Rose Parade.

DON POTTENGER, DIRECTOR OF MANAGEMENT INFORMATION SERVICES

Addressed the Annual Report of Club Election. Passed out a copy of the form being mailed to clubs. (Form needs gender correction.) The report is due to International by June 1. There will be a follow-up on June 15 with delinquent clubs. Each district will be provided with a delinquent list.

Addressed the Official Monthly Report used for the S/A billing. On May 15, a delinquent list will be sent to the district for their help in collecting unpaid dues. Also will ask districts to verify information received (due back to Kiwanis International by May 30).

Membership Record Forms were mailed to clubs in February with a cover note. It was the consensus of the secretaries that the follow-up on members moving from one district to another be handled solely between district offices and that this effort not be duplicated by the International Office.

It was brought to Don's attention that some clubs have complained of receiving their membership deck with some long-time members missing. Don attributed this to the club secretary not understanding how to report members in the Life Member, Senior Member and Honorary Member classifications on their roster when making payment of semi-annual dues.

The revised Accounts Receivable Report eliminates three other reports. The secretaries asked that this be a semi-monthly report in addition to or in lieu of the paid report.

A couple of district secretaries expressed concern over the length of time it takes Kiwanis International to officially place on non-meeting status those clubs reported as non-meeting by the districts.

BOB SCROGGIN, DIRECTOR OF FINANCE

Reviewed the program for zeroing out of club balances. Clubs with balances of $2 to $15 are being issued a coupon for their credit balance which is redeemable on the next supplies order. Coupon expires February, 1990. Clubs with balances of $50 or more will be issued credit checks. Consideration is being given as to how to address those clubs with balances between $15 and $50.

Bob explained some of the flexibility of the new 1988-89 second-half accounting system. Said new instructions were sent with the semi-annual dues billing reflecting a reduced per-member payment for insurance coverage from $2.40 to $2.10. He said there is a possibility this reduced payment may be offered again with the next S/A billing.

Said that in October, clubs will be able to submit Circle K and Builders Club Sponsorship Fees when paying their semi-annual dues.

District secretaries asked that the S/A billing be sent out earlier since, as presently sent out, it does not allow the clubs enough lead time before due date.

Bill Brown promised to check into what controls can be put on unauthorized charges to district offices. A form was supplied on which the district secretaries were asked to indicate who in the district was authorized to place charge orders so that Supplies Department could use this information as a control.

DON COLLINS, ASSISTANT SECRETARY FOR FINANCE AND MANAGEMENT INFORMATION SERVICES

Reported that Kiwanis International has a good data base on members re date joined, age, occupation, etc., and that request for this information will be removed from next roster.

Informed secretaries of new office opening in Europe to be managed by Rene Chapuis and that basic functions (membership statistics, etc.) will be transferred to U.S.

Responded to questions previously posed by secretaries:

- Optional Reader: Received two weeks ago; scans forms (such as Annual Club Report) filled out with #2 pencil. Also can be used for reading surveys or as a device for districts.

- Status of data link with International Office: Technician scheduled to install on March 20 and it should be operable in 4 to 6 weeks.

- Software available: In response to club's inquiry, a standard letter is sent giving two companies where information can be obtained.

  George Langguth requested that Magazine advertising of software line for $49 be discontinued because it turns out to be "junk." Don said MIS was unaware of ad.

- Dues billing for districts separate from Kiwanis International billing: Promised to look into it.

- Membership card holder: Promised to try to find a holder for club deck.

- Long time to post payments: Working on enhancements toward speedier, more efficient processing (split-billing alternative being considered).

- Break-even point for number of members in club: Kiwanis International has not done analysis; probable guess would be 15.

Secretaries asked that district office FAX numbers be published in International Directory. Information form will include space for District FAX number if district chooses to provide it.

KEVIN KREPINEVICH, INTERNATIONAL SECRETARY

Reviewed Funds of Kiwanis International - also listed in 1988 Kiwanis International Annual Report - and explained Fund Reserves. International Board has directed Kiwanis International to maintain a reserve balance of 50% of the unrestricted fund annual budgeted expenses and to achieve this balance as soon as possible. 50% reserve was also recommended as reasonable for districts.

Gave explanation of proposed $5 dues increase amendment and plans for promotion.

Explained "Kiwanis International Long Range Plan Objectives" (copy given to secretaries). May issue of Magazine will list long-range plans. April billing includes a solicitation from clubs for their input to long-range plans. Mentioned plans for producing a library of clubs projects, etc.

January meeting of the Board directed staff to develop a Travel Management Program.

Brought secretaries up to date on 319.4 - Action to be taken by International Board of Trustees re club "not in good standing." On February 1, letters were sent putting not-in-good-standing clubs on suspended status.

Reports of Break-out Session Groups

- Role of District Chairman: Agree there are too many, maximum of 20 was suggested; some should be combined, some eliminated. (Recommend elimination of Support of Sponsored Youth as a Standing Committee.) Appointment should be based on qualifications; should have a clear-cut job description; should be assigned specific goals; should be trained; should be supplied with materials and supported with funds to function.

- What can be done to enhance position of Lieutenant Governor? More education at club level to show respect for office of lieutenant governor and use of proper protocol when lieutenant governor visits. Put lieutenant governor in limelight whenever possible - special seating at district functions; spotlight at District Convention; photos and articles in district bulletin. Improve quality of training of lieutenant governors; share board material with them early to prepare them for office. Give more financial support to reduce out-of-pocket expenses. Asking too much of them - reduce paperwork, remove pressure to build clubs, etc. Use district team of experts to assist lieutenant governor in training of club officers; standardized lieutenant governor training of club officers is needed. Use Past District Officers or Past Lieutenant Governors Association to seek out and recruit qualified people for position; use mid-year or district convention workshops to inform and educate prospective lieutenant governors.

- Review of computer reports received by district: **Need:** Deceased; President/Secretary changes, Paid/Unpaid (bi-weekly) including date dues were paid; Monthly Membership Activity Report is important to some districts (those needing it should ask for it); monthly report of own district's donations to Foundation. **Do not need:** Club status report (over 120 days); Kiwanis International Foundation Reports (other than own district's donations to Foundation); weekly Key Club Dues Derby Report (monthly is sufficient).

  Secretaries have repeatedly requested that weekly Key Club Dues Derby Report be discontinued.

Committee of District Secretaries Assignment Reports

DANIEL P. BORBA (California-Nevada-Hawaii)

Two years ago, the secretaries concurred that the lieutenant governors were required to file too many reports, resulting in a constant "paper chase" on the part of the district offices in following up on missing reports. They agreed that combining some of the required reports would relieve both the lieutenant governors and the district offices.

Dan referred the group to the drafts of lieutenant governor report forms, incorporating various recommendations of the secretaries, which had been presented t the Board Committee on Member Services at its January 1989 meeting. It was the decision of the Board Committee to defer making recommendation with regard to the proposed lieutenant governor report forms until the May 1989 Meeting of the Board. It was the suggestion of the Board Committee, however, that a lieutenant governor be required to file a "year-end report."

It is the consensus of the group that it would be virtually impossible to obtain a report from the lieutenant governor after the close of his administrative year, and they wish to go on record as opposing the Lieutenant Governor Year-end Report.

The secretaries reemphasize use of the proposed combined lieutenant governor reports, as previously submitted for consideration and review of the Board Committee on Member Services. If the proposed combined lieutenant governor reports are approved by the Board of Trustees, they could be implemented for use in the 1990-91 Administrative Year.

Recommendation #1:

> The District Secretaries recommend that the proposed revised lieutenant governor reports be approved for use, commencing with the 1990-91 Administrative Year, to reduce the number of reports to be filed by the lieutenant governor.

The secretaries discussed the time frame and agree that in order to expidite implementation of the forms involved, corrections and minor changes to club, division and district reports should be handled as an administrative matter.

DALE HUDSON (Southwest)

Reported that the Treasurer's Handbook has gone to the typesetter. Recommended to secretaries that they continue to support the opinion that the Treasurer's Handbook be kept separate and independent from the Secretary's Handbook.

ROY FRANK (Pacific Northwest)

Had evaluation made of ATC software; it is not recommended for club use.

E-Z has not been checked out (offered to have his peers do so).

Felt that the International Staff could develop a software program for clubs easier than going to outside sources. Secretaries concur that this is one area where service should be provided.

Secretaries ask the Board to consider directing the International staff to develop a software program for clubs.

Secretaries ask that Magazine department consider discontinuing the software ad that is running in the Magazine.

Marietta, Georgia program seems to be a portion of what clubs are after. Don Collins suggested that his peers take a look at both programs and make a recommendation.

Roy Frank said he could purchase the E-Z program and have his company person run and analyze it; he could then submit a recommendation.

The subject was tabled until the secretaries' meeting at the time of convention.

PHEEZE KEMPER, (Missouri-Arkansas)

Felt that most district convention programs reflect an adequate amount of Kiwanis education, training, and fun and fellowship.

Rather than trying to develop a Model District Convention to suit all districts, he has turned his attention to working up guidelines for districts to follow. These guidelines should be ready for discussion at Council time.

J. DOUGLAS ALEXANDER (Michigan)

Submitted "Duties and Responsibilities of the District Secretary," "Official District Functions," and "Suggested District Policy for Employment Fulltime Secretary/Treasurer." He requested additional input from more districts regarding work agreements so that he could draft some sample contracts by the time of the meeting in Orlando.

Bill Brown passed out the summary sheets compiled from the District Questionnaire and said that the Club Services Department would request an update from the secretaries in September.

Session II of the Conference adjourned at 5:00 p.m.

NORIS LUSCHE, PRESIDENT-ELECT

President-elect Noris Lusche spoke to the secretaries on Saturday evening. He outlined his goals and objectives for the 1989-90 Administrative Year and shared with them his Major Emphasis Program, "Encourage Excellence," under the Theme: CHILDREN - A KIWANIS CONCERN.

The secretaries appreciated the contribution Noris made to their conference and gave him a standing ovation.

WRAP-UP

On Sunday morning there was a wrap-up session based on questions previously submitted by the secretaries with reference to club and district operations. The secretaries participated in responding to the questions and shared problem solving ideas.

The chairman expressed appreciation to the secretaries for their dedication and input. He adjourned the meeting at 10:30 A.M. on Sunday, March 19.

EXHIBIT D

PAPER FLOW COMMITTEE

The Paper Flow Committee was appointed by the International President in October, 1988.

Committee Members:	Paul Tomshany - Chairman Ellis Stroup Jerry Beer - Staff Facilitator
Staff Employee Committee:	Peggy Colvin Myra Kinnaman Ann Binion Pat Greer Debbie Updegraff Diana Rader
Meetings to Date:	December 7, 1988 January 4, 1989 January 11-12, 1989 February 15, 1989 March 16, 1989

At the initial meeting December 7, 1988 most of the day was spent discussing an Agenda, discussing some areas of concern with department heads and a very enlightening meeting with the staff Employee Committee. The agenda developed was:

- Discuss Gene's Letter
- Define Mission/Objectives
- Structure
- Survey Status
- Brainstorm
- Identify Plan
- Solutions/Recommendations
- Report to Board/International Secretary

The initial project implemented was to survey one person from each of the following categories to evaluate whether they were getting too much information, whether from Kiwanis International or District, and the value of material being received on a scale of 1 to 5 with a 5 being "very beneficial."

Club President	District Secretary
Club Secretary	International Chairman
Lt. Governor	Past Int'l President
Governor	Int'l Board Member
	Kiwanis Int'l Foundation

Even with the scope of survey somewhat limited it provided valuable information and overall conclusion that the majority of materials received is beneficial and clubs are not overwhelmed with mail from Kiwanis International and Districts. Some mentioned frequency of certain materials which will be reviewed with staff.

The following are topics that have been discussed as needing evaluation by staff with the intent being that staff provide the committee their response as to action taken or required.

The length of the Instructions for processing of Semi-Annual Billing by the club secretary was discussed with M.I.S. The general complaint was that the instructions were to lengthy and repetitious.

RECOMMENDATION: That M.I.S. review the instructions prior to mailing of the Semi-Annuals in March with the goal being to reduce the number of pages and highlight or box items of importance. The committee is happy to report that M.I.S. did an excellent job in reducing to a 11 X 17 folded sheet which was very attractive and easy to follow.

In April 1988, the District Secretaries recommended that the Financial Summary of Monies owed International be redesigned to show dues, magazine subscriptions, insurance, supplies and other with a total owed by club regardless of age band and be provided on semi-monthly basis.

RECOMMENDATION: That M.I.S. review the recommendation from the District Secretaries and provide committee with anticipated completion. The committee was informed that this report was changed and being provided to the Secretaries as of March 1, 1989.

The Official Monthly Report copy for Kiwanis International was discussed since this report is really not serving any particular purpose and just being boxed should anyone have a need to review. Too, it requires the mailroom to open these envelopes each month and delays processing the more important mail. If not needed, it would reduce the club postage for mailing each month.

RECOMMENDATION: The committee recommends that Club Services review the need for the copy to come to Kiwanis International. If it needs revision to better serve our needs, or form could be developed to be scanned, then proceed with changes. If not, recommend this copy of report be discontinued and change be made to the Bylaws.

The Club President's Manual should be expanded to include the Growth and Awards Program and yearly Public Relations. In discussion with John Johnson it was felt that if material and program is not included in the manual, the president often establishes his year and then later receives above programs and is difficult to change his calendar and/or committees.

RECOMMENDATION: The committee agrees and encourages Member Services and Public Relations to coordinate with John Johnson to get these programs included in the yearly President's manual sent to all clubs in May. At this writing we are happy to report that the Growth and Awards Program is being included in the manual to be mailed in May.

As a result of discussion with various department heads and the International Secretary, it was concluded by the committee that Administrative Manuals for each department be developed. The reasoning for this is the continuous employment of new employees and the transfer of employees to other positions and not having a manual to refer to, many things could be omitted from being done.

RECOMMENDATION: That the International Secretary discuss with the Assistant Secretaries and 1) determine the need for these manuals and 2) if necessary, proceed with the development of these manuals. It will provide the continuity of department whenever changes are made.

Discussed New Club Building with Jeff De Witt and he felt that the entire New Club Building procedure be reviewed as to the "Trail," Files and Distribution with the ultimate hope that the procedure could be computerized. This would be much faster and possibly eliminate some procedures.

RECOMMENDATION: That Member Services formulate a procedure to better process New Club Building and discuss further the availability of maintaining information on a computer.

In our discussions with Don Pottenger and Don Collins there was general agreement that "Forms" be reviewed and controlled more closely, especially computer forms. It was also mentioned that with more emphasis being placed on "Internationalization" departments must realize that "lead time" is much longer for developing International form. In addition, we were told that Kiwanis International was expanding into "Desktop" programs.

RECOMMENDATION: That all forms be reviewed for update as well as duplication and emphasis be placed on training sufficient personnel so new desktop publishing equipment can be used to its maximum.

Computer Reports continue to be discussed and the majority relate to reports going to the Districts Secretaries. It is generally felt that some reports could be discontinued and others combined.

RECOMMENDATION: M.I.S. review all computer generated reports and determine the necessity of combining or discontinuing.

A general discussion ensued utilizing a card for all computer changes made by the Data Entry personnel. At present we use a card for member adds and deletes. In addition the thought was made to add all member address changes to this card or possibly another card. The feeling is that this might control and eliminate errors with the address changes. Presently changes are received via individuals, clubs and by any means of submission. Too, there could be duplicate receipts of changes and much postage due cost.

RECOMMENDATION: Suggest M.I.S. review the procedure to determine whether there is a better way to process address changes and the possibility of clubs making all changes. This could improve the quality of labels and the Semi-Annuals, plus make entering much easier for entry personnel.

There seems to be a concern for open-accessibility to computer labels and may be some of the reason for Board members, Past Presidents, District Governors and Secretaries getting mail more often than just their weekly mailing. The committee thought possibly someone should approve all requests, particularly labels for above categories.

RECOMMENDATION: The International Secretary discuss this concern and determine whether there is the need for controlling all requests for labels.

Discussed the feasibility of combining Literature Request and shipping in one package rather than each department sending their materials separately. Currently there is no means of multiple requests being consolidated and charges being allocated proportionately. By doing this, there should be postage savings.

RECOMMENDATION: Office Services survey the situation and determine whether there is a way to consolidate orders. At this writing there already is some discussion of putting Literature material inventory on computer and this then allowing for consolidation of orders and allocating cost.

Review of the general mailings was another topic of discussion as it was agreed more control was needed to possibly reduce the content of the mailings. Someone discussed typing content of mailing on the envelope. Another was to prepare a content sheet, yet this becomes another sheet of paper.

RECOMMENDATION: The International Secretary review and determine distribution and content of mailings and make changes as deemed appropriate.

In talking with the International Secretary, he expressed an interest in reducing the scope of mailings to the Board, Past Presidents, District Governors and Secretaries, by publishing a weekly Newsletter, and by doing this establish controls and deadlines for submitting data. Also, if agreeable to everyone, change the mailing to all groups to each Friday.

RECOMMENDATION: Concur in his doing this and encourage him to begin when time permits as this should reduce the amount of printing and reduce the weight of mailings.

During the District Secretaries meeting in March, it was generally agreed that they are not interested in receiving much data relative to Key Club. They suggested that correspondence be directed to the District Key Club Administrator. Some of the items discussed were "Derby Report", letters of revocations, suspensions, etc.

RECOMMENDATION: That distribution list to District Secretaries be reviewed and they be excluded from much of the material currently being mailed.

LONG RANGE REVIEW

The following items were discussed very briefly and were suggested as Long Range possibilities:

Duplicate Mailings to Club President and Secretary: There still remains the questions of whether it is necessary to mail each individual or could mailing be sent to either individual and this individual make distribution at a club or Board meeting.

Scanner/Mark Sensor for Member Cards: Could cards be developed to be scanned and preclude errors and certainly expedite processing of all cards.

Cycle Club Billing of Semi-Annual Billings: Even though this has been discussed in the past, it certainly should be pursued to determine if it is feasible or continue as is currently being done.

These recommendations are quite numerous and will require considerable time by staff and in some cases will ultimately require Board Committee and Board recommendations. As these topics begin to finalize, you will be updated as recommendations being proposed.

EXHIBIT #22

REPORT OF THE BOARD COMMITTEE ON POLICIES, PROCEDURES AND STRUCTURES

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 3-7, 1989

Date of the Committee Meeting: May 4-5, 1989

Place of the Committee Meeting: Kiwanis International Office
Indianapolis, Indiana

Present: Members - Anton J. "Tony" Kaiser; Don Miles, J.D.; Robert E. Wales
Chairman - W. Donald Goodfellow, Q.C.
Staff - William A. Brown, A. G. Terry Shaffer
Guests - Kevin W. Krepinevich, Noris A. Lusche,
Robert L. McCurley, Jr., and Kenneth W. Smith, D.C.

Insertion of Board Approved Policies and Procedures

The following new or revised policies and procedures adopted by the Board at its January Meeting are approved and will be inserted in Policies and Procedures:

Procedure 193 - Non-Conflict Agreement with Professional Services Providers (new procedure - see January 1989 report of Committee on Administration. Attached as Exhibit A is the new procedure.)

Procedure 304.9 - Limitation of Number of Sponsors of a New Club (amended procedure - see January 1989 report of Committee on Member Services and International Extension. Title of procedure changed to Sponsoring Clubs, with appropriate renumbering/relettering to reflect amendment to procedure. Attached as Exhibit B is the Procedure as now amended.)

Procedure 318.3 - Jurisdiction (amended procedure - see January 1989 report of Committee on Sponsored Programs. Attached as Exhibit C is the Procedure as now amended.)

Procedure 886.1 - Purposes (amended procedure - see January 1989 report of Committee on Sponsored Programs. Procedure amended to allow up to 25% of current fund balances of a sponsored youth organization being budgeted as expense for next administrative year. Attached as Exhibit D is the Procedure as now amended.)

Procedure 882.5 - Balanced Budget (amended procedure - see January 1989 report of Committee on Sponsored Programs. Procedure amended to provide that if a proposed budget is not balanced, then a report explaining why budget is not balanced must be approved by the board of the sponsored youth organization and which report must be submitted to the Board of Trustees of Kiwanis International with the

proposed budget. Attached as Exhibit E is the Procedure as now amended.)

Procedure 882.6 - Expenses in Excess of Revenue (deleted procedure - see January 1989 report of Committee on Sponsored Programs. Procedure deleted because items in the Procedure have been incorporated into Procedures 886.1 and 882.5.)

Further Proposed Amendments to Bylaws from the Report of the Constitution and Bylaws Committee

Subsequent to its report to the Board of Trustees in January, 1989, the International Committee on Constitution and Bylaws has made recommendations for three additional non-substantive changes to the Bylaws. That report is presented as Exhibit F.

The Committee concurs with recommendation #1 of the Constitution and Bylaws Committee that Article V, Section 8, and Article VI, Section 8 of the Bylaws, involving the report of a district or federation convention, respectively, should be amended in order to simplify language.

Recommendation #1:

The Committee recommends Article V, Section 8, and Article VI, Section 8 of the proposed Bylaws, involving the report of a district or federation convention, be presented to the House of Delegates in Orlando as part of the housekeeping amendment as follows:

Article V, Section ~~11~~8. Within thirty (30) days after the close of ~~any~~ a convention, ~~of any~~ a meeting of the board of trustees, ~~and of any~~ or a conference of the officers of a district, the district secretary ~~thereof~~ shall send to the Secretary of Kiwanis International ~~make~~ a written report of the proceedings ~~in writing,~~ approved by the district governor~~,~~. ~~and shall send the same to the Secretary of Kiwanis International.~~ This report ~~need not be a verbatim transcript of the entire proceedings, but~~ shall summarize the proceedings, provide a synopsis of all actions taken, and include copies of all adopted district bylaw amendments, resolutions and recommendations. ~~adopted, and a complete synopsis of all actions taken.~~

Article VI, Section 8. Within thirty (30) days after the close of ~~any~~ a convention, ~~of any~~ a meeting of the board of trustees, ~~and of any~~ or a conference of the officers of a federation, the federation secretary ~~thereof~~ shall send to the Secretary of Kiwanis International ~~make~~ a written report ~~in writing~~ of the proceedings, approved by the Federation President~~,~~. ~~and shall send the same to the Secretary of Kiwanis International.~~ This report ~~need not be a verbatim transcript of the entire proceedings, but~~ shall summarize the proceedings, provide a synopsis of all

actions taken, and include copies of all adopted ~~resolutions,~~ federation bylaw amendments, resolutions and recommendations. ~~adopted, and a complete synopsis of all actions taken.~~

I move that Recommendation #1 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

In discussing recommendation #2 of the Constitution and Bylaws Committee, which is proposed to bring the duties of the International Secretary and International Treasurer into accord with current practices, the Committee believes that this recommendation might possibly be interpreted as substantive. The Committee concluded that the proposed changes to Article VII, Section 6 and Section 7 require additional study and therefore refers the recommendation to the 1989-90 Board Committee on Policies, Procedures and Structures.

The Committee reviewed recommendation #3 of the Constitution and Bylaws Committee, with reference to filling a vacancy in the office of District Governor and selecting an Acting Governor when the District Governor is temporarily incapacitated, and believes these proposed changes to Article XIII, Section 9 and Section 11 of the Bylaws could also be interpreted as substantive. The Committee refers this proposed amendment to the 1989-90 Board Committee on Policies, Procedures and Structures.

The Committee agrees with recommendation #4 of the Committee on Constitution and Bylaws. The proposed amendments to the Constitution creating a new Section 11 of Article VIII, which provides that a Trustee with a remaining term in office of one year or more seeking an office above the level of Trustee creates a vacancy in the office of Trustee whether or not such person is elected to the higher office, should also contain a Part 2. Part 2 would amend the first sentence of Article XII, Section 10 of the International Bylaws.

Recommendation #2:

The Committee recommends acceptance of the change proposed by the Constitution and Bylaws Committee to Article XII, Section 10 of the Bylaws which provides that a Trustee with a remaining term in office of one year or more seeking an office above the level of Trustee creates a vacancy in the office of Trustee whether or not such person is elected to the higher office. The wording of this amendment to the Bylaws to be presented to the House of Delegates in Orlando be as follows:

> "Section 10. In the event that a vacancy occurs in the Board of Trustees by reason ~~of the election~~ of a Trustee seeking election to some other office, such vacancy or vacancies shall be filled as follows:"

I move that Recommendation #2 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

In the opinion of the Committee, both the proposed Constitutional and Bylaw changes should be presented as one amendment, but in the event that it is unclear whether the Constitutional amendment has secured the necessary 2/3 vote, separate written ballots be taken first on the Constitutional amendment, and then on the Bylaw amendment. This would eliminate the possibility of the Bylaw amendment being passed by a simple majority while the Constitutional amendment fails.

Recommendation #3:

The Committee recommends that in the event that it is unclear as to whether the proposed Constitutional amendment adding a new Section 11 to Article VIII passes by the necessary 2/3 vote, separate written ballots be taken first on the Constitutional amendment, and then on the Bylaw amendment.

I move that Recommendation #3 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

The Committee studied recommendation #5 of the Constitution and Bylaws Committee that Article VI, Section 1 and Article VII, Section 1 of the Constitution be amended. Article VI, Section 1 deals with the power of the International Board of Trustees to change the boundaries of districts in such manner as it may deem best and providing for a hearing prior to any proposed change being effective. Article VII, Section 1 deals with a similar issue, that of hearings with regard to federations. The Committee agrees that provisions should be made for a hearing prior to creating, or changing, boundaries of a federation. The Committee believes that an interpretation to the last sentence of Article VII, Section 1, rather than an amendment, will suffice.

Recommendation #4:

The Committee recommends that the last sentence of Article VII, Section 1 of the Constitution, which reads: "Prior to any proposed change becoming effective, sixty (60) days' notice of a hearing before the International Board of Trustees shall be given to all affected clubs, districts, and federations in the geographical area affected," shall be interpreted:

"A hearing by the International Board of Trustees shall be held prior to the creation or change in boundaries of a federation."

I move that Recommendation #4 be adopted.

(Adopted)

Finance: None
Policy/Procedure: Interpretation - Requires Publication in KIWANIS Magazine

The Committee expresses its sincere gratitude to the Constitution and Bylaws Committee for its continuing contributions and counsel.

It was noted that the new European Federation Bylaws cannot be acted upon at this time pending further study by the Ad Hoc Committee.

Proposed Constitution and Bylaw Amendments for Orlando, Florida

Fourteen proposed amendments to the Constitution and Bylaws of Kiwanis International were received from the Board of Trustees, districts, and clubs. The Committee reviewed the amendments, found them in order, and presents them to the Board for its review. They are attached as Exhibit G.

Proposed Amendment No. 1 submitted by the Board of Trustees of Kiwanis International. The purpose is to revise and bring current the Bylaws in the first comprehensive revision and to eliminate inconsistencies and conflicts within the Bylaws.

Proposed Amendment No. 2 submitted by the Board of Trustees of Kiwanis International. The purpose is to increase the per capita International dues.

Proposed Amendment No. 3 submitted by the Board of Trustees of Kiwanis International. The purpose is to provide that the two candidates for Vice President receiving the greatest number of votes would be elected on the first vote.

Proposed Amendment No. 4 submitted by the Board of Trustees of Kiwanis International. The purpose is to provide that when an incumbent Trustee elects to run for higher office (with a partial term remaining as Trustee), the remaining term as Trustee is forfeited.

Proposed Amendment No. 5 submitted by the Board of Trustees of Kiwanis International. The purpose is to provide that International officers may be elected by the International Council if an annual convention is not held.

Proposed Amendment No. 6 submitted by the Board of Trustees of the California-Nevada-Hawaii District of Kiwanis International. The purpose is to provide for a three-year term of office for International Trustees.

Proposed Amendment No. 7 submitted by the Iceland District of Kiwanis International. The purpose is to provide that the house of delegates in each district will determine its district dues.

Proposed Amendment No. 8 submitted by the Kiwanis Club of Lancaster, Pennsylvania. The purpose is to require that Bylaw amendments passed by the International Council be presented for ratification at the next succeeding International convention.

Proposed Amendment No. 9 submitted by the Kiwanis Club of Lancaster, Pennsylvania. The purpose is to require the approval of the affected clubs prior to formation of a federation.

Proposed Amendment No. 10 submitted by the Kiwanis Club of Lancaster, Pennsylvania. The purpose is to require publication of a financial summary of Kiwanis International in the KIWANIS Magazine prior to each International convention.

Proposed Amendment No. 11 submitted by the Kiwanis Club of Lancaster, Pennsylvania. The purpose is to eliminate the last remaining membership classifications from the Kiwanis International Constitution.

Proposed Amendment No. 12 submitted by the Kiwanis Club of Inland Center, San Bernardino, California. The purpose is to provide that the minimum number of members for a prospective club shall be determined on the basis of the size and conditions of the community.

Proposed Amendment No. 13 submitted by the Philippine South District of Kiwanis International. The purpose is to fix the rate of exchange at which non-U.S. clubs pay their annual membership dues.

Proposed Amendment No. 14 submitted by the Philippine South District of Kiwanis International. The purpose is to provide that International dues would be determined based on club size and the economic conditions of the area.

Recommendation #5:

The Committee recommends that the order in which the Amendments will appear in Orlando, Florida, be the same as they are presented here.

I move that Recommendation #5 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

The Board of Trustees has previously approved Amendments 1, 2, 3, 4, and 5 to be presented to the House of Delegates in Orlando, and these will be shown as being sponsored by the Board of Trustees of Kiwanis International.

Recommendation #6:

The Committee recommends that the Board endorse Amendment #6.

I move that Recommendation #6 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

Recommendation #7:

The Committee recommends that the Board endorse Amendment #7.

I move that Recommendation #7 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

Recommendation #8:

The Committee recommends that the Board oppose Amendment #8.

I move that Recommendation #8 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

Recommendation #9:

The Committee recommends that the Board oppose Amendment #9.

I move that Recommendation #9 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

Recommendation #10:

The Committee recommends that the Board not oppose Amendment #10.

I move that Recommendation #10 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

Recommendation #11:

The Committee recommends that the Board not endorse Amendment #11.

I move that Recommendation #11 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

Recommendation #12:

The Committee recommends that the Board oppose Amendment #12.

I move that Recommendation #12 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

Recommendation #13:

The Committee recommends that the Board oppose Amendment #13.

I move that Recommendation #13 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

Recommendation #14:

The Committee recommends that the Board oppose Amendment #14.

I move that Recommendation #14 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

Kiwanis Club of Napa, California re: Request for Exemption from Policy 192 (c)(9)

Several communications from the Kiwanis Club of Napa, California were reviewed in which the club takes exception to, and requests exemption from, Policy 192(c)(9) which states that the Kiwanis name, emblem, or insignia shall not be used on an article or object which may contain or be used with alcoholic bevera-

ges. The club currently produces wine, utilizing a label containing the name and logo of Kiwanis. Following discussion, the Committee reaffirmed Policy 192(c)(9) and requested staff to notify the club that it is in violation of said policy.

Guaranteed Representation - Region II

In anticipation of a vacancy in the Region II guaranteed seat on the Board of Trustees, representatives from the Eastern Canada and the Caribbean and Western Canada Districts met April 8-9, 1989 in Chicago to formulate a procedure for the selection of the individual to fill the guaranteed seat. The Committee reviewed the proposed procedure, attached as Exhibit H.

The Committee was advised by Chairman Goodfellow that the Eastern Canada and the Caribbean District appointed Past Vice President Raymond B. Allen and Trustee Kenneth W. Smith, D.C., and the Western Canada District appointed Past President E. B. "Mac" McKitrick and Trustee W. Donald Goodfellow, Q. C., to the Committee and empowered them to speak and act on behalf of their respective districts, with authority to bind those districts to the agreements reached by the Committee. Trustee Kenneth W. Smith, D.C., concurred in this statement. The Committee requested staff to obtain copies for the records of the documents empowering these representatives to act on behalf of their districts.

Following discussion, the Committee recommends adoption of the Region II Representation plan.

Recommendation #15:

> The Committee recommends that the Region II Representation plan formulated at a special committee meeting between representatives of the Eastern Canada and the Caribbean and Western Canada districts and as attached as Exhibit H be approved.
>
> I move that Recommendation #15 be adopted.
>
> (Adopted)

Finance: None
Procedure: In Compliance

Trustee Kenneth W. Smith, D.C., noted that notwithstanding Eastern Canada and the Caribbean's approval of the present provisions in the agreement, that district may take steps in the future to request the House of Delegates to amend the Constitution to provide that Region II shall not be required to observe the current dark year provision of the Constitution when selecting the representative from Region II.

Fluency in English

The Committee reviewed a letter from Past President Ray Lansford, Chairman of the Committee of Past Presidents, in which the Past Presidents expressed concern

over a possible change in the current Policy which identifies English as the official language of Kiwanis International.

At the January, 1989 Board Meeting, two recommendations regarding fluency in English were presented to the Board of Trustees by the Committee on Policies, Procedures and Structures. These recommendations were tabled by the Board of Trustees, and the Committee wishes the Board to reconsider these two recommendations at this time.

Recommendation #16:

The Committee recommends that the two recommendations from the January, 1989 Board Meeting on the subject of fluency in English be removed from the table and be considered by the Board of Trustees at this time.

I move that Recommendation #16 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

The two recommendations, with appropriate preambles, are listed below.

The Committee agrees that meetings of the Board Committees and Board of Trustees should be conducted in English but at the Board Committee and Board of Trustees meetings simultaneous translations should be provided into other languages as required. In this regard, the Committee wishes to recommend the following:

Recommendation #17:

The Committee recommends that the current Policy B(6) be retained but that the first two sentences be numbered as sub-section (a) and the following be added as sub-section (b): "The meetings of the Board Committees and Board of Trustees shall be conducted in English with simultaneous translations provided into other languages as required."

I move that Recommendation #17 be adopted.

(Adopted)

Finance: Undetermined
Policy/Procedure: Policy amended and published in KIWANIS Magazine

The Committee also believes that at the current time, Board materials should continue to be provided in English but that provisions should be made to facilitate understanding of the materials by members of the Board who may not be fluent in English.

Recommendation #18:

The Committee recommends that at this time, materials to the Board of Trustees continue to be provided in English. If a Board member is not fluent in the English language, that individual shall be required to arrive at the site of each Board Meeting a day in advance of Board meetings, at which time a translator will be provided by Kiwanis International to review these materials with the Board member.

I move that Recommendation #18 be adopted.

(Adopted)

Finance: Undetermined
Procedure: New Procedure Needs to be Written

Procedure 319

The Committee feels that there exists misunderstanding on the part of clubs and districts regarding the various provisions of Procedure 319, particularly those aspects that deal with the steps which may be taken regarding clubs not in good standing. The Committee understands that the Board Committee on Member Services, Internationalization and Extension is studying this subject. The Committee has requested staff to draft an explanatory communication to be considered by this Board Committee and Member Services, Internationalization and Extension for consideration to be mailed to clubs and districts.

International Board Members Visiting Districts

At the request of President-elect Noris Lusche, the Committee discussed the matter of Board Members visiting districts they are not counseling. No current procedure exists on this specific subject, and the Committee discussed the matter without reaching a consensus. If a procedure is to be adopted, here is a starting point (rather than a recommendation) for Board discussion, even though it vastly understates and oversimplifies the complexity of the matter:

A counselor shall not make any visits to a non-counseled district in his capacity as a Board Member without the prior approval of the International President.

Procedure 112 - Board Committee Areas of Responsibilities and Concern

At the January, 1989, Policies, Procedures and Structures Committee Meeting, approval was given for insertion of amended Procedure 112.5 - Member Services and International Extension. The title of Procedure 112.5 was not addressed in the amended procedure, and this Committee feels that the title should be amended to reflect accurately the title of the Board Committee. The title of Procedure 112.5 should read, "112.5 - Member Services, Internationalization and Extension."

Recommendation #19:

The Committee recommends that the title of Procedure 112.5 be amended to reflect accurately the title of the Board Committee. The title of Procedure 112.5 should be amended as follows: "112.5 - Member Services, Internationalization and Extension."

I move that Recommendation #19 be adopted.

(Adopted)

Finance: None
Procedure: Amended

Procedure 114 - Minutes of Board Meetings

The Committee discussed current Procedure 114 - Minutes of Board Meetings and concluded that the term "former International Officers" is unclear and recommends clarification.

Recommendation #20:

The Committee recommends that the following procedure be amended:

Procedure 114 - Minutes of Board Meetings
The Secretary shall send copies of the minutes of all Board and Executive Committee meetings to all Board members, to all Past International Presidents and upon annual request to any former International ~~Officers~~ Board members who are still members of a Kiwanis club.

I move that Recommendation #20 be adopted.

(Adopted)

Finance: None
Procedure: In Compliance

Separation of Sections of Procedures for Clubs and Districts

As noted in its January, 1989 report, the Committee recognizes that some procedures pertain only to the operation of Kiwanis International and are of little, if any, interest or use to districts and clubs. Similarly, other Procedures may be of particular interest to clubs (and others, to districts). Staff has undertaken a preliminary separation of the Procedures but, due to time constraints, this matter is held over until the next meeting of the Committee.

Request to Distribute Key Club International Budget

At its meeting in January, 1989, the Board Committee on Sponsored Programs reviewed a request from a Key Club district requesting a copy of the Key Club International

budget. That Board Committee directed that the budget not be released until such time as a Board procedure is developed concerning the release of the budget. The Board Committee on Policies, Procedures and Structures feels that such a procedure should probably encompass Circle K and Kiwanis as well as Key Club. The Policies, Procedures and Structures Committee refers this matter to the Board Committee on Administration for any necessary action.

Review of Committee Responsibilities Re: 1989-90 Administrative Year

President-elect Noris Lusche informed the Committee that he has no plans to alter the responsibilities of Policies, Procedures and Structures during the 1989-90 year.

Respectfully submitted,

ANTON J. "TONY" KAISER
DON MILES, J.D.
ROBERT E. WALES
W. DONALD GOODFELLOW, Q.C., Chairman

193 - Non-Conflict Agreement with Professional Service Providers

It shall be the practice of Kiwanis International to engage only those professional service providers who will execute a non-conflict agreement as approved by the Board of Trustees stating that the provider is willing to confirm that they or their associated entities will not act against or be in conflict of interest with Kiwanis International or its related bodies. Copies of the agreement will be provided to such firms, and the original maintained by the International Secretary.

304.9 - Sponsoring Clubs

Any number of clubs shall be recognized as the sponsors of a new club upon certification of the lieutenant governor of the new club's division.

318.3 - Jurisdiction (5/3-7/89)

The Board of Trustees of Kiwanis International shall have and hereby reserves all authority, control and supervision of all aspects of this Program, including but not limited to the establishment, implementation and enforcement of all constitutional, organizational, procedural and any and all other requirements thereof.

a. Constitution

(1) The Board of Trustees of Kiwanis International shall frame, and all Kiwanianne clubs recognized and certified under this Program shall adopt, be governed by and comply with a Standard Kiwanianne Club Constitution.

(2) All activities, projects and programs of Kiwanianne clubs shall be in accord with the policies and procedures adopted by the Board of Trustees of Kiwanis International, as they may hereafter be modified or amended, and the Standard Kiwanianne Club Constitution and all amendments thereto. Only said Board of Trustees may amend said Constitution.

(3) Each Kiwanianne club shall adopt bylaws which shall be and at all times be kept consistent with the Standard Kiwanianne Club Constitution and the policies and procedures adopted by the Board of Trustees of Kiwanis International, as they may hereafter be modified or amended. Such bylaws and any subsequent amendments thereto shall also be subject to the approval of the Board of Trustees of the sponsoring Kiwanis club.

b. Sponsorship

(1) No group or organization shall be or continue to be recognized or certified as a Kiwanianne club by Kiwanis International unless it is sponsored by a chartered Kiwanis club. No Kiwanis club may begin to sponsor a Kiwanianne club after May 10, 1983 except under and in accordance with this Program and the policies and procedures adopted by the Board of Trustees of Kiwanis International as they may hereafter be modified or amended.

(2) The sponsoring Kiwanis club shall be responsible for the organization, supervision and guidance of its Kiwanianne club, which club shall be recognized and certified by Kiwanis International so long as its sponsorship by the Kiwanis club and its compliance with this Kiwanianne Club Program continue. Organization and operation of Kiwanianne clubs above the club level shall not be permitted.

(3) Any chartered Kiwanis club may sponsor either (a) a Kiwanianne club comprised only of wives of members and widows of former members of the sponsoring Kiwanis club, or (b) a Kiwanianne club comprised of women as may be invited to join for member ship under the standard Kiwanianne Club Constitution.

c. Operating Procedures

(1) Any chartered Kiwanis club may request from Kiwanis International a Certificate of Organization and Recognition of a women's group as a Kiwanianne club, upon submission to the International Office of the forms then in current use listing the names and addresses of the original members and officers elected, and verification of the adoption of the Standard Kiwanianne Club Constitution.

(2) Upon payment by the Kiwanis club of a $100 Certification Fee and the required portion of the first year's sponsorship fee, and its compliance with this Program, a Certficate of Organization and Recognition signed by the President of Kiwanis International shall be sent to the sponsoring Kiwanis club president for his signature and formal presentation to the President of the Kiwanianne club at an appropriately planned meeting.

(3) Thereafter, by October 1 of each year, the sponsoring Kiwanis club shall remit to Kiwanis International a $100 annual sponsorship fee covering the October 1 to September 30 administrative year to be adopted by the Kiwanianne club. For the first year of a newly organized Kiwanianne club, the Kiwanis club shall remit a portion of the sponsorship fee as follows: for clubs organized during the first quarter of the administrative year, $75; during the second quarter, $50; during the third quarter, $25; and during the fourth quarter, no fee. The failure by the Kiwanis club to remit the annual sponsorship fee by December 31 of each year may result in the withdrawal and cancellation by Kiwanis International of the Certificate of Organization and Recognition of the Kiwanianne club as outlined in 318.3 c.(7)(c). With each annual sponsorship fee, the sponsoring Kiwanis club shall submit to Kiwanis International a current listing of the names and addresses of the Kiwanianne club's members and officers, and the name and address of a Kiwanian who shall be appointed by the Kiwanis club president to serve as the Kiwanis club's liaison with the Kiwanianne club. A copy of the list shall be sent to the Kiwanis district Kiwanianne club chairman.

(4) Kiwanianne clubs may order Official Supplies Catalog items bearing the Kiwanianne club emblem directly from the Kiwanis International Office if such orders are accompanied by payment. Kiwanis clubs may order Kiwanianne club items in accordance with then current billing and payment procedures.

(5) It shall be the responsibility of each Kiwanianne club to raise the funds necessary to carry out its program. Funds raised in the community shall not be used for the club's administrative expense. Any reimbursement of the Kiwanis club's costs of sponsoring the Kiwanianne club shall be as agreed between the clubs.

(6) Each Kiwanis district governor shall appoint a Kiwanian to the position of District Kiwanianne Club Chairman, whose responsibilities shall include the promotion of sponsorship of Kiwanianne clubs throughout the district and the submission to Kiwanis International by January 15 of each year of a report of the activities of Kiwanianne clubs in existence in the district and the names of their sponsoring Kiwanis clubs.

(7) Suspension, Termination or Cancellation of Kiwanianne clubs:

(a) Kiwanianne club members may themselves terminate their club, but only in accordance with the Standard Kiwanianne Club Constitution.

(b) The sponsoring Kiwanis club may terminate its Kiwanianne club by withdrawing its sponsorship. In such event, the Kiwanis club shall give the Kiwanianne club written notice of its withdrawal of sponsorship, including the reasons therefore and a copy of the notice shall be sent on the same day to the Kiwanianne club liaison, the Kiwanis district Kiwanianne club chairman, and the Kiwanis district governor. If, after consideration of the notice and any Kiwanianne club response, the Kiwanis district officials are unable to resolve any differences between the Kiwanis club and the Kiwanianne club within thirty days, the Kiwanis club may proceed to terminate the Kiwanianne club, and upon submission to Kiwanis International of a copy of the notice including the reasons, the Kiwanianne club shall be cancelled.

(c) Non-payment of the annual Kiwanianne club sponsorship fee, within the administrative year, by the sponsoring Kiwanis club will result in the placing

of that Kiwanianne club on suspended status upon approval of the Kiwanis International Board of Trustees. Notification of such status changes will be sent to the sponsoring Kiwanis club president.

Non-payment of the annual Kiwanianne sponsorship fee by the sponsoring Kiwanis club for two consecutive years will result in the withdrawal of that Kiwanianne club's Certificate of Organization and Recognition upon approval of the Kiwanis International Board of Trustees. Notification of such status changes will be sent to the sponsoring Kiwanis club president.

886 - Fund Balances (Reserves)

886.1 - Purposes

The sponsored youth organizations shall be permitted to maintain fund balances (reserves) for the purpose of sustaining operations in future years. Surplus cash shall be invested at the direction of the Kiwanis International Board of Trustees. If specific reasons exist, up to 25% of the current fund balances of a sponsored youth organization may be budgeted as an expense for the next administrative year. (4/25-49/86) (5/3-7/89)

882.5 - Balanced Budget

Generally, the budget as approved by the sponsored youth board should be balanced or have a surplus. If the proposed budget is not balanced, a report explaining why a balanced budget is not being proposed must also be approved by the board of the sponsored youth organization, and such report must be submitted to the Kiwanis International Board of Trustees with the proposed budget. (4/25-29/86) (5/3-7/89)

REPORT OF THE INTERNATIONAL COMMITTEE ON CONSTITUTION AND BYLAWS

TO THE INTERNATIONAL BOARD OF TRUSTEES

Period Covered: January 30 - April 2, 1989

Proposed Amendment to the International Bylaws

The committee has reviewed the proposed amendment which was approved by the Board at its January 25-29, 1989 meeting. A few minor technical errors were discovered, such as typos, punctuation and grammar, and they were reviewed with staff and W. Donald Goodfellow, Q.C., Chairman of the Board Committee on Policies, Procedures, and Structures. Staff has made these corrections.

After further review, the committee believes there are three additional non-substantive changes which should be made. If any of these recommendations are considered substantive, a separate amendment should be presented.

1. Article V, Section 8 (page 15), and Article VI, Section 8 (page 17), involve a report of a district or federation convention, respectively. The recommended change simplifies language.

Recommendation #1:

The committee recommends that Article V, Section 8, and Article VI, Section 8, of the International Bylaws as contained in the proposed amendment adopted by the Board at its January 25-29, 1989 meeting be further amended as follows:

> **Article V, Section ~~11~~8.** Within thirty (30) days after the close of ~~any~~ a convention, ~~of any~~ a meeting of the board of trustees, ~~and of any~~ or a conference of the officers of a district, the district secretary ~~thereof~~ shall send to the Secretary of Kiwanis International ~~make~~ a written report of the proceedings ~~in writing,~~ approved by the district governor~~,~~ ~~and shall send~~

~~the same to the Secretary of Kiwanis International.~~ This report ~~need not be a verbatim transcript of the entire proceedings, but~~ shall summarize the proceedings, provide a synopsis of all actions taken, and include copies of all adopted district bylaw amendments, resolutions and recommendations. ~~adopted, and a complete synopsis of all actions taken.~~

Article VI, Section 8. Within thirty (30) days after the close of ~~any~~ a convention, ~~of any~~ a meeting of the board of trustees, ~~and of any~~ or a conference of the officers of a federation, the federation secretary ~~thereof~~ shall send to the Secretary of Kiwanis International ~~make~~ a written report ~~in writing~~ of the proceedings, approved by the Federation President, ~~and shall send the same to the Secretary of Kiwanis International.~~ This report ~~need not be a verbatim transcript of the entire proceedings, but~~ shall summarize the proceedings, provide a synopsis of all actions taken, and include copies of all adopted ~~resolutions,~~ federation bylaw amendments, resolutions and recommendations. ~~adopted, and a complete synopsis of all actions taken.~~

2. Article VII, Section 6 (third paragraph, page 19) and Section 7 (page 20), outline the duties of the Secretary re finances and the duties of the Treasurer. They state that the Secretary receives all monies paid to Kiwanis International which are then turned over to the Treasurer. The Treasurer deposits the monies received from the Secretary and keeps the financial accounts and books. This procedure has not been followed for many

years. The committee recommends, and our auditors concur, that the duties of the Secretary and Treasurer be brought into accord with current practices.

Recommendation #2:

The committee recommends that the third paragraph of Article VII, Section 6, and the entire Section 7 of Article VII of the International Bylaws as contained in the proposed amendment adopted by the Board at its January 25-29, 1989 meeting be further amended as follows:

> **Article VII, Section 6 (3rd paragraph).** ~~He~~ The Secretary shall sign all documents issued by Kiwanis International when required; shall affix the corporate seal of the organization when required; shall keep the financial accounts and records; shall ~~receive all monies paid to Kiwanis International, and shall turn the same over to the Treasurer within thirty (30) days after receipt thereof, taking the Treasurer's receipt therefor.~~ be responsible for proper internal control procedures; and shall receive, deposit and disburse funds of Kiwanis International in the manner authorized and prescribed by the Board of Trustees.
>
> **Section 7.** Treasurer. The Treasurer shall regularly review and advise the Board of Trustees on the financial condition of Kiwanis International, shall make a report at the Annual Convention, and shall perform such other duties as may be from time to time assigned by the President or the Board of Trustees.

3. Article XIII, Section 9 (page 36) and Section 11 (page 37), involve filling a vacancy in the office of District Governor and selecting an Acting Governor when the District Governor is temporarily incapacitated, respectively. Those eligible to fill such a vacancy or to become Acting Governor

are not identical but ought to be. The committee recommends that Article XIII, Section 9, be brought into harmony with Section 11.

Recommendation #3:

The committee recommends that Article XIII, Section 9, of the International Bylaws as contained in the proposed amendment adopted by the Board at its January 25-29, 1989 meeting be further amended as follows:

> **Article XIII, Section ~~10~~9.** In the event of a vacancy in the office of District Governor for any district during the administrative year, by a two-thirds (2/3) vote of the entire district board of trustees, the vacancy shall be filled by ~~the board of trustees of said district from their own members or from former lieutenant governors~~ a Past Governor, lieutenant governor, or a past lieutenant governor of that district, who ~~are~~ is an active, privileged, or senior member~~s~~ of a Kiwanis club~~s thereof~~ in the district. However, in any year in which a condition of emergency compels the cancellation of the annual district convention, the ~~District Governor for the following year~~ district officers to be elected under the district bylaws at the annual convention shall be elected for ~~one (1)~~ the following year by a district council meeting held during the period provided for ~~the~~ district covenations, such council to be comprised of the district board of trustees and other persons who would have had the status of delegates-at-large at the cancelled convention.

Proposed Amendment re Incumbent Trustee Electing to Run for Higher Office with Partial Term Remaining as Trustee

At its January 25-29, 1989 meeting, the Board adopted a proposed amendment which would add a new Section 11 to Article VIII of the Constitution. This provides that a Trustee with a remaining term in office of one year or more seeking an

office above the level of Trustee creates a vacancy in the office of Trustee whether or not such person is elected to the higher office. The proposed amendment should include an amendment to the first sentence of Article XII, Section 10, of the International Bylaws.

Recommendation #4:

The committee recommends that the proposed amendment creating a new Section 11 of Article VIII of the Constitution contains a part 2 which would amend the first sentence of Article XII, Section 10, of the International Bylaws as follows: "**Section 10.** In the event that a vacancy occurs in the Board of Trustees by reason ~~of the election~~ of a Trustee seeking election to some other office, such vacancy or vacancies shall be filled as follows:"

Referral to this Committee of Letter from Harold Webb, Past Lieutenant Governor, Pennsylvania District

The Board Committee on Policies, Procedures and Structure referred to this committee correspondence from Harold Webb, Past Lieutenant Governor, Pennsylvania District, re a provision for a hearing for clubs, divisions and districts prior to any decision by the Board to create a federation or to change its boundaries. This involves Article VII, Section 1, of the Constitution, but the same principle applies to districts in Article VI, Section 1, of the Constitution.

The committee submits that the present provisions of the Constitution and Bylaws for a hearing may not have been followed and do need corrections. However, the interested parties, and not the Board, have generally initiated a request for a new district or a change in boundaries. Also, to require a hearing before the Board reaches a decision often would be very costly as the interested parties would feel obligated to attend the hearing. As examples, a prior hearing was really unnecessary for the recent formation of the Netherlands District or the approval of conditions to divide the Australia District.

The committee submits that all parties would be adequately protected if the notice period is extended from 60 to 90 days, and the affected parties be given 30 days in which to request a hearing. The new procedure would avoid unnecessary hearings, minimize cost, and allow all parties to express their views before any change becomes effective.

Recommendation #5:

The committee recommends that Article VI, Section 1, of the Constitution and Article VII, Section 1, of the Constitution be amended as follow:

Article VI, Section 1. For the purpose of promoting the best interests of Kiwanis, the Board of Trustees shall create, supervise, and control districts of chartered clubs and shall establish the boundaries thereof. The Board of Trustees shall have the power to change the boundaries of districts in such manner as it may deem best. Prior to any proposed change becoming effective, ~~sixty (60)~~ ninety (90) days' notice ~~of a hearing before the Board of Trustees~~ shall be given to ~~all~~ the affected federations, districts, and clubs. ~~in the districts affected.~~ Within the next thirty (30) days after such notice, a federation, district, or club may request that a hearing be held before the Board of Trustees at the next annual convention prior to any change becoming effective.

Article VII, Section 1. For the purpose of promoting the best interests of Kiwanis, the International Board of Trustees has the authority to create, supervise, and control federations of districts and shall establish the boundaries of federations. The International Board of Trustees shall have the power to establish and change the boundaries of federations in such manner as it may deem best. Prior to any proposed change becoming effective, ~~sixty~~

~~(60)~~ ninety (90) days' notice ~~of a hearing before the International Board of Trustees~~ shall be given to ~~all~~ the affected ~~clubs~~ federations, districts, and ~~federations~~ clubs. ~~in the geographical area affected.~~ Within the next thirty (30) days after such notice, a federation, district, or club may request that a hearing be held before the Board of Trustees at the next annual convention prior to any change becoming effective.

New European Federation Bylaws

A special Committee of the European Federation prepared a proposed set of new Federation Bylaws which would replace the current Constitution and Bylaws of Kiwanis International-Europe. After receipt of the proposed set, a telephone conference call was held including President Gene Overholt, President-elect Noris Lusche, Fay McDonald, Frank DiNoto and members of the staff. President Gene asked this committee to review the proposed set immediately, so a final draft could be reviewed by the European Federation Board of Trustees at its meeting in late April. With this time constraint, Chairman Fay McDonald and Frank DiNoto undertook the primary responsibility for the review.

While the special European committee prepared a commendable draft, a careful review revealed certain omissions, conflicts with the Constitution and Bylaws of Kiwanis International, and a need for clarification and simplification. A new draft was prepared paralleling the European proposal whenever practical.

A meeting was then held at the International Office on April 1-2, 1989. The attendees from the Federation were President Thor Karlsson, President-elect Willy Ostholt and Trustee Jacques Fonteyne. Also in attendance were Chairman Fay McDonald, Frank DiNoto and Bill Brown. A new draft of the proposed European Federation Bylaws was completed at this meeting which was acceptable to

those in attendance, and which included certain alternative provisions to be decided by the Federation Board.

Appreciation is hereby expressed to William A. Brown and other members of the staff for the many courtesies extended and for the logistical support in preparation of this report, and especially for the new draft of the proposed European Federation Bylaws.

Respectfully submitted,

MARK ARTHUR, JR.
FRANK J. DiNOTO
RICHARD J. LEAHY
JAMES B. RICHARD
FAY H. McDONALD, Chairman

5/03/89

EXHIBIT G

Exhibit G of the Report of the Board Committee on Policies, Procedures, and Structures, "Proposed Amendments to the Constitution and Bylaws of Kiwanis International Submitted to the Seventy-fourth Annual Convention, Orlando, Florida, June 25-29, 1989," is now Exhibit #23 of the May 3-7, 1989, Minutes.

Exhibit H of the Report of the Board Committee on Policies, Procedures, and Structures, "Region II Representation to the International Board of Trustees," is now Exhibit #24 of the May 3-7, 1989, Minutes.

EXHIBIT #23

PROPOSED AMENDMENTS

to the Constitution and Bylaws of Kiwanis International
Submitted to the Seventy-fourth Annual Convention
Orlando, Florida, June 25-29, 1989

May 25, 1989

To All Kiwanis Clubs:

The following proposed amendments to the Constitution and Bylaws of Kiwanis International will be officially presented for action at the Annual Convention in Orlando, Florida, June 27, 1989.

This copy of the proposed amendments is being sent to the secretary of each chartered club in accordance with the provisions of Articles XVII and XVIII of the Constitution. You will note that the present provisions of the articles and sections are listed. Portions to be added or inserted are underlined and portions to be deleted are lined out.

Delegates to this year's Convention will consider several issues of vital concern to all Kiwanians. I encourage you to make sure your club is well represented by sending two delegates to Orlando. By sending these delegates the club exercises the right to voice its opinion by voting on each of these critical issues.

Kevin W. Krepinevich
International Secretary

PROPOSED AMENDMENT NO. 1 TO THE INTERNATIONAL BYLAWS

Submitted by the Board of Trustees of Kiwanis International.

Purpose: To revise and bring current the Bylaws in the first comprehensive revision and to eliminate inconsistencies and conflicts within the Bylaws.

BYLAWS

Amend Articles I, II, III, IV, V, VI, VII, VIII, IX, X, XII, XIII, XIV, XV, XVI, XVII, XVIII, XIX, XX, XXII, XXIII, of the Bylaws of Kiwanis International as follows:

I. CLUBS

Section 1. The officers of a chartered club shall be a president, the immediate past president, one or more vice-presidents, a treasurer, and a secretary~~.~~, and such other officers as may be required by the club bylaws. ~~If desired by any club, there may also be a president-elect, an assistant treasurer or an assistant secretary, or all three. These~~ The officers, together with at least five (5) directors, shall constitute the board of directors. ~~They~~ The officers and directors must be active, privileged, or senior members in good standing. The duties of the officers and of the board of directors shall be such as are prescribed in the club bylaws.

Section 2. The committees of a chartered club and their duties shall be ~~such as are~~ prescribed in the club bylaws.

Section 3. A chartered club shall not use any name except that designated in its charter.

Section 4. A chartered club shall hold one weekly meeting on such day and at such place as shall be determined by the board of directors, except (a) any club organized prior to 1924 whose approved organizational bylaws permitted the club to meet bi-weekly and such club has continuously followed such practice without having been specifically disapproved by the Board of Trustees of Kiwanis International; or (b) clubs not in Canada ~~and~~ or the United States, which shall meet at least bi-weekly. A club may hold such other meetings as the board of directors or membership may desire.

Section 5. A chartered club shall hold its annual meeting and election of officers and directors not earlier than the first meeting in April and not later than the second meeting in May. The officers shall serve for one (1) year or until their successors are duly elected and qualified. The directors shall serve for the term prescribed in the Club Bylaws or until their successors are duly elected and qualified. The terms of the officers and the directors shall begin on the first day of October.

Section 6. The president and the secretary of each chartered club shall, before the first day of June of each year, certify to the Secretary of Kiwanis International the names of the officers elected to serve in the ensuing year.

Section 7. The administrative and fiscal year of all chartered clubs shall begin on the first day of October of each year.

Section 8. A chartered club shall submit to ~~the Secretary of~~ Kiwanis International~~, on official blanks furnished, a monthly report~~ by the tenth day of each succeeding month~~;~~: (a) a monthly report and (b) semi-annual ~~reports~~ membership statements as of September thirtieth and of March thirty-first of each year. ~~within ten (10) days thereafter.~~ Such reports and statements shall be made on the official forms provided by Kiwanis International.

II. MEMBERSHIP IN CLUBS

Section 1. Membership in a chartered club shall not be granted to anyone who holds membership (other than honorary) in any other chartered Kiwanis club or service club of like character. The active members of a chartered club shall represent a cross section of occupations in the community in which the chartered club is located. ~~To promote this objective, the number of active members in any one classification shall not exceed twenty percent (20%) of the total active membership.~~

~~Section 2. Membership in a chartered club is limited to men or persons, as permitted by the Constitution, over eighteen years of age who satisfy the qualifications for either active membership, privileged membership, senior membership, or honorary membership as follows:~~

~~a. Qualification for Active Membership~~

~~(1) An active member must be of good character and community standing and reside or have other community interests within the area of the chartered club.~~

~~(2) An active member must be engaged in an occupation in a recognized line of business, vocation, agriculture, or institutional or professional life or who, having been so engaged, has retired.~~

~~(3) An active member must pay a membership fee and annual membership dues and shall be entitled to all the privileges of a chartered club.~~

Section 2. Qualifications for Privileged Membership

a. Any active member of a chartered club who, on or before July 31, 1963, shall have been elected a privileged member, may continue to be a privileged member.

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

c. Privileged members must pay annual membership dues, and shall be entitled to all privileges of the club.

d. No member of a chartered club shall be elected to privileged membership after July 31, 1963.

Section 3. Qualifications for Senior Membership

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

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

c. A senior member must pay annual membership dues and shall be entitled to all privileges of the club.

~~b. A senior member must meet the standards of attendance and participation as set forth by a chartered club board of directors. A senior member must pay annual membership dues and shall be entitled to all privileges of the club.~~

Section 4. Qualifications for Honorary Membership

a. Any person who has performed ~~some~~ distinguished public service may be elected an honorary member of a chartered club ~~(~~of which ~~he or she~~ the person is not an active, privileged, or senior member~~)~~ for a period of one (1) year and thereafter may be re-elected annually.

b. An honorary member shall pay neither membership fee nor annual membership dues, and shall be entitled to all privileges of the club except those of voting and holding office.

Section ~~3~~5. Life Member Status

a. Any Kiwanian holding active, privileged, or senior membership may be granted life member status on a one-time payment of a fee of fifteen (15) times the annual International dues as then ~~provided~~ prescribed in ~~Article XIII, Section 2 of~~ the Constitution.

b. Upon a Kiwanian's attaining the status of life member, ~~his or her~~ the member's club is thereby relieved of any further dues obligation to Kiwanis International for that member. The ~~member's~~ financial obligations to ~~his or her~~ said member's local club and district, ~~including~~ the subscription to the Kiwanis magazine, and the premium payable to defray the cost of insurance prescribed in the Bylaws ~~shall remain intact.~~ shall remain payable.

c. ~~Such~~ Life member status shall be in force only during the time the member ~~an individual holding it~~ also is a member of ~~any~~ an affiliated Kiwanis club.

d. The quota of life memberships available in any administrative year shall be determined ~~under the control of~~ by the Board of Trustees of Kiwanis International.

Section ~~4~~6. Attendance

a. Active members shall maintain regular attendance at club meetings and shall actively participate in the activities of the ~~a chartered~~ club, and the board of directors of said club shall review semi-annually the attendance and activity participation record of each club member.

b. A senior member must meet the standards of attendance and participation as set forth by the board of directors of the chartered club.

c. Privileged~~, senior,~~ and honorary members shall not be obligated to attend club meetings. ~~except as provided in Article II, Section 2e (Qualifications for Senior Membership).~~

Section ~~5~~7. Election and Discipline of Members

a. Prospective active members shall be considered for election to membership by invitation only, under the following procedure:

(1) Each proposal for membership shall be submitted by a member of that club to the club secretary or its committee on membership, ~~on~~ which proposal shall ~~appear~~ bear the signature of the proposer and the endorsement of at least one additional club member, both of whom shall be members in good standing.

(2) All proposals for membership shall be referred to the club board of directors.

(3) At a meeting of the club board of directors at which a quorum is present, members shall be elected by a two-thirds (2/3) vote of those present.

(4) Upon favorable action by the club board of directors, the new members shall be personally notified concerning the action of the board and the membership fee shall then be secured.

b. The discipline of active members in any chartered club shall be such as is authorized in the Standard Form for Club Bylaws.

c. The election and discipline of privileged, senior, and honorary members in any chartered club shall be such as are authorized in the Standard Form for Club Bylaws.

III. ~~BUILDING~~ ORGANIZING AND CHARTERING OF CLUBS

Section 1. A Kiwanis club~~s~~ may be ~~built~~ organized and chartered only in ~~those~~ a ~~communities~~ community that ~~have~~ has a sufficient diversity of businesses or vocations which will ~~agricultural, institutional, and professional activity to insure~~ ensure the standards of ~~personnel and fidelity to the~~ membership and classification principles prescribed by Kiwanis International for chartered clubs, and has the potential ~~also to give promise~~ of additional membership resources to ~~insure~~ ensure the future stability of the club.

Section 2. The minimum number of members of a prospective club for organization and charter shall be determined by the Board of Trustees. ~~on the basis of size and conditions of the community in which the club is to be built.~~ The organization and charter membership shall not be less than twenty (20) active members.

Section 3.

a. Application for the ~~building~~ organization of a Kiwanis club shall be made on the standard petition form as adopted by the Board of Trustees~~,~~. ~~which~~ The petition shall be duly signed by ten (10) ~~men~~ persons eligible for active membership in the prospective club, and said petition shall be approved or disapproved by the District Governor in whose district the club is to be ~~built~~ organized. If the District Governor disapproves the petition, the reasons for disapproval must be stated. The ~~said petition~~ District Governor shall ~~be~~ immediately forward~~ed~~ the petition to the Secretary of Kiwanis International. ~~for action by the Board of Trustees.~~

b. After reviewing the petition and the reasons for disapproval, the Board of Trustees shall determine if the new club will be organized.

Section 4. Upon the ~~official~~ approval of a petition for a new club by the Board of Trustees, the ~~said~~ Board shall direct, through its accredited representative, and in cooperation with the District Governor, the completion of the ~~building~~ organization ~~and the completing~~ of said club~~,~~. ~~in cooperation with the District Governor.~~

Section 5. The ~~standard~~ charter fee to be paid by a prospective club before receiving its charter shall be one hundred dollars ($100.00).

Section 6. Upon the ~~completion~~ organization of a Kiwanis club under the direction of the accredited representative, and upon approval of the Board of Trustees, ~~as provided in Section 4 of this article,~~ there shall be issued to said club a charter ~~of~~ from Kiwanis International signed by the President and the Secretary of ~~under seal of the organization,~~ Kiwanis International. Upon organization ~~provided that~~ said club ~~shall~~ must have complied with the following conditions:

a. Adopted the Standard Form for Club Bylaws, modified only as approved by the Board of Trustees.

b. Secured and maintained a charter membership of the required number of active members as established by the Board of Trustees.

c. Elected officers, appointed committees, and completed club organization as required by the club bylaws.

d. Certified to the Secretary of Kiwanis International that the accredited representative of Kiwanis International has instructed the officers, committees, and members.

e. Paid to Kiwanis International the charter fee, ~~and~~ prorated annual dues and the magazine subscription and the insurance charges as required by the Constitution and Bylaws.

f. Complied with ~~all~~ the applicable provisions of its district bylaws.

g. Maintained all standard practices and principles for Kiwanis clubs as determined by the Board of Trustees.

IV. MEMBERSHIP OF CLUBS IN KIWANIS INTERNATIONAL

Section 1. Membership in Kiwanis International is limited to clubs that have been ~~accepted by the Board of Trustees and~~ chartered as ~~in the manner~~ provided in these Bylaws, ~~and~~ that continue to comply with the Constitution of Kiwanis International and these Bylaws as adopted or as amended~~.~~, and that continue to conform to the accepted standards for chartered clubs.

Section 2. Each chartered club that continues to comply with the Constitution of Kiwanis International and these Bylaws is granted a revocable nonexclusive license to use the service marks and collective membership marks owned by Kiwanis International, including but not limited to "KIWANIS", "K IN CIRCLE", "CIRCLE K", "K (INTERNATIONAL) IN CIRCLE", "KIWANIS INTERNATIONAL", "K IN GLOBE (KIWANIS INTERNATIONAL)", and "KEY CLUB AND K IN CIRCLE" ("Kiwanis Marks"), in connection with its activities as a member of Kiwanis International. Kiwanis International has the exclusive right to control such usage of the Kiwanis Marks by a chartered club and to control the nature, quality, and uniformity of the services and membership of chartered clubs in connection with which the Kiwanis Marks are used.

a. If a ~~member~~ chartered club fails to comply with any of the provisions of the Constitution and Bylaws of Kiwanis International ~~or these Bylaws~~ or fails to comply with the nature and quality of the services and membership required by Kiwanis International for the use of the Kiwanis Marks, ~~including any requirement of Article II, Section 2 of these Bylaws,~~ then the Board of Trustees shall give the last-reported president and secretary of such chartered club written notice, stating the nature and character of the non-compliance. The chartered club shall have sixty (60) days from the date of the mailing of the written notice to cure or correct the non-compliance and to provide certification of compliance in writing to the Board of Trustees. If the non-compliance is not cured or corrected by the chartered club within the sixty (60) days, then the license to use the Kiwanis Marks shall be revoked immediately and automatically at the end of such sixty (60) day period without further notification from Kiwanis International. Such immediate and automatic revocation of the license to use the Kiwanis Marks shall not constitute automatic revocation or suspension of the charter or membership of the chartered club. Any such revocation or suspension of the charter or membership of the chartered club shall be done in accordance with Article IV, Section 4 of these Bylaws.

b. The license to use the Kiwanis Marks is terminated immediately and automatically when any chartered club resigns or disaffiliates, or when its charter is revoked or suspended for any reason.

c. In the event the license granted to a chartered club to use the Kiwanis Marks is suspended or revoked ~~or terminated~~, the chartered club and its members shall immediately cease the use of the Kiwanis Marks and any marks confusingly similar thereto. Failure to cease use immediately of the Kiwanis Marks or any mark confusingly similar thereto will result in immediate and irreparable harm to Kiwanis International for which there is no adequate remedy at law. Therefore, Kiwanis International shall be entitled to obtain temporary restraining orders and preliminary and permanent injunctions against such use.

d. Any suspended or revoked license may be reinstated by a majority vote of the entire Board of Trustees. All decisions with respect to the revocation or reinstatement of a license to use the Kiwanis Marks shall be final.

e. Applying for or maintaining membership in Kiwanis International by a chartered club constitutes a waiver of all separate or independent rights of such ~~member~~ chartered club in the Kiwanis Marks and acceptance of the terms and conditions under which the chartered club is licensed to use the Kiwanis Marks.

Section 3. Any ~~member~~ chartered club more than sixty (60) days in arrears for any indebtedness to Kiwanis International or a federation, or for any annual dues to a district thereof shall not be considered ~~not~~ "in good standing," and may have its charter and membership herein suspended or revoked, or may be otherwise disciplined, by action of the Board of Trustees~~;~~, ~~provided that notice of said indebtedness shall have been duly sent by registered mail by the Secretary of Kiwanis International to the last reported president and secretary of such club.~~ in accordance with this Article, Section 4, of these Bylaws. The Board of Trustees may restore such club to membership in Kiwanis International upon the payment of its indebtedness.

Section 4. Any ~~member~~ chartered club that fails to conform to the Constitution of Kiwanis International or these Bylaws or that fails otherwise to conform to the accepted standards for chartered clubs may have its charter and membership herein suspended or revoked, or may be otherwise disciplined, by a two-thirds (2/3) vote of the entire Board of Trustees~~;~~. ~~provided that~~ If the Board suspends or revokes a charter, or takes disciplinary action against a club, within fifteen days thereof, the Secretary of Kiwanis International shall send a copy of the charges and the action taken by the Board, ~~with a notice of the hearing thereon shall have been sent by registered mail by the Secretary of Kiwanis International~~ to the last-reported president and secretary of the club. ~~thirty (30) days before the said hearing.~~ Within sixty (60) days from the date of mailing such notice, the club may file with the Secretary of Kiwanis International a request for a hearing before the Board of Trustees. The Secretary of Kiwanis International shall send by registered mail to the last-reported president and secretary of said club, a notice of the final decision made by the Board of Trustees, within fifteen (15) days after such decision.

Section 5. ~~If the Board of Trustees shall suspend or revoke the charter and membership of any chartered club or shall otherwise discipline any such club, the Secretary of Kiwanis International shall send by registered mail within fifteen (15) days, a notice of such action to the last-reported president and secretary of said club; and~~ The club, within sixty (60) days from the date of mailing ~~such~~ the notice~~,~~ of final action by the Board of Trustees under this Article, Section 4 of the Bylaws, may file with the Secretary of Kiwanis International, a written notice of appeal, which shall be considered and decided at the next convention of Kiwanis International.

Section 6. Upon final determination of revocation of the charter, and if the club is incorporated, said corporation shall be dissolved in accordance with local statutes; or in the event the corporation is not dissolved within one hundred and twenty (120) days, Kiwanis International has the right to petition and obtain proper orders of dissolution.

Section ~~6~~7. Any ~~member~~ chartered club may resign from Kiwanis International, upon a resolution of resignation being ~~adopted and~~ approved by a three-fourths (3/4) vote of the active, privileged and senior membership of ~~such~~ said club, provided that all financial and other obligations of ~~such~~ said club to Kiwanis International shall have been fulfilled, that all annual dues to any district thereof shall have been paid and that, if incorporated, the corporation shall have been duly dissolved~~,~~. ~~and which~~ Said resolution shall be certified by the club's secretary and sent to Kiwanis International. Such resignation shall become effective when accepted by the Board of Trustees. The Board of Trustees may, upon written application of ~~such~~ said club, reinstate the club to membership in Kiwanis International.

Section ~~7~~8. ~~Member~~ Chartered clubs may participate in lotteries, raffles, drawings, or other games of chance, provided that they are not in contravention of the laws, mores, customs, and traditions of the country, ~~of the~~ state~~,~~ or ~~the~~ province in which the clubs exist, and provided further that the District Board of Trustees or the governing authority of non-districted clubs shall have given prior approval for the utilization of lotteries, raffles, drawings, or other games of chance to be employed in fund-raising activities. Such approval so granted does not constitute official endorsement of such activities by Kiwanis International. Nothing contained herein shall permit any chartered Kiwanis club by its activities to impugn the good name of Kiwanis. Should violations occur, appropriate disciplinary action may be taken in accordance with the Bylaws of Kiwanis International.

Section ~~8~~9. A club shall not solicit the expression of attitudes by clubs located in other nations regarding the domestic or foreign policies of those nations.

V. DISTRICTS

Section 1. The officers of a district shall be a District Governor, a Governor-elect, the Immediate Past Governor, a Lieutenant Governor for each division of the district, a Secretary and a Treasurer. There may be an Acting Governor appointed as provided in ~~Article XIII, Section 12, of~~ these Bylaws.

Section 2. The board of trustees of a district shall consist of the District Governor, the Governor-elect, the Immediate Past Governor, the Lieutenant Governors, the Treasurer, and the Secretary of said district. If there shall be appointed an Acting Governor, as provided ~~by Article XIII, Section 12, of~~ in these Bylaws, said Acting Governor shall be a member of the board of trustees during the incapacity of the District Governor. The district bylaws may provide for not more than two (2) additional past governors to be members of said board.

Section 3. The District Governor and the Governor-elect shall be elected at the annual district convention as provided in the district bylaws. As provided in the district bylaws, the Lieutenant Governors shall be elected at a meeting of representatives of the clubs in their respective divisions, called expressly for this purpose, and held not later than the second week in April. ~~as provided in the district bylaws.~~ The District Secretary and District Treasurer may be elected or appointed as provided by the district bylaws. The Secretary and the Treasurer may be the same person, but no other offices shall be combined in one person. Each officer shall serve for the term of one (1) year or until ~~his~~ said officer's successor shall be duly elected and qualified. The terms of all district officers shall begin on the first day of October.

Section 4. The District Governor shall perform such duties as are prescribed in the Constitution and Bylaws and in the district bylaws.

Section 5. The duties of other district officers and of the district board of trustees shall be as prescribed in the district bylaws.

Section 6. The board of trustees of each district shall hold at least two (2) meetings for ~~during~~ each administrative year, one (1) prior to October 31, at such time and place as are designated by the Governor, and another in connection with the district convention at such time and place as shall be determined by the said board of trustees. If the first meeting shall be held prior to October 1, any action taken shall become effective on October 1. Notice of each meeting of the district board of trustees shall be received by the Secretary of Kiwanis International at least thirty (30) days prior to the date of such meeting.

Section 7. The annual convention of each district shall be held at such place and upon such dates between March fifteen and September fifteen as shall be fixed by the board of trustees of the district and approved by the Board of Trustees of Kiwanis International, except that no district shall schedule its convention to be held within the period of thirty (30) days prior to, during, or thirty (30) days following the convention of Kiwanis International. Each member club of a district, in good standing with Kiwanis International and ~~in~~ said district, shall be entitled in all conventions of its district to three (3) delegates, one (1) of whom shall be the president, said delegates to be selected and to have such powers as are prescribed in the district bylaws. All officers and past district governors of the district shall be delegates-at-large to the district convention. Notice of the annual district convention shall be received by the Secretary of Kiwanis International at least six (6) months prior to the dates of the convention.

Section ~~11~~8. Within thirty (30) days after the close of ~~any~~ a convention, ~~of any~~ a meeting of the board of trustees, ~~and of any~~ or a conference of the officers of a district, the district secretary ~~thereof~~ shall send to the Secretary of Kiwanis International ~~make~~ a written report of the proceedings ~~in writing,~~ approved by the district governor~~,~~. ~~and shall send the same to the Secretary of Kiwanis International.~~ This report ~~need not be a verbatim transcript of the entire proceedings, but~~ shall summarize the proceedings, provide a synopsis of all actions taken, and include copies of all adopted district bylaw amendments, resolutions and recommendations. ~~adopted, and a complete synopsis of all actions taken.~~

Section ~~8~~9. Official delegates of a newly organized Kiwanis club~~s~~ shall be granted full privileges at district conventions after the charter has been ~~issued~~ approved by the Board of Trustees of Kiwanis International, ~~whether or~~ even if it has not ~~then~~ been formally presented to such club~~s~~.

Section ~~9~~10. The administrative and fiscal year of all districts shall begin on the first day of October of each year.

Section ~~10~~11. The Board of Trustees ~~shall, so far as is~~ if practicable, may assign an official representative to attend ~~each~~ the convention~~, meeting of the board of trustees, and conference of officers~~ of each district. ~~Notices of all such meetings shall be received by the Secretary of Kiwanis International at least fifteen (15) days in advance of the date of meeting.~~

VI. FEDERATIONS

Section 1. The officers of a federation shall consist of a president (or an acting president) and such other officers as provided by the federation bylaws.

Section 2. The board of trustees of a federation shall consist of the officers and other trustees as provided in the federation bylaws.

Section 3. The federation president and other federation officers and trustees shall be elected as provided in the federation bylaws. Each officer above the level of trustee shall serve for the term of one (1) year and each trustee shall serve for the term of two (2) years or until the successor shall be duly elected and qualified. The terms of all federation officers and trustees shall begin on the first day of October.

Section 4. The federation president shall be a member of the International Council and shall perform such duties as are prescribed in the Constitution and Bylaws of Kiwanis International and the federation bylaws.

Section 5. The duties of other federation officers and of the federation board of trustees shall be as prescribed in the federation bylaws.

Section 6. The board of trustees of each federation shall hold at least two (2) meetings during each year, one (1) prior to October 31, at such time and place as are designated by the president, and another in connection with the federation convention at such time and place as shall be determined by the said board of trustees. If the first meeting shall be held prior to October 1, any action taken shall become effective on October 1. Notice of each meeting of the federation district board of trustees shall be received by the Secretary of Kiwanis International at least thirty (30) days prior to the date of such meeting.

Section 7. The ~~federation annual convention~~ annual convention of each federation shall be held as provided in the federation bylaws, except that no federation shall schedule its convention to be held within the period of twenty (20) days prior to, during, or twenty (20) days following the convention of Kiwanis International, unless the Kiwanis International Convention is held within the geographical boundaries of the federation. Each member club of a federation, in good standing with Kiwanis International, with said federation and with its district shall be entitled in all conventions of its federation to three (3) delegates, one (1) of whom should be the president, said delegates to be selected and to have such powers as are prescribed in the federation bylaws. All federation officers, past ~~federation~~ presidents of the federation and past district governors of districts in the federation shall be delegates-at-large to the federation convention. Notice of the annual federation convention shall be received by the Secretary of Kiwanis International at least six (6) months prior to the dates of the convention.

Section 8. Within thirty (30) days after the close of ~~any~~ a convention, ~~of any~~ a meeting of the board of trustees, ~~and of any~~ or a conference of the officers of a federation, the federation secretary ~~thereof~~ shall send to the Secretary of Kiwanis International ~~make~~ a written report ~~in writing~~ of the proceedings, approved by the Federation President~~,~~. ~~and shall send the same to the Secretary of Kiwanis International.~~ This report ~~need not be a verbatim transcript of the entire proceedings, but~~ shall summarize the proceedings, provide a synopsis of all actions taken, and include copies of all adopted ~~resolutions,~~ federation bylaw amendments, resolutions and recommendations. ~~adopted, and a complete synopsis of all actions taken.~~

Section 9. Official delegates of a newly organized Kiwanis club~~s~~ within the geographical boundaries of the federation shall be granted full privileges at federation conventions after the charter has been ~~issued~~ approved by the Board of Trustees of Kiwanis International, ~~whether or~~ even if it has not ~~then~~ been formally presented to such clubs.

Section 10. The administrative and fiscal year of all federations shall begin on the first day of October of each year.

Section 11. The board of trustees of the federation, ~~may, so far as is~~ if practicable, may assign an official representative ~~to each district within the federation~~ to attend the district's convention. of the districts within the federation.

VII. DUTIES OF OFFICERS

Section 1. President. The President shall preside at all conventions and at all meetings of the Board of Trustees, Executive Committee, and ~~the~~ International Council of Kiwanis International. ~~He~~ The President shall be ~~its~~ the chief executive officer, exercising general supervision over the work and activities of Kiwanis International. and ~~He~~ shall perform such other duties as usually pertain to the office of President.

Section 2. President-elect. The duties of the President-elect shall be such as are from time to time assigned by the Board of Trustees.

Section 3. Immediate Past President. The ~~duties of the~~ Immediate Past President, shall perform the duties that are ~~except as otherwise~~ provided in the Constitution and Bylaws, or as may ~~shall~~ be ~~such as are~~ from time to time assigned by the Board of Trustees.

Section 4. Vice-Presidents. ~~Subject to the provisions of Article XIII, Section 6, of these Bylaws, and in the event of the inability of the President to perform his duties, the Board of Trustees by a two-thirds (2/3) vote of the entire Board of Trustees shall elect one of the Vice-Presidents to perform the duties of, and to have the same authority as, the President. Upon the removal of his inability, the President shall resume the duties of his office.~~ The Vice-Presidents shall ~~also~~ perform such ~~other~~ duties as usually pertain to the office or as may be assigned to them by the President or the Board of Trustees.

Section 5. District Governors. Under the direction and supervision of the Board of Trustees of Kiwanis International, ~~each~~ District Governors shall have the duty of furthering the Objects of Kiwanis International and of promoting the interests of the chartered clubs within ~~his~~ their districts.

Section 6. Secretary. The Secretary shall be the active managing officer of Kiwanis International under the supervision and direction of the President and the Board of Trustees. ~~He~~ The Secretary shall assist the President and the Board of Trustees in conducting the business of Kiwanis International, and shall perform such duties as are specified or implied in the Constitution and Bylaws, or as may be assigned ~~to him~~ by the Board of Trustees.

~~He~~ The Secretary shall attend all meetings of the Board of Trustees, the Executive Committee, and the International Council, and all conventions of Kiwanis International, and shall act as the Secretary thereof but shall have no vote.

~~He~~ The Secretary shall sign all documents issued by Kiwanis International when required; shall affix the corporate seal of the organization when required; shall keep the accounts; shall receive all monies paid to Kiwanis International, and shall turn the same over to the Treasurer within thirty (30) days after receipt thereof, taking the Treasurer's receipt therefor.

~~He~~ The Secretary shall make a report to Kiwanis International at the Annual Convention and such other reports as directed by the President or the Board of Trustees. ~~His~~ The financial accounts, records and books of Kiwanis International shall at all times be open to the inspection of the President, the Board of Trustees, and any auditors named by the Board of Trustees. ~~He~~ The Secretary shall give bond for the faithful discharge of ~~his~~ the duties of such office in a sum and with such sureties as are required by the Board of Trustees.

~~He~~ The Secretary shall be the ~~in~~ executive in charge of the ~~headquarters of~~ Kiwanis International Office, regional offices, and ~~its~~ their ~~several~~ departments, and shall be responsible for the selection and the supervision of the staff and ~~workers~~ employees, subject to the direction and control of the Board of Trustees. ~~He~~ The Secretary shall act as Editor of the official publication of Kiwanis International with duties as defined in Article XVII of these Bylaws.

Section 7. Treasurer. The Treasurer shall receive from the Secretary all funds paid to Kiwanis International and shall deposit the same in the official depositories designated by the Board of Trustees, and shall disburse the same by order of said Board of Trustees. ~~His~~ The accounts and books of the Treasurer shall at all times be open to the inspection of the President, the Board of Trustees, and any auditors named by the Board of Trustees.

~~He~~ The Treasurer shall make a report at the Annual Convention of Kiwanis International and at such other times as the President or the Board of Trustees may require. ~~He~~ The Treasurer shall give bond for the faithful discharge of ~~his~~ the duties of such office in a sum and with such sureties as are required by the Board of Trustees.

VIII. BOARD OF TRUSTEES

Section 1. The Board of Trustees of Kiwanis International shall hold not less than three (3) meetings each year ~~meet~~ at such times and places as may be determined by action of the Board, by call of the President, or by the written request of at least seven (7) members of the Board~~,~~. ~~provided there shall be at least three (3) meetings each year.~~ A written notice of the time and place of all meetings of the Board of Trustees shall be mailed to each member of the Board by the Secretary not less than thirty (30) days prior to said meeting.

Section 2. With the approval of the President, the Board of Trustees ~~may~~, without meeting together, may transact business by mail by voting upon proposed resolutions mailed to them by the Secretary. ~~with the approval of the President.~~ If within twenty (20) days thereafter, a majority of the members of the Board of Trustees shall send in writing to the Secretary their vote in favor of any such resolution, said resolution shall be deemed carried, otherwise, it shall fail~~,~~; provided, however, that no such affirmative action shall go into effect for ten (10) days after the Secretary, by registered mail, shall have sent to each ~~Trustee~~ member of the Board of Trustees a report of the tabulated result of such vote~~,~~. The ballots, before being destroyed, ~~of which~~ are to be produced at the following meeting of the Board of Trustees. ~~or the Executive Committee before being destroyed.~~

Section 3. Nine (9) members of the Board of Trustees shall constitute a quorum for the transaction of all business, except in cases where a larger vote is required under the Constitution or these Bylaws.

Section 4. The Board of Trustees shall establish and implement a ~~strategic management~~ long range plan for Kiwanis International. The plan shall be ~~annually~~ reviewed annually and revised as necessary.

IX. CONVENTIONS

Section 1. The Annual Convention of Kiwanis International shall be held at such time during the months of May, June, or July as shall be determined by the Board of Trustees, ~~said determination to be effected~~ not less than ninety (90) days prior to the date of said convention.

Section 2. The selection of the city in which the Annual Convention of Kiwanis International is to be held shall be made by the Board of Trustees at least three years before said convention, provided said Board of Trustees shall have the power to substitute another city in case circumstances later make such action necessary or advisable.

Section 3. The time and the place of special conventions of Kiwanis International shall be determined by the majority vote of the Board of Trustees.

Section 4. The Secretary shall mail to each chartered club an official call to the Annual Convention at least ninety (90) days prior to the date of the convention, and an official call for any special convention at least thirty (30) days prior to the date of the same.

Section 5. The Board of Trustees shall have full supervision and management of all conventions of Kiwanis International and shall announce the official program and order of business of each convention.

Section 6. The officers of each annual or special convention shall be the officers of Kiwanis International. At or prior to any convention, the President may appoint a Recording Secretary of the convention to assist the President and the Secretary.

Section 7. At each duly called convention or prior thereto, the President shall appoint a Sergeant at Arms of the convention and such Assistant Sergeants at Arms as ~~he~~ may be deemed necessary or advisable.

Section 8. At each duly called convention or prior thereto, the President shall appoint a Committee on Credentials and a Committee on Elections, each to consist of at least fifteen (15) members from chartered Kiwanis clubs. In the case of the Committee on Elections all members shall be delegates or delegates-at-large. Five (5) members of each of the foregoing committees shall constitute a quorum.

Section 9. Each chartered club in good standing ~~shall~~, at the time of electing its delegates for a convention as herein specified, shall choose two (2) alternates, designated as alternate number one (1) and alternate number two (2)~~,~~. ~~who~~ Such alternates will serve in the numerical order certified, for either of the two (2) delegates of the club, if either or both of such delegates shall be absent from the convention. Each delegate and alternate shall be an active, privileged, or senior member in good standing of the chartered club represented, or ~~occupy~~ be a ~~the office of~~ lieutenant governor, ~~or be~~ a past lieutenant governor, ~~representing any club in the division of which their present club is a part,~~ or ~~occupy~~ the ~~office of~~ district secretary~~,~~. ~~in which case~~ The lieutenant governor ~~and~~ or a past lieutenant governor may each represent any club ~~each~~ but only in ~~their~~ the division of which the lieutenant governor's or past lieutenant governor's present club is a member and not otherwise represented by two (2) delegates. ~~or~~ The district secretary may represent any club in ~~his~~ the secretary's district not otherwise represented by two (2) delegates~~;~~. ~~and they~~ The lieutenant governor, past lieutenant governor, or district secretary shall be elected by such clubs not less than sixty (60) days prior to the date of any Annual Convention, ~~and~~ or not less than twenty (20) days prior to the date of any special convention~~;~~. ~~and~~ Their election shall be evidenced by a certificate duly authenticated by the president and the secretary of the club. The status of persons as ~~the~~ past lieutenant governors ~~as a past lieutenant governor~~ shall be certified by the district governor or district secretary. In the event any chartered club shall fail to certify the election of its delegates and alternates as herein set forth, then the Committee on Credentials shall ~~have the right to~~ determine ~~as to~~ the seating of the delegates or alternates for such chartered club.

Section 10. Official delegates of a newly organized Kiwanis club~~s~~ shall be granted full privileges at International Conventions after the charter has been ~~issued~~ approved by the Board of Trustees of Kiwanis International, ~~whether or~~ although it has not ~~then~~ been formally presented to such club~~s~~.

Section 11. The Board of Trustees shall establish a uniform registration fee to be paid to Kiwanis International by all persons attending any convention of the organization. ~~The proceeds derived from such registration fees shall be expended solely in accordance with the provisions of the annual budgets hereinafter referred to.~~ No delegate shall be entitled to vote in a convention unless and until ~~his~~ the delegate's registration fee has been paid.

Section 12. The quorum of any convention of Kiwanis International shall consist of not less than five hundred (500) delegates and delegates-at-large, provided that in time of ~~war or national~~ emergency, three hundred (300) delegates and delegates-at-large shall constitute a quorum.

X. CONVENTION PROCEDURE

Section 1. The official program of a convention as approved by the Board of Trustees shall be the order of the day for ~~all sessions~~ the convention. Changes in the program may be made from time to time by a majority vote of the delegates and delegates-at-large present and voting.

Section 2. All proposed resolutions shall be submitted to the Secretary of Kiwanis International by the International Board of Trustees, districts or chartered clubs, at least sixty (60) days prior to the date of the Annual Convention. Within two weeks thereafter, the International Committee on Resolutions shall meet to consider such proposed resolutions as well as any resolutions which may be initiated by the committee. The International Secretary shall send a copy of all resolutions recommended by the committee, other than memorial and appreciation resolutions, to each chartered club not later than thirty (30) days prior to the convention.

No resolutions other than those so sent to chartered clubs shall be considered by the Convention unless recommended by the International Board of Trustees ~~shall recommend,~~ by a two-thirds (2/3) vote~~,~~. ~~consideration of such resolutions by the Resolutions Committee.~~

Debate on any resolution shall not be in order until it has been reported out by the Resolutions Committee. At any time prior to the voting thereon by the delegate body, the Resolutions Committee shall be authorized to make editorial changes in any resolution provided the import of the resolution is not changed thereby.

Section 3. Reports of committees, communications to the convention, resolutions ~~presented by the Committee on Resolutions,~~ and all motions ~~save such as are known to parliamentary practice as~~ may be debated upon the floor of the convention, except those "undebatable~~,~~" under Robert's Rules of Order Newly Revised, or the convention ~~may be debated upon the floor of the convention, unless~~ by a two-thirds (2/3) vote, ~~the convention decides to dispose of them without~~ dispenses with debate. No Kiwanian shall speak in convention longer than five (5) minutes at one time, except as provided in the order of the day or by a majority vote. The members of the Committee on Resolutions shall have the privilege of the floor during the time that the resolutions are being considered by the delegate body, but no member of the Resolutions Committee shall have the right to vote on the resolutions unless said member is an accredited delegate.

XI. DESIGNATION OF OFFICERS AFTER THEIR ELECTION AND BEFORE THEIR ASSUMPTION OF OFFICE

Section 1. After their election and before their assumption of office, all officers of Kiwanis International and of the districts thereof shall be known and designated by the titles of the offices to which they have respectively been elected followed by the term "designate."

XII. NOMINATION AND ELECTION OF OFFICERS

Section 1. The official program of the Annual Convention shall indicate the days and the ~~hours~~ time of the session for the nomination and election of officers and shall be subject to change only in accordance with the rules of convention procedure.

Section 2. The Committee on Elections shall have general charge of the election, ~~and of the printing, the distributing, and the counting~~ including the distribution and tabulation of the ballots.

Section 3. At the first business session of an Annual Convention, the President of Kiwanis International shall ~~at the first business session of an Annual Convention~~ give notice of, and cause to be called, a conference of representatives of the several districts, to determine and to submit to the convention nominations for the several offices to be filled at the convention. The conference is to be constituted as provided herein and to proceed as follows:

a. The conference shall consist of three (3) registered delegate representatives from each of the several districts selected by the majority vote of the duly registered delegates thereof at a meeting called by the Governor of such district or, ~~in his absence,~~ if absent, by the most recent Past Governor present at the convention or, in the absence of the Governor ~~or~~ and any Past Governor, by the President of Kiwanis International. At said meeting the Governor or, ~~in his absence,~~ if absent, the most recent Past Governor present at the convention shall preside. If none of these officers be present, the delegates at said meeting shall select a chairman from among those in attendance. The chairman shall forthwith certify to the Secretary of Kiwanis International the names of the three (3) representatives selected.

b. A majority of the registered delegates, including delegates-at-large as shown by the report of the Committee on Credentials, shall constitute a quorum in the district delegation.

c. No persons other than the representatives selected to the conference ~~as aforesaid~~ and the chairman of the conference shall be eligible or be permitted to attend or to participate in the proceedings of the conference.

d. The chairman of the conference shall be the Immediate Past President of Kiwanis International or, ~~in his absence,~~ if absent, ~~his~~ the ~~immediate predecessor, and so on,~~ most recent Past President in attendance, but without vote. In the event of the absence of all the Past Presidents, the conference shall appoint one (1) of its members to act as chairman with the right to vote. The conference shall further appoint one (1) of its members to act as secretary, and the chairman of the conference may appoint such tellers as may be considered necessary.

e. It shall be the duty of the Secretary of Kiwanis International at the session of the House of Delegates prior to the meeting of the Conference on Nominations to announce to the convention the posting or publication, or both, of the complete list of the representatives to the conference called by the President.

f. The conference of said representatives shall be held on the ~~second~~ day ~~of the Annual Convention at a time and place to be designated and announced to the convention.~~ preceding the election of officers and trustees. Two-thirds (2/3) of said representatives shall constitute a quorum.

g. Upon completion of organization as above outlined, the conference shall proceed to select candidates for the offices of President, President-elect, two (2) Vice-Presidents, Treasurer and Trustees of Kiwanis International to be submitted to the Annual Convention in accordance with the following provisions:

(1) The conference shall submit to the Annual Convention the name of the President-elect as the sole candidate for the office of President and shall submit all candidates suggested to the conference for the following offices: President-elect, two (2) Vice-Presidents, and Treasurer. Provided, however, if more than two (2) candidates are suggested to the conference for either the office of President-elect or ~~the office of~~ Treasurer, or more than four (4) candidates for the two (2) offices of Vice-President, the conference shall ballot, each delegate casting one (1) vote for one (1) candidate for each such office separately and in such vote, the two (2) candidates receiving the highest number of votes for either the office of President-elect~~,~~ or ~~the office of~~ Treasurer, and the four (4) candidates receiving the highest number of votes for the two (2) offices of Vice-President shall be submitted by the conference to the Annual Convention.

(2) The conference shall next proceed to consider~~ation of~~ the candidates for the office of Trustee.

The Secretary of Kiwanis International shall have submitted to the conference upon its convening the certification of the number of Trustees to be elected by the current Annual Convention for two-year terms and one-year terms, if any.

(a) The Secretary shall certify the number of Trustee positions potentially available for candidates from Region I and those non-guaranteed Trustee positions potentially available for candidates from Regions II, III, IV, and V. The conference shall submit to the Annual Convention all candidates for the office of Trustee from Region I suggested to it up to such number so certified by the Secretary plus three (3). The conference shall submit to the Annual Convention all candidates for the office of Trustee from Regions II, III, IV, and V suggested to it up to such number so certified by the Secretary plus three (3). In the event a lesser number is suggested to the conference, such number shall be submitted. If more candidates than such number plus three (3) are suggested to the conference from Region I, then the conference shall ballot, each delegate voting for the number of Trustees to be elected and those candidates equaling the number of Trustees to be elected from Region I by the Annual Convention plus three (3) who receive the greater number of votes shall be submitted by the conference to the Annual Convention. If more candidates than such number plus three (3) are suggested to the conference from Regions II, III, IV, and V, then the conference shall ballot, each delegate voting for the number of Trustees to be elected and those candidates equaling the number of Trustees to be elected from Regions II, III, IV, and V by the Annual Convention plus three (3) who receive the greater number of votes shall be submitted by the conference to the Annual Convention.

(b) In the event of the necessity for election of a Trustee for a one-year term (as provided in Article XII, Section 11 of the Bylaws), the conference must submit at least one (1) candidate for each such one-year term but not more than two (2) candidates for each such one-year term.

(c) For ~~the~~ a Region II, III or IV guaranteed representative, the conference shall submit to the Annual Convention for election the candidate for the office of Trustee who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved for such Region by the Board of Trustees. In the event of the necessity for election of a Trustee for a one-year term (as in Article XII, Section 11 of the Bylaws), the conference shall submit the candidate who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved for such Region by the Board of Trustees.

~~(d) For the Region III guaranteed representative, the conference shall submit to the Annual Convention for election the candidate for the office of Trustee who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved by the Board of Trustees. In the event of the necessity for election of a Trustee for a one-year term (as in Article XII, Section 11 of the Bylaws), the conference shall submit the candidate who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved by the Board of Trustees.~~

~~(e) For the Region IV guaranteed representative, the conference shall submit to the Annual Convention for election the candidate for the office of Trustee who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved by the Board of Trustees. In the event of the necessity for election of a Trustee for a one-year term (as in Article XII, Section 11 of the Bylaws), the conference shall submit the candidate who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved by the Board of Trustees.~~

(3) No person shall be suggested to the conference as a candidate for any office without the written consent of such person having first been obtained.

h. Prior to the convening of the next regular session of the Annual Convention succeeding the adjournment of the conference, the presiding officer of the conference shall certify to the Secretary of Kiwanis International the result of the conference as to all recommendations for nomination for each office. The recommendations shall be verified by the tellers and secretary of the conference and preserved by the Secretary of Kiwanis International until the adjournment of the convention.

i. When the nomination of candidates for the offices of Kiwanis International shall become the order of business of the Annual Convention, the report of the conference shall be presented by the Secretary of Kiwanis International. The candidates shall be nominated and voted upon in the following order: President, President-elect, Vice-Presidents, Treasurer, and Trustees.

j. Except as otherwise provided in these Bylaws, nothing contained in this section shall be construed as limiting the right to make further nominations from the floor of the convention, provided the written consent of persons so nominated has been obtained~~.~~ and presented to the Secretary prior to the nomination.

~~Section 4. Before the opening of the polls, the Secretary shall provide the Committee on Elections with a list of the delegates and delegates-at-large as shown by the report of the Committee on Credentials.~~

Section ~~5~~4. The voting shall be by ballot only where there are two or more candidates for the same office. Ballots shall be numbered consecutively. ~~No~~ Only accredited delegates or delegates-at-large shall be allowed to vote. ~~unless his name appears on the delegate list mentioned in Section 4. Upon adoption, this amendment shall be given immediate effect.~~

Section ~~6~~5. A majority of all votes cast for each position shall be necessary for the election of the President, the President-elect, the Vice-Presidents, and the Treasurer. In the event that any ballot cast does not show a majority for any nominee for the foregoing offices, the President shall designate a time and a place for further balloting for such office. Prior to the second ballot, the nominee having the lowest vote on the first ballot shall be dropped; and on each succeeding ballot, the same procedure shall be followed until some nominee shall have received a majority of all votes cast.

Section ~~7~~6. No ballot for Vice-President shall be counted whereon it appears that the elector has voted for a greater or lesser number of nominees for said office than there are vacancies to be filled.

Section ~~8~~7. The nominee for a guaranteed office of Trustee from one or more of Regions II, III, or IV shall be presented to the delegate body in the report of the Conference on Nominations and shall be declared by the President elected to the Board of Trustees as of the ~~following~~ ensuing October 1.

Section ~~9~~8. The nominees for Trustees for regular two-year terms, except those whose election has been provided for in Section ~~8~~7 above, receiving the greater number of votes shall be declared elected. When necessary to fulfill the requirements of guaranteed representation for the at-large position of Trustee from Regions II, III, IV, or V, as provided in Article IX, Section 1 c(2) of the Constitution, the nominee from Region II, III, IV, or V receiving the greater number of votes shall be declared elected. No ballot for Trustee shall be counted whereon it appears that the elector has voted for a greater or lesser number of nominees than there are possible vacancies to be filled.

Section ~~10~~9. In the event that a vacancy occurs in the Board of Trustees by reason of the election of a Trustee to some other office, such vacancy or vacancies shall be filled as follows:

a. The presiding officer shall announce the total number and the term or terms of Trustees to be elected. The presiding officer shall also announce any vacancy or vacancies to be filled.

b. The delegates shall then vote for the total number of Trustees to be elected, no more and no less.

If, however, the Conference on Nominations has submitted to the Annual Convention only the same number of Trustees as the total number to be elected and the Trustees are to be elected for different terms, the delegates shall then vote for one less than the total number of Trustees to be elected, no more and no less.

c. Trustees shall be elected by the vote of the delegates present and voting and the nominees receiving the ~~largest~~ greater number of votes so cast shall be declared elected Trustees for the announced number of two-year terms; and those nominees receiving the next ~~largest~~ greater number of votes, respectively, shall be declared elected Trustees to fill the remaining vacancy or vacancies, if any, occurring during the election.

Section ~~11~~10. In case of any vacancy or vacancies occurring in the Board of Trustees during the first year of a two-year term, thus necessitating the election of a Trustee at the next Annual Convention for a one-year term, the Secretary of Kiwanis International shall inform all district governors, the President of the European Federation of Kiwanis International ~~Europe~~ and the Asia-Pacific Conference Chairman that an election for the said one-year term will be held at the next International Convention after the vacancy has been created. ~~and that~~ Such nominations ~~may~~ shall be ~~submitted~~ considered by the Conference on Nominations in accordance with the procedures outlined in this Article including Section 3 g(2). ~~of this Article, such nominations to be presented to the Annual Convention by the Conference on Nominations.~~

Section ~~12~~11. Cumulative voting shall not be permitted.

Section ~~13~~12. The Committee on Elections shall report promptly to the convention the results of the balloting and the report shall be signed by a majority of the committee. After the committee has so reported, the chairman shall deliver all ballots to the Secretary to be kept ~~by him~~ for a period of ninety (90) days after the close of the convention when the ballots shall be destroyed.

~~Section 14. When the Board of Trustees shall by resolution declare that there exists a condition of national or international emergency, the Board of Trustees shall have power, by further resolution, to abrogate or change in any way any bylaw provisions relating to the Annual Convention or its procedure; and to fix different provisions for such Annual Convention and for the election of officers.~~

XIII. VACANCIES IN OFFICE

Section 1. In the event of a vacancy in the office of President during the administrative year, the Board of Trustees shall elect from among its own number a President for the unexpired term.

Section 2. In the event of a vacancy in the office of President-elect during the administrative year, the Board of Trustees shall elect from among its own number a President-elect for the unexpired term.

Section 3. In the event of a vacancy in the office of Vice-President or of Treasurer during the administrative year, the Board of Trustees shall elect a qualified member of a chartered club to fill the office for the unexpired term.

Section 4. In the event of a vacancy in the office of Trustee during the administrative year, subject to the provisions for guaranteed representation in Article IX of the Constitution, to fill such office, the Board of Trustees shall elect a qualified member of a chartered club ~~to fill such office~~ who shall serve only until the end of the administrative year.

Section 5. When, due to election results, any Region is not represented by its minimum number of guaranteed representatives on the Board of Trustees, as defined in Article IX of the Constitution, the said Region shall certify to the Secretary of Kiwanis International, at the Annual Convention and pursuant to the procedure approved by the Board of Trustees, the name of its nominee who shall be seated by the Board of Trustees as a Trustee to serve for a term of two (2) years.

Section 6. In the event the President ~~shall be~~ is temporarily ~~so~~ incapacitated ~~as to be~~ and unable to discharge the duties of ~~his~~ the office, the Board of Trustees, by a two-thirds (2/3) vote, of the entire Board of Trustees, shall elect one of the Vice-Presidents to become Acting President until the President is able to resume ~~his~~ those duties. While the President is incapacitated, the Acting President shall be the executive officer of Kiwanis International and shall have all the duties, responsibilities, and authority given to the President by the Constitution and Bylaws. If, after a period of sixty (60) days, it shall appear to the Board of Trustees that the President continues to be incapacitated and ~~that he~~ is not able to resume the duties and responsibilities of ~~his~~ the office, the Board of Trustees may declare the office of President vacant and the vacancy shall be filled in accordance with the provisions for filling vacancies in office as ~~contained~~ prescribed in the Constitution and Bylaws.

Section 7. Whenever it shall appear to the President that any member of the Board of Trustees is failing to perform the duties of ~~his~~ the office, the President shall give such member of the Board of Trustees ~~immediate~~ written notice of the facts and shall indicate that at the next regularly scheduled meeting of the Board of Trustees, consideration shall be given to such facts and reasons why the office should be declared vacant. In the event that the Board of Trustees shall find the alleged facts to be true, the Board of Trustees shall have the power by a two-thirds (2/3) vote of the entire Board of Trustees to declare such office vacant and the vacancy shall be filled in accordance with the provisions for filling vacancies in office as ~~contained~~ prescribed in the Constitution and Bylaws.

~~Section 8. In any year in which no Annual Convention is held, the International Council in such year shall elect a qualified member of a chartered club for the succeeding administrative year for each of the following offices: President, President-elect, Vice-President and Treasurer, and Trustee for the normal term of said office.~~

Section ~~9~~8. In the event~~, after his election and before October first,~~ of disability or inability of any member-designate of the Board of Trustees to serve for the year for which ~~he was~~ elected, as certified by the President-designate and affirmed by a two-thirds (2/3) vote of the entire Board of Trustees-designate, ~~and as certified by the President-designate and affirmed by the Board of Trustees-designate,~~ the Board of Trustees-designate ~~for the year beginning October first~~ shall proceed ~~forthwith~~ to elect ~~his~~ a successor for ~~in the manner now provided for filling vacancies in office during~~ the administrative year~~.~~ in accordance with the provisions for filling vacancies in office as prescribed in the Constitution and Bylaws.

Section ~~10~~9. In the event of a vacancy in the office of District Governor for any district during the administrative year, the vacancy shall be filled by the board of trustees of said district from their own members or from former lieutenant governors who are active, privileged, or senior members of Kiwanis clubs thereof. However, in any year in which a condition of emergency compels the cancellation of the annual district convention, the ~~District Governor for the following year~~ district officers to be elected under the district bylaws at the annual convention shall be elected for ~~one (1)~~ the following year by a district council meeting held during the period provided for ~~the~~ district conventions, such council to be comprised of the district board of trustees and other persons who would have had the status of delegates-at-large at the cancelled convention.

Section ~~11~~10. In the event~~, after his election and before October first,~~ of disability or inability of a Governor-designate to serve for the year for which ~~he was~~ elected, as certified by the District Governor and affirmed by a two-thirds (2/3) vote of the entire district board of trustees-designate, the district board of trustees-designate for said year shall proceed ~~forthwith~~ to elect ~~his~~ a successor ~~in the manner now provided~~ as prescribed in the district bylaws for filling vacancies in office during the administrative year.

Section ~~12~~11. In the event that a District Governor is ~~for any district shall be~~ temporarily ~~so~~ incapacitated ~~as to be~~ and unable to discharge the duties of ~~his~~ the office, the district board of trustees ~~of said district may appoint~~ shall elect by a two-thirds (2/3) vote of the entire district board of trustees a Past Governor, ~~of said district or one of the~~ lieutenant governors~~,~~ or ~~former~~ a past lieutenant governors of that district, who is an active, privileged, or senior member of a Kiwanis club in ~~that~~ the district, to become Acting Governor of the district until the District Governor is able to reassume ~~his~~ said duties. While the District Governor is so incapacitated, the Acting Governor shall be the executive officer of the district and shall have all the duties, responsibilities, and authority given to the District Governor by the bylaws of the district and the Constitution and Bylaws of Kiwanis International. If, after a period of sixty (60) days, it shall appear to the district board of trustees ~~of the district~~ that the District Governor continues to be incapacitated and ~~that he~~ is not able to reassume the duties and responsibilities of ~~his~~ the office, the district board of trustees ~~of the district~~ may declare the office of District Governor vacant and the vacancy shall be filled in accordance with the provisions for filling vacancies in office as ~~contained~~ prescribed in the district bylaws~~. of the district.~~

XIV. EXECUTIVE ~~AND FINANCE~~ COMMITTEES

Section 1. The Executive Committee shall meet at the call of the President or upon the written request of at least three (3) members of the committee. Notice in writing of such meetings shall be sent by the Secretary not later than ten (10) days prior to the date of the meeting ~~and a copy of said notice shall be sent also~~ to ~~each~~ all members of the Board of Trustees~~. not a member of said committee.~~ Four (4) members of the Executive Committee shall constitute a quorum.

~~Section 2. The Committee on Finance shall meet immediately prior to each meeting of the Executive Committee and of the Board of Trustees and at such other times as may be determined by the chairman with the approval of the President. Notice of such meetings shall be given the members by the chairman. A quorum of the Committee on Finance shall consist of a majority of the same.~~

XV. INTERNATIONAL AND STANDING COMMITTEES

Section 1. The President-elect of Kiwanis International, with the consent of the Board of Trustees, shall appoint during ~~his~~ the term of office as President-elect such International Committees as will make it possible ~~for him~~ to give direct and effective leadership. The International Committees authorized by this Article shall serve for the administrative year for which they are appointed.

Section 2. The duties of the International Committees shall be as defined by the President-elect with the consent of the Board of Trustees.

Section 3. The International Committees shall consist of not less than three (3) nor more than five (5) members, except as otherwise noted in this Article, with one (1) member of each committee being named as chairman by the President, or by the President-elect for those committees appointed by ~~him as~~ the President-elect. If an International Committee is subdivided geographically, each subdivisions shall have no more than four (4) members~~;~~. ~~one (1) of whom shall be named as vice-chairman by the President-elect.~~

Section 4. There shall be a Standing Committee of Past International Presidents, which shall be composed of all the Past International Presidents, and there shall be added thereto each year the retiring Immediate Past International President. The quorum of the Committee of Past International Presidents shall be five (5).

Section ~~8~~5. The Committee of Past International Presidents shall consider and report to the International Board of Trustees its conclusions on all matters referred to it. It ~~shall~~ may initiate subjects for consideration, and report ~~to said Board~~ its conclusions~~.~~ to said Board. A summary of the committee's ~~its~~ proceedings shall be provided to each member of the committee, ~~and to~~ the International President and ~~to~~ the International Secretary. The committee shall meet at the times of the International Council and the International Convention, and may hold such other meetings ~~at the call of the chairman,~~ as provided in Section 8 of this Article, ~~upon approval of the International President,~~ provided that such other meetings shall not be held less than thirty (30) days prior to the Annual Convention.

Section ~~5~~6. There shall be a Standing Committee on Resolutions, which shall consist of ~~not less than~~ seven (7) members from chartered clubs, at least one (1) of whom shall be a Past President of Kiwanis International. The quorum of the Committee on Resolutions shall be four (4).

Section ~~9~~7. The Committee on Resolutions shall consider and make recommendations of resolutions to be submitted for action at International Conventions. ~~and make recommendations thereon. Only~~ Resolutions shall be considered by the Committee only if submitted by the International Board of Trustees, a district~~s~~, board of trustees or house of delegates, ~~and~~ or a ~~chartered~~ club~~s shall be considered.~~ by a majority vote of the club members. The Committee shall also have the authority to originate resolutions and to modify, combine, ~~and~~ edit or not accept any ~~all~~ resolution~~s~~ submitted to it. When the Board of Trustees of Kiwanis International proposes ~~shall certify~~ to the Resolutions Committee the major emphasis program or programs ~~the Board proposes~~ for the ensuing administrative year, the Committee on Resolutions shall embody such program or programs in an appropriate resolution or resolutions. ~~and present the same for delegate action at the International Convention.~~

Section ~~6~~8. Any International or Standing Committee shall meet at the call of its chairman upon the approval of the International President~~,~~. ~~and~~ Written notice~~s~~ of such meetings shall be received by the Secretary of Kiwanis International at least thirty (30) days in advance of the date of the meeting.

Section ~~7~~9. All International and Standing Committees shall report to and as requested by the President ~~and~~ or the Board of Trustees.

XVI. SPECIAL COMMITTEES

Section 1. Special committees shall consist of at least three (3) members.

Section 2. Special committees shall meet at the call of the chairman upon the approval of the President, and notices of such meeting shall be received by the Secretary of Kiwanis International at least ten (10) days in advance of the date of meeting.

Section 3. Special committees shall report to and as requested by the President ~~and~~ or the Board of Trustees~~;~~. ~~and any such committee report may be made public with the approval of the Board of Trustees. In addition to making such reports between conventions, each special committee shall make a report to the Annual Convention if so instructed by the Board of Trustees.~~

XVII. OFFICIAL PUBLICATION

Section 1. The Board of Trustees shall determine ~~have full control of all questions of~~ the editorial and publication ~~policy~~ policies of the official publication.

Section 2. The Secretary, as Editor, shall be responsible ~~have complete charge of, and responsibility~~ for~~,~~ the issuance of the official publication, subject to the direction and control of the Board of Trustees. ~~He~~ The Secretary may select, as determined by the Board of Trustees, such additional ~~workers~~ staff as may from time to time be deemed necessary to assist in the ~~work~~ production of the official publication. The Secretary shall receive no additional compensation for performing ~~his~~ the duties ~~as~~ of Editor.

VIII. Officers

~~Section 7. The term of office of Trustees elected at each annual convention shall be two (2) years, except for those Trustees elected to fill vacancies as specified in Article XII, Section 10 and 11, of the Bylaws. No Trustee shall serve for more than two (2) consecutive two-year terms as a Trustee.~~

Section 7. Trustees

a. The term of office of Trustees elected at each annual convention shall be three (3) years, except as hereinafter specified, and also except for those Trustees elected to fill vacancies, as specified in Article XII, Sections 10 and 11 of the Bylaws. Except as provided in Section 7c (2), no person shall serve for more than four (4) years in the office of Trustee.

b. At the annual convention in 1989:

(1) Two (2) Trustees shall be elected for a term of two (2) years, and four (4) Trustees shall be elected for a term of three (3) years.

(2) Any guaranteed representative Trustee selected by Region IV shall be elected for a term of two (2) years; if two Trustees who have served more than one year as a Trustee are re-elected, said Trustee selected by Region IV shall be elected for a term of three (3) years.

(3) Any Trustee, who has served more than one year as a Trustee and is re-elected, shall be elected for a term of two years; if such Trustee is not re-elected, the nominees receiving the greater number of votes so cast shall be declared elected as Trustees for the term of three (3) years, and the nominee receiving the next greater number of votes shall be elected for a term of two (2) years.

c. At the annual convention in 1990:

(1) Two (2) Trustees shall be elected for a term of one (1) year, and four (4) Trustees shall be elected for a term of three (3) years.

(2) A Trustee shall be selected by Region III and shall be elected or re-elected for a term of three (3) years.

(3) Any Trustee, except as provided in Section 7c (2), who has served not more than two years as a Trustee and is re-elected, shall be elected for a term of one (1) year; if such Trustee is not re-elected, the nominees receiving the greater number of votes so cast shall be declared elected as Trustees for the term of three (3) years, and the nominee receiving the next greater number of votes shall be elected for a term of one (1) year.

d. At the annual conventions after 1990, four (4) Trustees shall be elected for a term of three (3) years.

BYLAWS

Amend Article XII, Sections 3g (2); 3g (2)(b), (c), (d), and (e); 9; 10; and 11; Article XIII, Section 5, of the Bylaws of Kiwanis International as follows:

Article XII. Nomination and Election of Officers

Section 3g (2) The conference shall next proceed to consid~~eration of~~ the candidates for the office of Trustee. The Secretary of Kiwanis International shall have submitted to the conference upon its convening his certification of the number of Trustees to be elected by the current Annual Convention for three-year, two-year ~~terms~~ and one-year terms~~, if any~~.

(a) No change from present provision.

(b) In the event of the necessity for election of a Trustee for a two-year or one-year term (as provided in Article XII, Section 11 of the Bylaws), the conference must submit at least one (1) candidate for each such two-year or one-year term but not more than two (2) candidates for each such ~~one-year~~ term.

(c) For ~~the~~ a Region II, III or IV guaranteed representative, the conference shall submit to the Annual Convention for election the candidate for the office of Trustee who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved for such Region by the Board of Trustees. In the event of the necessity for election of a Trustee for a two-year or one-year term (as in Article XII, Section 11 of the Bylaws), the conference shall submit the candidate who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved for such Region by the Board of Trustees.

~~(d) For the Region III guaranteed representative, the conference shall submit to the Annual Convention for election the candidate for the office of Trustee who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved by the Board of Trustees. In the event of the necessity for election of a Trustee for a one-year term (as in Article XII, Section 11 of the Bylaws), the conference shall submit the candidate who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved by the Board of Trustees.~~

~~(e) For the Region IV guaranteed representative, the conference shall submit to the Annual Convention for election the candidate for the office of Trustee who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved by the Board of Trustees. In the event of the necessity for election of a Trustee for a one-year term (as in Article XII, Section 11 of the Bylaws), the conference shall submit the candidate who has been certified to the Secretary of Kiwanis International pursuant to the procedure approved by the Board of Trustees.~~

Section 9. The nominees for Trustees for regular three~~-two~~-year terms, except those whose election has been provided for in Section 8 above, receiving the greater number of votes shall be declared elected. When necessary to fulfill the requirements of guaranteed representation for the at-large position of Trustee from Regions II, III, IV, or V, as provided in Article IX, Section 1 c(2) of the Constitution, the nominee from Region II, III, IV, or V receiving the greater number of votes shall be declared elected. No ballot for Trustee shall be counted whereon it appears that the elector has voted for a greater or lesser number of nominees than there are possible vacancies to be filled.

Section 10.

c. Trustees shall be elected by the vote of the delegates present and voting and the nominees receiving the ~~largest~~ greater number of votes so cast shall be declared elected Trustees for the announced number of three- ~~two~~-year terms; and those nominees receiving the next ~~largest~~ greater number of votes, ~~respectively,~~ shall be declared elected ~~Trustees~~ to fill the two-year term or terms and the nominees receiving the next greater number of votes shall be declared elected Trustees to fill the one-year term or terms, if any. ~~remaining vacancy or vacancies, if any, occurring during the election.~~

Section 11. In case of any vacancy or vacancies occurring in the office of Trustee for more than one year ~~Board of Trustees during the first year of a two-year term~~, thus necessitating the election of a Trustee at the next Annual Convention for a two-year or one-year term, the Secretary of Kiwanis International shall inform all district governors, the President of Kiwanis International-Europe and the Asia-Pacific Conference Chairman that an election for the said two-year or one-year term will be held at the next International Convention after the vacancy has been created and that nominations may be submitted in accordance with procedures outlined in Section 3 (g)2 of this Article, such nominations to be presented to the Annual Convention by the Conference on Nominations.

XIII. Vacancies in Office

Section 5. When, due to election results, any Region is not represented by its minimum number of guaranteed representatives on the Board of Trustees, as defined in Article IX of the Constitution, the said Region shall certify to the Secretary of Kiwanis International, at the Annual Convention and pursuant to the procedure approved by the Board of Trustees, the name of its nominee who shall be seated by the Board of Trustees as a Trustee to serve for a term of ~~two~~ ~~(2)~~ three (3) years.

THIS AMENDMENT IS ENDORSED BY THE BOARD OF TRUSTEES OF KIWANIS INTERNATIONAL.

PROPOSED AMENDMENT NO. 7 TO THE INTERNATIONAL CONSTITUTION

Submitted by the Iceland District of Kiwanis International.

Purpose: To provide that the house of delegates in each district will determine its district dues.

CONSTITUTION

Amend Article XIII, Section 3, of the Constitution of Kiwanis International as follows:

XIII. Revenue

Section 3. Each member club shall pay to the district with which it is affiliated, for each member, with the exception of honorary members, a sum of at least one dollar ($1.00) and not exceeding twenty-five dollars ($25.00) per annum, except when permitted by the Kiwanis International Board of Trustees, a district may determine the amount of its dues upon the approval of the affected district board and ratification by the district's convention, such amount to include all district charges other than registration fees paid by those in attendance at district conventions or conferences; and which shall be payable annually or semi-annually as fixed by the district bylaws. If these dues are payable annually, they shall be due on the first day of the first month of each administrative year and payable not later than sixty (60) days thereafter and shall be based upon the membership of the respective clubs as shown on their semi-annual reports to Kiwanis International as of the last day of the twelfth month of the administrative year; if payable semi-annually, they shall be due on the first day of the first and seventh months of each administrative year and payable not later than sixty (60) days thereafter and shall be based upon the membership of the respective clubs as shown by the semi-annual reports to Kiwanis International as of the last day of the twelfth and the sixth months of the administrative year respectively.

THIS AMENDMENT IS ENDORSED BY THE BOARD OF TRUSTEES OF KIWANIS INTERNATIONAL.

PROPOSED AMENDMENT NO. 8 TO THE INTERNATIONAL CONSTITUTION

Submitted by the Kiwanis Club of Lancaster, Pennsylvania.

Purpose: To require that Bylaw amendments passed by the International Council be presented for ratification at the next succeeding International convention.

CONSTITUTION

Amend, effective October 1, 1989, Article X, Section 3, and Article XVII, Section 1, of the Constitution of Kiwanis International as follows:

X. International Council

Section 3. The International Council shall confer with and advise the Board of Trustees on matters relating to Kiwanis International. By a vote of two-thirds (2/3) of the entire Council at its first meeting, the International Council may enact or amend the Bylaws of Kiwanis International as provided in Article XVII of the Constitution; provided a copy of any proposed amendment to the bylaws is sent to each member of the Council not less than thirty (30) days prior to the meeting of the Council. Such amendment(s) shall continue in effect only if approved at the next succeeding International Convention.

XVII. Bylaws and Amendments to Bylaws

Section 1. Bylaws for the government of Kiwanis International, not inconsistent with this Constitution, may be enacted and may be amended from time to time, as provided in Article X of this Constitution, or at a convention of Kiwanis International by a majority vote of the delegates and delegates-at-large voting. Proposed amendments to the Bylaws to be voted on at a convention (except those passed by the International Council and those initiated by the Board of Trustees) shall be received by the Secretary at least sixty (60) days prior to the date of the convention. The Secretary shall send a copy of all proposed amendments, including those amendments passed by the International Council to the secretary of each chartered club, not later than thirty (30) days prior to the date of the convention. Amendments to the Bylaws passed by the International Council shall remain in force ~~unless disapproved~~ if approved at the next succeeding convention.

THIS AMENDMENT IS OPPOSED BY THE BOARD OF TRUSTEES OF KIWANIS INTERNATIONAL.

PROPOSED AMENDMENT NO. 9 TO THE INTERNATIONAL CONSTITUTION

Submitted by the Kiwanis Club of Lancaster, Pennsylvania.

Purpose: To require the approval of affected clubs prior to formation of a federation.

CONSTITUTION

Amend, effective October 1, 1989, Article VII, Section 1, of the Constitution of Kiwanis International as follows:

VII. Federations

Section 1. For the purpose of promoting the best interests of Kiwanis, the International Board of Trustees has the authority to create, supervise, and control federations of districts and shall establish the boundaries of federations. The International Board of Trustees shall have the power to establish and change the boundaries of federations in such manner as it may deem best. Prior to any proposed change becoming effective, sixty (60) days' notice of a hearing before the International Board of Trustees shall be given to all affected clubs, districts, and federations in the geographical area affected, and a favorable vote of two-thirds (2/3) of the clubs affected shall be required.

THIS AMENDMENT IS OPPOSED BY THE BOARD OF TRUSTEES OF KIWANIS INTERNATIONAL.

PROPOSED AMENDMENT NO. 10 TO THE INTERNATIONAL BYLAWS

Submitted by the Kiwanis Club of Lancaster, Pennsylvania.

Purpose: To require publication of a financial summary of Kiwanis International in the KIWANIS Magazine prior to each International convention.

BYLAWS

Amend, effective October 1, 1989, Article XX, Section 2, of the Bylaws of Kiwanis International as follows:

XX. Audit of Accounts

Section 2. On or before the first day of March in each year, the Board of Trustees shall cause to be mailed to the Secretary of each chartered club the balance sheet and a statement of the receipts and expenditures of Kiwanis International for the previous fiscal year, duly certified by the auditors. A financial summary shall be published in KIWANIS Magazine prior to the annual convention.

THIS AMENDMENT IS NOT OPPOSED BY THE BOARD OF TRUSTEES OF KIWANIS INTERNATIONAL.

PROPOSED AMENDMENT NO. 11 TO THE INTERNATIONAL CONSTITUTION AND BYLAWS

Submitted by the Kiwanis Club of Lancaster, Pennsylvania.

Purpose: To eliminate the last remaining membership classifications from the Kiwanis International Constitution.

CONSTITUTION

Amend Article V, Section 4b, of the Constitution of Kiwanis International as follows:

V. Clubs

Section 4. Active Membership

b. An active member must be a person who is engaged in an occupation in a recognized line of business or vocation, or who having been so engaged has retired. ~~The number of members in any one given classification shall not exceed twenty percent (20%) of the total active membership.~~

BYLAWS

Amend Article II, Section 1 of the Bylaws of Kiwanis International as follows:

II. Membership in Clubs

Section 1. Membership in a chartered club shall not be granted to anyone who holds membership (other than honorary) in any other chartered Kiwanis club or service club of like character. The active members of a chartered club shall represent a cross section of occupations in the community in which the chartered club is located. ~~To promote this objective, the number of active members in any one classification shall not exceed twenty percent (20%) of the total active membership.~~

THIS AMENDMENT IS NOT ENDORSED BY THE BOARD OF TRUSTEES OF KIWANIS INTERNATIONAL.

PROPOSED AMENDMENT NO. 12 TO THE INTERNATIONAL BYLAWS

Submitted by the Kiwanis Club of Inland Center, San Bernardino, California.

Purpose: To provide that the minimum number of members for a prospective club shall be determined on the basis of the size and conditions of the community.

BYLAWS

Amend, effective October 1, 1989, Article III, Section 2, of the Bylaws of Kiwanis International as follows:

III. Building and Chartering of Clubs

Section 2. The minimum number of members of a prospective club for organization and charter shall be determined ~~by the Board of Trustees~~ on the basis of size and conditions of the community in which the club is to be built. The organization and charter membership shall not be less than twenty (20) active members.

THIS AMENDMENT IS OPPOSED BY THE BOARD OF TRUSTEES OF KIWANIS INTERNATIONAL.

PROPOSED AMENDMENT NO. 13 TO THE INTERNATIONAL CONSTITUTION

Submitted by the Philippine South District of Kiwanis International.

Purpose: To fix the rate of exchange at which non-U.S. clubs pay their annual membership dues.

CONSTITUTION

Amend, effective October 1, 1989, Article XIII, Section 8, of the Constitution of Kiwanis International as follows:

XIII. Revenue

Section 8. The word "dollar(s)" shall mean "United States dollar(s)" or the equivalent thereof~~.~~, as of October 1, 1982.

THIS AMENDMENT IS OPPOSED BY THE BOARD OF TRUSTEES OF KIWANIS INTERNATIONAL.

PROPOSED AMENDMENT NO. 14 TO THE INTERNATIONAL CONSTITUTION

Submitted by the Philippine South District of Kiwanis International.

Purpose: To provide that International dues would be determined based on club size and the economic conditions of the area.

CONSTITUTION

Amend, effective October 1, 1989, Article XIII, Section 2, of the Constitution of Kiwanis International as follows:

XIII. Revenue

Section 2. Each member club shall pay to Kiwanis International ~~for each member~~, with the exception of those holding life member status and honorary members, ~~the sum of fifteen dollars ($15.00) per annum~~ the annual membership in semi-annual installments, due on the first day of the first and seventh months of the administrative year, and payable not later than sixty (60) days thereafter. ~~These dues shall be based upon the membership of the respective clubs as shown by the semi-annual reports to Kiwanis International as of the last of the twelfth and sixth months of the administrative year. One dollar ($1.00) of these annual dues shall be allocated for international expansion.~~ These dues shall be paid on the basis of the classifications to which such club belongs, as hereinafter provided.

~~The monies to be paid to Kiwanis International under this section by each new club admitted to membership in Kiwanis International during any fiscal year shall be prorated according to the unexpired portion of the installment period in which said club was organized.~~

CORAL CLUBS

a. Clubs in depressed areas with twenty-five (25) or less members shall pay to Kiwanis International annual dues of one hundred dollars ($100.00), payable semi-annually.

b. Clubs in fairly progressive areas with twenty-five (25) or less members shall pay to Kiwanis International annual dues of one hundred fifty dollars ($150.00), payable semi-annually.

c. Clubs in progressive areas with twenty-five (25) or less members shall pay to Kiwanis International annual dues of two hundred dollars ($200.00), payable semi-annually.

d. Clubs in highly progressive areas with twenty-five (25) or less members shall pay to Kiwanis International annual dues of three hundred dollars ($300.00), payable semi-annually.

The foregoing clubs shall, hereafter, be known as Coral Clubs with classifications in alpha-numerics as Coral A-1; A-2; A-3 and A-4, correspondingly.

EMERALD CLUBS

a. Clubs in depressed areas with twenty-six (26) to forty-five (45) members shall pay to Kiwanis International annual dues of three hundred ninety dollars ($390.00), payable semi-annually.

b. Clubs in fairly progressive areas with twenty-six (26) to forty-five (45) members shall pay to Kiwanis International annual dues of four hundred fifty dollars ($450.00), payable semi-annually.

c. Clubs in progressive areas with twenty-six (26) to forty-five (45) members shall pay to Kiwanis International annual dues of five hundred sixty-five dollars ($565.00), payable semi-annually.

d. Clubs in highly progressive areas with twenty-six (26) to forty-five (45) members shall pay to Kiwanis International annual dues of six hundred twenty dollars ($620.00), payable semi-annually.

The foregoing clubs shall, hereafter, be known as Emerald Clubs with classifications in alpha-numerics as Emerald A-1; A-2; A-3 and A-4, correspondingly.

RUBY CLUBS

a. Clubs in depressed areas with forty-six (46) to seventy-five (75) members shall pay to Kiwanis International annual dues of six hundred fifty dollars ($650.00), payable semi-annually.

b. Clubs in fairly progressive areas with forty-six (46) to seventy-five (75) members shall pay to Kiwanis International annual dues of seven hundred fifty dollars ($750.00), payable semi-annually.

c. Clubs in progressive areas with forty-six (46) to seventy-five (75) members shall pay to Kiwanis International annual dues of seven hundred seventy-five dollars ($775.00), payable semi-annually.

d. Clubs in highly progressive areas with forty-six (46) to seventy-five (75) members shall pay to Kiwanis International annual dues of eight hundred dollars ($800.00), payable semi-annually.

The foregoing clubs shall, hereafter, be known as Ruby Clubs with classifications in alpha-numerics as Ruby A-1; A-2; A-3 and A-4, correspondingly.

DIAMOND CLUBS

a. Clubs in depressed areas with seventy-six (76) or more members shall pay to Kiwanis International annual dues of eight hundred fifty dollars ($850.00), payable semi-annually.

b. Clubs in fairly progressive areas with seventy-six (76) or more members shall pay to Kiwanis International annual dues of eight hundred seventy-five dollars ($875.00), payable semi-annually.

c. Clubs in progressive areas with seventy-six (76) or more members shall pay to Kiwanis International annual dues of nine hundred dollars ($900.00), payable semi-annually.

d. Clubs in highly progressive areas with seventy-six (76) or more members shall pay to Kiwanis International annual dues of nine hundred twenty-five dollars ($925.00), payable semi-annually.

The foregoing clubs shall, hereafter, be known as Diamond Clubs with classifications in alpha-numerics as Diamond A-1; A-2; A-3 and A-4, correspondingly.

Kiwanis International Board of Trustees shall provide the needed criteria in which the clubs for the purposes of this Section shall be classified. The decision of the International Board of Trustees shall be appealable to the International Council and/or the delegate body in a convention held annually, and in such a manner as may be provided by the rules or the Bylaws.

THIS AMENDMENT IS OPPOSED BY THE BOARD OF TRUSTEES OF KIWANIS INTERNATIONAL.

EXHIBIT #24

REGION II REPRESENTATION

TO THE INTERNATIONAL BOARD OF TRUSTEES
May 3-7, 1989

Date of Meeting: April 8-9, 1989

Place of Meeting: Sheraton Plaza Hotel, Chicago, Illinois

Present: Raymond B. Allen, Eastern Canada & Caribbean District
Kenneth W. Smith, D.C., Eastern Canada & Caribbean District
W. Donald Goodfellow, Q.C., Western Canada District
E. B. McKitrick, Western Canada District
William A. Brown, Kiwanis International Staff

1. If the seat on the Board of Trustees filled by the District selected by the Region becomes vacant, and there is at that time a member on the Board of Trustees from a District within that Region elected as a member on an at-large basis, the "at-large" member is deemed to be the member selected by the Region for the remainder of that term.

2. In the event that W. Donald Goodfellow, Q.C. as the member selected by the Region, and Kenneth W. Smith, D.C. as a member elected on an at-large basis both lose in their bid to attain higher office on the Board of Trustees of Kiwanis International at the 1990 St. Louis International Convention, it is agreed that a member from Eastern Canada & Caribbean District shall be deemed to be the member selected by the Region to sit on the Board of Trustees as the Region II member as of October 1, 1990.

   The Western Canada District agrees to this as it is that District's view that if a member on the Board of Trustees with the guaranteed seat and a member from that Region elected on an at-large basis both lose at the same time, the District with the guaranteed seat must go dark for one year pursuant to Article IX, Section 1(e) of the Constitution and is not eligible to fill the guaranteed seat from that Region and the District that did not immediately occupy that guaranteed seat is entitled to have a member of its District then selected as the Region's member on the Board of Trustees.

It is the viewpoint of the Eastern Canada & Caribbean District that it is entitled to that guaranteed seat at that time because its membership is considerably larger than the membership of Western Canada District and that it would be inequitable to equate equal representation opportunities on the Board of Trustees without considering the different membership sizes of the two Districts.

3. If the District that is eligible to have a member selected to fill the Region's guaranteed seat does not propose to have one of its members fill that guaranteed seat, the other District in the Region shall be eligible to fill that guaranteed seat on the Board of Trustees, notwithstanding Article IX, Section 1(e) requiring a dark year for that District.

4. Subject to that member's District endorsing such person, if the member on the Board of Trustees filling this Region's guaranteed seat intends to run for another term as Trustee as allowed by the Kiwanis International Constitution or for the next higher office on the Board of Trustees that year, that member shall be entitled to run for that position and it shall not be deemed that the member's term on the Board of Trustees has expired until that member loses that election that year.