

I N D E X

SUMMARY OF MINUTES

MEETING OF THE BOARD OF TRUSTEES

September 25-29 and October 1, 1974

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SUMMARY OF MINUTES

MEETING OF KIWANIS INTERNATIONAL SUBSIDIARY INCORPORATED

September 29, 1974

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SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

September 25-29 and October 1, 1974

A meeting of the International Board of Trustees was held at the General Office in Chicago, September 25-29, 1974, and at the Ambassador East Hotel, Chicago, on October 1, 1974. Those present: Roy W. Davis, President; Ted R. Osborn, President-elect; William M. Eagles, M.D., Immediate Past President; James C. Brooks and Maurice Gladman, Vice-Presidents; Stanley E. Schneider, Treasurer; Paul Chandler, Jack P. Delf, Merald T. Enstad, T. Ben Hagler, Stephen H. Hart, Jr., Ralph C. Keyes, E. B. "Mac" McKittrick, Carl F. Miller, Mark A. Smith, Jr., Hilmar L. Solberg, Ernest Sturch, Jr., and Douglas Wasson, Trustees; R. P. Merridew, Secretary; L. A. Hapgood, Associate Secretary.

1. Message of the President

Message of the President is attached as Exhibit #1.

Recommendation 1. That Ray Keyes be approved as the replacement for Richard E. Wolfe as a member of the 1974-75 International Committee on Publications.

(Adopted)

Recommendation 2. That the following be approved as Presidents of Overseas Kiwanis Councils:

Kiwanis Council of Japan - Nobutaka Shikanai
Kiwanis Council of Republic of China - General Benjamin Y.C. Chow
Kiwanis Council of Puerto Rico and the Virgin Islands - Malcolm Walters
O'Neill
Kiwanis Council of Colombia - Carlos Perez Martinez
Kiwanis Council of Korea - Judge Soon Young Kwon

(Adopted)

2. Message of the President-elect

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

3. Report of the Secretaries

The Report of the Secretaries is attached as Exhibit #3.

Recommendation 1. That the Board approve the appointment of Gary McCord as Administrator of Key Club International, effective September 15, 1974.

Voted, that this recommendation be adopted.

Recommendation 2. That the Board approve the appointment of William A. Brown, as Manager of Club Services, effective September 26, 1974.

Voted, that this recommendation be adopted.

Recommendation 3. That the Board approve the appointment of Raymond G. Jeanes as a Field Service Representative for Kiwanis International, effective October 1, 1974.

Voted, that this recommendation be adopted.

Report received.

4. Approval of Summaries of Minutes of Board Meetings Held in Denver, Colorado, June 20, 21, and 27, 1974

Voted, that the minutes of the Board Meetings of June 20, 21, and 27, 1974, at Denver, Colorado, be approved.

5. Approval of General Office Administrative Action

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

Change of Territorial Limits of Established Clubs
Clubs Meeting Outside Their Territorial Limits
Elimination of Membership of Non-Meeting Clubs from Active Membership Files
Organization of New Clubs, Including Territorial Limits
Change of Name of Kiwanis Clubs
Circle K Clubs Completed
Key Clubs Completed
Club Incorporations Completed
Change in Territorial Limits of District
Transfer of Club for Administrative Purposes

6. Delegation of Authority to the Executive Committee

Voted, that the following resolution be adopted:

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

7. Election of Trustees of Pension Trust Plan

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

1. That the Trustees of the Pension Trust Plan be Roy W. Davis, President of Kiwanis International; Ted R. Osborn, Treasurer of Kiwanis International; and R. P. Merridew, Secretary of Kiwanis International.
2. That the Trustees of the Pension Trust Plan be the President of Kiwanis International, the Treasurer of Kiwanis International, and the Secretary of Kiwanis International.

8. Reports of Board Committees

Administration and Structure

Chairman Maurice Gladman presented the report of the committee. This is attached as Exhibit #4.

Recommendation 1. The committee recommends the following principles for the reorganization of the Board of Trustees of Kiwanis International as defined in Article VIII, Section 1 of the Constitution: "The Board of Trustees shall consist of the President, President-elect, Immediate Past President, the two (2) Vice-Presidents, Treasurer, and twelve (12) Trustees."

1. Each federation shall be entitled to one member on the Board of Trustees, except that in a year when a federation presents a candidate for office above the trustee level that Federation shall not offer a candidate for the office of trustee.
2. The combined Canadian districts, as now constituted, including all areas provisionally attached thereto, shall be entitled to two members on the Board of Trustees, except that in a year when a Canadian district presents a candidate for office above the trustee level that district shall not offer a candidate for the office of trustee.

When there are three members of the Board of Trustees from areas outside the now existing thirty districts in the United States and Canada, the number of Board members from the Canadian districts, as described above, shall be reduced to a minimum of one. Nothing herein shall limit the right of the combined Canadian districts, as described above, to have one trustee and one officer on the Board at the same time, subject to the limitations specified in paragraph 4 below.

3. There shall be a minimum of twelve members of the Board of Trustees, including the officers and trustees, from the United States.
4. No district may have more than one Board member at any one time.

Voted, that this recommendation be adopted. (This recommendation was passed by unanimous roll call vote)

(In the discussion with reference to the above recommendation on worldwide structure the opinion was expressed and it was Voted, as a guideline, that no plan be devised or even suggested that would ever result in having two people on the International Board of Trustees from the same district.)

Recommendation 2. That the criteria in item number three on "membership increase" in the grading plan for the District Achievement Award be changed to reflect the comparison of membership of the district on October 1 of a given administrative year with that of September 30 at the end of the administrative year, with no deduction of the organizational membership of new clubs.

Voted, that this recommendation be adopted.

Recommendation 3. That the Board support the amendment to Article I, Sections 5 and 6, of the Bylaws of Kiwanis International as submitted by the Wisconsin-Upper Michigan District.

Voted, that this recommendation be adopted.

Report received.

Title of Head of Federations

Question was raised as to whether consideration should not be given to the possibility of recommending a change in the title of the head of Federations except for Europe. It was suggested that the committee retain this subject for further study.

Circle K

The report of the committee was presented by Chairman Stephen H. Hart, Jr. It is attached as Exhibit #5.

Recommendation 1. That Article IV, Section 3 of the Circle K International Constitution be changed by adding the following: "A district may operate under a Council of Representatives in lieu of Lieutenant Governors with the approval of the Kiwanis District Board and the Circle K International Board of Officers. In the event a Council of Representatives system is utilized, there will be only one (1) representative from each club. Each representative must be a member in good standing of an active club and shall be elected thereby.

Voted, that this recommendation be adopted.

Recommendation 2. That Article IV, Section 7 of the Circle K International Constitution be changed by adding the following: "International Officers shall not be considered delegates unless certified as representing their home club."

Voted, that this recommendation be adopted.

Recommendation 3. That Article V, Section 8, paragraph 3 of the Circle K International Constitution be changed to read as follows: "All voting shall be done by written ballot. The election of the President and Vice-Presidents of Circle K International shall be conducted separately using separate ballots. The election of the President shall be completed and the results announced to the House of Delegates. The House of Delegates shall then proceed with the election of Vice-Presidents. Nothing contained herein shall deny a defeated Presidential candidate from being a candidate for Vice-President. No ballot shall be counted whereon it appears that the delegate has voted for a greater or lesser number of nominees for said office than there are vacancies to be filled. Cumulative voting and voting by proxy shall not be allowed."

Voted, that this recommendation be adopted.

Recommendation 4. That the action taken by the Circle K Board to revoke the seventy-three charters listed on Exhibit C of the report be approved.

Voted, that this recommendation be adopted.

Recommendation 5. That the Royal York Hotel, Toronto, Ontario, be approved as the site for the Circle K International Convention, August 17-20, 1975, and that the Mayflower Hotel, Washington, D.C. be approved as the site for the Circle K International Convention, August 15-18, 1976.

Voted, that this recommendation be adopted.

Recommendation 6. That the travel account in the Circle K budget be divided into two categories as specified in Exhibit D, to be utilized by the Circle K Administrator and the Circle K International President, and that it be referred to the Finance Committee for their attention.

Voted, that this recommendation be adopted.

Recommendation 7. That in view of Legal Counsel's opinion that the proposed Circle K Sponsorship Fee Program of the Ohio District is not in compliance with its bylaws, it is requested that the district take such action as will bring it into compliance with the bylaws.

Voted, that this recommendation be adopted.

Recommendation 8. That the dates of January 10-12, 1975, and June 6-8, 1975, be approved for the meeting of the Circle K International Board.

Voted, that this recommendation be adopted.

Report received.

Convention

Chairman Mark A. Smith, Jr. presented the report. This is attached as Exhibit #6.

Recommendation 1. A change in dates for future Convention Planning Conferences was recommended by the committee. The committee recommends that the Planning Conference for the San Diego Convention be held at an earlier date, prior to October 1, and perhaps as early as July, which would allow us to finalize many additional items at the Fall Council Committee Meeting.

Voted, that this recommendation be adopted.

Report received.

Key Clubs

The report of the committee is attached as Exhibit #7. It was presented by Chairman Ted R. Osborn.

Recommendation 1. That the action taken by the Key Club Board to revoke

the 181 charters listed on Exhibit B of the report be approved.

Voted, that this recommendation be adopted.

Recommendation 2. That the dates of October 26-28, 1974, and February 21-23, 1975, be approved for the meetings of the Key Club International Board at the General Office and that a member of the Board Committee on Key Clubs be in attendance at these meetings.

Voted, that this recommendation be adopted.

Recommendation 3. That the proposed Key Club Sponsorship Fee program of the Ohio District of Kiwanis International be referred to the Board Committee on Laws and Policies for a determination of the legality of the proposals, and that the Ohio District of Kiwanis International be advised that no action should be taken toward implementation of this proposal until after they have been notified of this Board's action at its next meeting.

Voted, that this recommendation be tabled and referred to the Laws and Policies Committee for consideration and report back to the Board at this meeting.

Upon reconsideration of the above recommendation, it was Voted, that the words "at its next meeting" be stricken from the recommendation.

The Committee on Laws and Policies reported that after consideration of this question it did not find anything on contravention of either the Constitution and Bylaws or the Policies of Kiwanis International.

Chairman Ted Osborn of the Committee on Key Clubs thereupon requested an opinion be secured from outside legal counsel, and motion was so made and seconded. Voted, that this motion be adopted and outside legal opinion be so secured from Legal Counsel David Brill. (Chairman Keyes of the Laws and Policies Committee requested that the record show that he had voted in favor of this motion.)

At the post-Council meeting of the Board, Legal Counsel David Brill met with the Board and the proposal of the Ohio District was discussed in detail with legal counsel. Legal counsel rendered the opinion that since it is a mandatory contribution on the part of Kiwanis clubs sponsoring Key Clubs, although not mandatory on the part of Kiwanis clubs not sponsoring Key Clubs, that it is an illegal provision; that it cannot be voluntary and still bind other clubs. The Chair thereupon ruled that the opinion of outside legal counsel superseded that of the Laws and Policies Committee.

Voted, that in view of legal counsel's opinion that the proposed Key Club sponsorship fee program of the Ohio District is not in compliance with its bylaws, it is requested that the district take such action as will bring it into compliance with the bylaws. (It was suggested that a covering letter of explanation be sent to the district, commending the district for its action and indicating it is being studied as a possible guide for other districts.)

Letters of Appreciation

It was suggested that appropriate letters of appreciation be sent to Robert Lucas and to Past Trustee H. Lee Powell, Jr. for the contributions each have made to the Key Club organization.

Report received.

Laws and Policies

The report of the committee is attached as Exhibit #8. Acting Chairman T. Ben Hagler presented the report of the committee. Chairman Ralph Keyes was present during its presentation and the discussion which followed.

Recommendation 1. That the amendment adopted by the European Federation of Kiwanis International, as contained in Exhibit B of this report, be approved.

Voted, that this recommendation be adopted.

Recommendation 2. That the Policies on Overseas Extension be amended to change the name of "Kiwanis International-Europe" to "European Federation of Kiwanis International" and that the European Federation be instructed to amend its Constitution and Bylaws accordingly at its next federation convention.

Voted, that this recommendation be adopted.

Recommendation 3. The committee recommends the revocation of the charter of the Kiwanis Club of Cheyenne Mountain, Colorado Springs, Colorado, including all rights and privileges appertaining thereto.

The committee further recommends that the Secretary of Kiwanis International be directed to send a written notice of such action by registered mail to the Kiwanis Club of Cheyenne Mountain, Colorado Springs, Colorado, and shall advise the club of a right to a hearing, and if demanded in compliance said hearing shall be held on this matter in the General Office in Chicago on February 1, 1975, at 4:30 P.M., Chicago time, as provided for in Article IV, Sections 3 and 4 of the Bylaws of Kiwanis International. The club shall further be instructed that only members in good standing at the time of revocation and meeting the requirements for club membership as contained in the Constitution and Bylaws of Kiwanis International and as interpreted by the Board of Trustees shall be permitted to attend said hearing.

Voted, that this recommendation be adopted.

Recommendation 4. That the second paragraph of item 17 a (2) on Page B 15 of the Policies be amended to read: "In each annual budget a total fund of \$3,600 shall be allowed the Secretary and a fund of \$2,400 for the Associate Secretary to cover personal expenses incurred in the administration of their respective offices beyond regular travel allowance. Each will present a semi-annual accounting to the Finance Committee for such expense."

Voted, that this recommendation be adopted. (See recommendation 3 of Finance Committee)

Recommendation 5. The committee recommends the revocation of the charter of the Kiwanis Club of Elk Grove, Illinois, including all rights and privileges appertaining thereto, if it continues to violate Article V, Section 4, of the Constitution beyond the indicated deadline date of October 20, 1974, for a response. The committee further recommends that the Secretary of Kiwanis International be directed to send a written notice of such action, by registered mail, to the said club, and shall advise said club of a right to a hearing on this matter in Chicago on February 1, 1975, at 4:30 P.M. Chicago time, as provided for in Article IV, Section 3 and 4 of the Bylaws of Kiwanis International. The club shall be further instructed that only bona fide members meeting the requirements for club membership as contained in the Constitution and Bylaws of Kiwanis International and as interpreted by the Board of Trustees shall be permitted to attend said hearing.

Voted, that this recommendation be adopted.

Recommendation 6. The committee recommends the creation of a special committee appointed by the President, consisting of not less than five Kiwanians from the United States and Canada, to assist the Board Committee on Laws and Policies in the study of (1) the Constitution of Kiwanis International, (2) the Bylaws of Kiwanis International, and (3) Board Policies:

A. To make such revisions, amendments, additions as deemed advisable, and

B. To draft such revisions, amendments, additions for submission to the Board of Trustees of Kiwanis International for consideration and in preparation for submission to the House of Delegates at a future International convention.

This committee, when formulated, should be authorized to meet in Chicago at the General Office for work with the Staff in the completion of the project.

Voted, that this recommendation be tabled.

Report received.

Leadership and Council

Chairman T. Ben Hagler presented the report of the committee. This is attached as Exhibit #9.

Recommendation 1. That written guidelines for district officers who plan and conduct conferences to educate club officers be developed and distributed during early 1975 to Governors-elect and Lieutenant Governors-designate.

Voted, that this recommendation be adopted.

Recommendation 2. That, assuming the full consent of the Governors-elect involved, the Director of Communications Services be assigned by the Secretary to attend, observe, evaluate, and report on the leadership

education conferences conducted for Lieutenant Governors-designate in at least two districts in July, 1975.

Voted, that this recommendation be adopted.

Recommendation 3. That the Staff be authorized to develop, at a cost not to exceed \$200.00, one slide/tape presentation of a KET subject selected by the Staff as having high potential for the leadership education of club presidents.

Voted, that this recommendation be adopted.

Recommendation 4. That 1974-75 Governors-elect be contacted without delay and urged to schedule initial 1975 Conferences for Lieutenant Governors-designate no earlier than July 20 and no later than July 31 except where such later conferences must be scheduled at the time of district conventions because of the extra costs necessitated by separate conferences.

Voted, that this recommendation be adopted.

Recommendation 5. That 1974-1975 Governors-elect be contacted without delay and informed that Kiwanis International provision of 1975-1976 Presidents packages in bulk to any district is contingent upon a plan of the district to distribute these so that they will reach club presidents-designate no later than August 31, whether they are distributed directly at conferences or remailed.

Voted, that this recommendation be adopted.

Recommendation 6. That the Board reaffirm its position that the leadership education of district officers should, except in such instances where the additional costs of separate conferences makes it impractical, be completed by July 31 and the leadership education of club officers, by whatever method, be completed by August 31, and that 1974-1975 Governors-elect be promptly informed of this Board's position.

Voted, that this recommendation be adopted.

Recommendation 7. That the Staff evaluate the feasibility of the production and distribution to French-speaking clubs of an offset or printed condensed edition in the French language of the club president's manual "The Formula for My Club's Success," and report its findings to the committee at its February meeting.

Voted, that this recommendation be adopted.

Report received.

Membership Growth and Education

Chairman James C. Brooks presented the report of the committee. This is attached as Exhibit #10.

Recommendation 1. That articles be placed in The Kiwanis Magazine, and the BKO and reprints be made available to each district to inform all

members of Kiwanis International of the proper use of the leave of absence provision in maintaining membership when moving as indicated in the current attendance rules.

Voted, that this recommendation be adopted.

Recommendation 2. The committee recommends that a four phase program be followed in this administrative year.

- a. Two new membership projects aimed at aiding the clubs in growth.
- b. Continuation of the program of direct contact by the International President with district and club leaders each month.
- c. Develop an award to be given to each club that attains the 30% new member add goal.
- d. That costs be developed for visual aid materials to be used for the purpose of educating each club member in the sponsorship, orientation, and education of a new member. These materials and costs for such materials will be presented to the Board at the February Board Meeting.

Voted, that this recommendation be adopted.

Report received.

New Club Building

Chairman Stanley E. Schneider presented the report of the committee. This is attached as Exhibit #11.

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

Voted, that this recommendation be adopted.

Report received.

Overseas Extension

The report of the committee is attached as Exhibit #12. It was presented by Chairman William M. Eagles.

Recommendation 1. That either the International President or Immediate Past President present plaques honoring the establishment of Kiwanis in new countries to the ambassadors of those countries in Washington, D.C. at a convenient date.

Voted, that this recommendation be adopted.

Recommendation 2. That the present three Governors-elect of the overseas districts and the President-elect of the European Federation of Kiwanis International attend at the expense of Kiwanis International the February Governors-elect Training Conference.

Voted, that this recommendation be adopted.

Recommendation 3. That President Roy Davis and Manager of Extension Robert Detloff attend the Asian-Pacific Conference, November 30-December 3, 1974. It is also agreed that the Manager of Extension will arrange in advance for all possible contacts in the appropriate areas in the Pacific in order to evaluate the strengths and weaknesses of the overall development and to assist any clubs with their specific problems. He also will stimulate interest in additional growth in these established areas.

Voted that this recommendation be adopted.

Recommendation 4. That the overseas districts excluding Europe be allowed to participate with the United States and Canadian districts in achievement and bulletin award contests.

Voted, that this recommendation be adopted.

Recommendation 5. That the request of the New Zealand District for financial assistance in servicing the clubs in New Caledonia and New Hebrides be denied.

Voted, that this recommendation be adopted.

Recommendation 6. That the role and salary support of the Administrator of a Federation as defined in Exhibit C be approved.

Voted, that this recommendation be approved in principle and referred to the Laws and Policies Committee for drafting of the policy.

There was discussion as to whether or not this recommendation would make it mandatory to have a Kiwanis area administrator for a Federation. The Laws and Policies Committee was of the opinion and it was so ruled by the Chair that passage of this recommendation would not change Policy C-13 and that the decision would still rest with the Board as to whether it was appropriate to create an administrator.

Report received.

Program Development

The report of the committee was presented by Trustee Ernest Sturch, Jr., Chairman. It is attached as Exhibit #13.

Recommendation 1. The committee recommends the approval of Keywanettes as the name of the organization of female high school students sponsored by the California-Nevada-Hawaii District.

Voted, that this recommendation be adopted.

Recommendation 2. The committee recommends approval, in concept, of the goals and objectives of the Keywanettes organization as stated in that section of the California-Nevada-Hawaii District Sponsored Youth Manual dealing with Keywanettes but that this section of the manual be

reviewed by the Program Development Committee and that certain revisions be submitted to the California-Nevada-Hawaii District for consideration.

Voted, that this recommendation be adopted.

Recommendation 3. The committee enthusiastically recommends the principle of the establishment of Builders Clubs and that Staff draft appropriate materials relative thereto, these materials to be studied by the Board Committee at its February meeting.

Voted, that this recommendation be adopted.

Recommendation 4. That 1974 district resolutions which contain recommendations for Kiwanis International programming be referred prior to December 1 to those services committee chairmen and members who will be in attendance at the 1975-1976 Planning Conference in January and to the 1974-1975 Committee on Resolutions.

Voted, that this recommendation be adopted.

Report received.

Property and Supplies

The report of the committee is attached as Exhibit #14. It was presented by Chairman Jack P. Delf.

Recommendation 1. That the Staff procure a display case to be appropriately placed on the first floor of the General Office building for the purpose of additional sales of club supplies and gift items.

Voted, that this recommendation be adopted.

Report received.

Publications and Advertising

Chairman Merald T. Enstad presented the report of the committee. This is attached as Exhibit #15.

Recommendation 1. That the Board Committee on Finance be authorized to proceed with a plan for an increase in the subscription price of The Kiwanis Magazine and possibly general dues. Said plans to be considered at the February meeting of the Board.

Voted, that this recommendation be adopted and referred to the Board Committee on Finance.

Recommendation 2. That the International Board approve the awarding of the contract for the printing of The Kiwanis Magazine for a three-year period beginning with the February, 1975, issue, continuing to and including the combined issue of December, 1977/January, 1978 to Mid-America Webpress, Inc., Lincoln, Nebraska.

Voted, that this recommendation be adopted.

Report received.

Public Relations

Chairman Paul Chandler presented the report of the committee. This is attached as Exhibit #16.

Recommendation 1. That the President of Kiwanis International be asked to appoint a Bicentennial Committee Chairman in each U.S. district to supervise development and operation of the Bicentennial programs in their districts. Canadian districts would be advised of developments as a matter of information.

Voted, that this recommendation be adopted.

Recommendation 2. That administration of the Connelly Medal be so changed that the announcement of winners should be made to nominating clubs or districts by the President of the Kiwanis International Foundation, followed by a letter of commendation from the President of Kiwanis International.

Voted, that this recommendation be adopted.

Recommendation 3. That a Connelly Medal be awarded to Miss Patricia A. Smith of Rome, New York.

Voted, that this recommendation be adopted.

Recommendation 4. That it be recommended to the Governors of their respective districts that Michael Madison of Springfield, Illinois, and George G. Link of Rahway, New Jersey, be presented with Medals of Valor.

Voted, that this recommendation be adopted.

Recommendation 5. That each Board member be supplied with six standard membership buttons for presentation to important Kiwanians who are encountered at various functions not wearing Kiwanis buttons. The committee further recommends that, when reordering supplies of such buttons, Board members list the individuals to whom the previous buttons were presented.

(This recommendation was defeated)

Report received.

9. Report of Treasurer

The Report of the Treasurer is attached as Exhibit #17. It was presented by Stanley E. Schneider.

Report received.

10. Report of Finance Committee

Chairman Solberg presented the report of the committee. It is attached as Exhibit #18.

Recommendation 1. That Kiwanis International absorb fifty percent of the Swiss non-resident departure tax of \$7,180 which was levied at the time our European Administrator moved from Zurich, Switzerland.

Voted, that this recommendation be adopted.

Recommendation 2. That the Eastern Canada and the Caribbean District be provided with the following information:

- (1) The Board does appreciate the willingness of the Eastern Canada and the Caribbean District to administer the Caribbean area as it looks toward the time when it forms its own district.
- (2) The Board agrees that to facilitate the separation and to assist the district with the extra expenses incurred in the administration of the Caribbean area, funds up to but not to exceed \$4,500 be paid to the district on the basis of vouchers substantiating the agreed upon budget in regard to the specific areas which seem to require the district to have additional expense.
- (3) The amount in any one year is not related to the overall income from the per capita dues for International Extension, but specifically involves the costs for the extra services rendered. In the original format, the \$4,500 was agreed to also because the Board did not feel that it could or should expend any more at any one time for such assistance than was received from the given area. There is, however, only one consideration at the present time and it involves the actual services for which the Board agrees to provide either a partial or full reimbursement.
- (4) The Board agrees that after a full review of the specific areas for which reimbursement shall be considered, the amount of up to but not to exceed \$4,500 continues to be adequate to meet such needs.

Voted, that this recommendation be adopted. (Roll call vote. All present in favor. Treasurer Stan Schneider absent on assignment.)

Recommendation 3. That the funds annually allocated in the budget to cover contingent expenses of the Secretary and Associate Secretary in the administration of their respective offices be increased 20%.

Voted, that this recommendation be adopted and referred to the Laws and Policies Committee for adjustment of the wording in the Board Policies. (See recommendation 4 of Report of Committee on Laws and Policies)

Report received.

Increase in Dues and Magazine Subscriptions

There was discussion as to the necessity of an increase in magazine subscriptions and a dues increase in order to meet rising costs.

Voted, that the Board Committee on Finance be authorized to proceed with plans to be submitted to the February Board Meeting for an increase in the subscription cost of the magazine and a possible dues increase for presentation to the convention in Atlanta.

11. Memorial Resolution for Senator Karl E. Mundt

Voted, that the following resolution be adopted. (Standing vote -- copy sent to Mrs. Mundt)

WHEREAS: Karl E. Mundt, veteran of thirty-four years of service to his nation through its House of Representatives and its Senate, passed away on Friday, August 16, 1974;

AND WHEREAS: Service to his fellowman was a way of life for this good friend, long-time Kiwanian, President of his club and Governor of the Minnesota-Dakotas District of Kiwanis International;

AND WHEREAS: His ready willingness to help, and the aid he so unselfishly contributed to Kiwanis and its members, whenever it was called upon, were invaluable to Kiwanis and will be sorely missed;

AND WHEREAS: Karl Mundt by his very lifetime of service has given dramatic meaning to Kiwanis' long held tenet of individual responsibility;

BE IT THEREFORE RESOLVED: That the Board of Trustees of Kiwanis International does hereby extend the sincerest of sympathy to Mrs. Karl E. Mundt, Karl's widow, remembering that he was a firm friend, and valued member of Kiwanis, and does further direct that this resolution be made a part of the permanent record of Kiwanis as a constant reminder of the contribution of this good man.

12. Other Business

The Knightmares

It was suggested that a Certificate of Appreciation be presented to The Knightmares at the time of their performance during the Council inasmuch as one of their members is retiring.

Report of Past Presidents

Chairman Wes Bartlett presented the report of the Past Presidents at the post-Council meeting of the Board. This is attached as Exhibit #20.

Joint Meeting with Past Presidents

The Board and Past Presidents met jointly at luncheon and there was informal discussion as to the possibility of a dues and magazine subscription fee increase and the proposed change in worldwide structure.

Guidelines - Kiwanis International Foundation Disaster Relief Fund

The Board received from the Kiwanis International Foundation Board the guidelines on which it proposes to base the operation of a Kiwanis International Foundation Disaster Relief Fund. These guidelines are attached as Exhibit #21. Since this matter was reviewed at the recessed meeting of the Board on October 1, 1974, at the close of the International

Council Meeting, the time for full discussion was limited. Therefore the following action was taken:

Voted, that consideration of these guidelines be tabled.

13. Next Meeting of the Board of Trustees

The next meeting of the Board of Trustees has been scheduled for February 1-5, 1975.

Adjournment

SUMMARY OF MINUTES

MEETING OF KIWANIS INTERNATIONAL SUBSIDIARY, INC.

September 29, 1974

A meeting of Kiwanis International Subsidiary, Inc. was held at the General Office of Kiwanis International in Chicago, Illinois, September 29, 1974. Those present: Roy W. Davis, President; Ted R. Osborn, President-elect; William M. Eagles, M.D., Immediate Past President; James C. Brooks and Maurice Gladman, Vice-Presidents; Stanley E. Schneider, Treasurer; Paul Chandler, Jack P. Delf, Merald T. Enstad, T. Ben Hagler, Stephen H. Hart, Jr., Ralph C. Keyes, E. B. "Mac" McKittrick, Carl F. Miller, Mark A. Smith, Jr., Hilmar L. Solberg, Ernest Sturch, Jr., and Douglas Wasson, Trustees; R. P. Merridew, Secretary; L. A. Hapgood, Associate Secretary.

1. Election of Officers and Trustees

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

2. Appointment of Auditor of the Corporation

Voted, that Seidman & Seidman be appointed as Auditor for Kiwanis International Subsidiary, Inc.

3. Appointment of Agent for the Corporation

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

Adjournment

MESSAGE OF THE PRESIDENT
TO THE
INTERNATIONAL BOARD OF TRUSTEES

September 26, 1974

It is great to be a member of a team which broke all previous records for growth and service in 1973-74 under the able leadership of Dr. Bill Eagles. We are all indebted to Bill for sharing his life so generously with Kiwanis and giving so much of himself in the year just ending. I am personally grateful for the superb cooperation and assistance Bill has given me as I prepared for the year now dawning. I am also indebted to each of you for the support you have given me through the years. Now I ask even more! So that Kiwanis may continue to grow in numbers and in service in the year ahead, I ask that you share your life--that you give of yourself--not just for a day--but every day--so that we on the Board may exemplify our theme--"Show You Care!"

A hearty welcome is extended to the three new members of our team--Carl, Mac and Doug. You are thoroughly experienced and dedicated Kiwanians and will bring new insights to the Board. Please participate from the beginning. Do not hesitate to share your views. You will find a unique relationship among the board members--a family spirit which grows closer with each day of the year. Because of that kinship we miss those who now leave our Board--Lee Powell, Chuck Roberts and Lorin Badskey. All have contributed much, and will continue to do so. Our joint meeting of the Boards in Denver showed the true spirit of these men as they said goodbye and wished us well. It was a "summit" experience of true brotherhood in keeping with our first Object. May we begin this administrative year in that same spirit.

The past year has been a busy and exciting one for me, and I have leaned on Reg and Larry heavily as I have planned the year to come. They head a truly great staff. I have come to know each member well and have a great admiration for a truly professional group of men dedicated to serve every Kiwanian and every club in our great organization in order that we may, together, function more efficiently as a team.

District Conventions

Reports from District leadership on the job done by each of you as International Representatives at the District Conventions have been exceptionally complimentary. I am truly proud of our team. This, of course, includes Reg and Larry, both of whom served in this capacity this year because of special circumstances. A number of conventions were held during the middle week of August, and other assignments of Board members necessitated the assignment of Reg to West Virginia. Ralph Keyes' illness also necessitated the assignment of Larry to Georgia at the last minute. Bill Eagles will serve as counselor to West Virginia, and Ralph will serve as counselor to Georgia.

All of us take pride in the growth of Kiwanis--it is good to be on a winning team. Let there be no mistake about it--growth will be given top priority in this administrative year. The Governors have been so advised and are responding well. Nevertheless it is imperative that each of you keep in close touch with the leadership of the districts you counsel and monitor the progress being made, particularly in growth, sponsored youth and major emphasis. Further, I have specifically requested Stan Schneider and Jim Brooks, as chairmen of the Board Committees on New Club Building and Membership Growth and Education, to work closely with staff and

correspondents to give added impetus to this all-important effort. For Kiwanis to give the needed services, Kiwanis must have manpower. This is why growth is so important to all of us. It must not be left to chance. Your interest and enthusiasm can make the difference.

Major Emphasis Programs

Our Major Emphasis Program is an exciting one. It has already received a great amount of international publicity of the most favorable kind, further enhancing the image of Kiwanis International. An example is a quote from a letter from Y.M. Henteleff, President of the Canadian Association for Children with Learning Disabilities:

"Please convey to the President and Directors of Kiwanis International the most fervent thanks of thousands of parents and children in Canada who, I have no doubt, will derive the most substantial benefit from your forthcoming efforts in the field."

Further, I was interviewed on the "Betty and Bob Sanders Show" on radio station WBBM, Chicago, a 50,000 watt station, for 15 minutes, principally on our major emphasis program. The Chicago Sun-Times featured a half page write-up of an interview with our major emphasis program emphasized. Clippings from newspapers all over the country mentioned learning disabilities as one of the two major programs of Kiwanis International this year. We are off to a great start. But we need your help. To some, this sounds like an ambitious undertaking, and perhaps difficult to launch. Please counsel your districts and follow them closely to see that this program reaches its full potential.

Sponsored Youth

It was my privilege to attend the Circle K International Convention in Los Angeles. Circle K is vigorous and strong--growing--dynamic. It has "really turned around." President George Latimer had a great year, and furnished the kind of leadership needed at this time. Craig Miller has the same potential and will be given all the cooperation and guidance needed. Trustee Steve Hart will give a more detailed report as the Counselor to Circle K and its Board Committee Chairman.

Key Club International had the privilege of having President Bill Eagles as a principal speaker at its International Convention, and I shall fill the same role at its next convention in July, 1975. We have cause for concern in many areas of Key Clubbing, and I have asked President-elect Ted Osborn and his Board Committee to utilize the report of the Special Study Committee and all other background material, including the aid of the Past President Correspondent, Wes Bartlett, in seeking a solution to the various problems. They involve declining membership, revocation of charters, delinquent dues, and other problem areas, including the continuing problem of female membership, which was again voted down in their International convention.

In summary, I ask that every member of the Board concern himself with our Sponsored Youth program--the finest anywhere--that our "K family" may be stronger and more meaningful in the year ahead than ever before.

Kiwanis Education Tapes

The reports to the Board of the Past Presidents Committees for the past several years have been restudied, as has the "MNO" survey and recommendations. We want

to make certain that all are evaluated and the full potential of all utilized. Among them was the thought that our leadership education program, particularly for Lt. Governors, should be improved. Also, that club presidents could be more effectively trained. As a result of these recommendations, a Kiwanis Education Tape series of 26 tapes was developed by staff, and they are truly professional. The incoming Governors were briefed on the potential of the tapes at their meeting on May 1. Further tapes were available at Denver, completing the series. To date, 18,000 tapes have been sold, in addition to one complete set being given to each Governor without charge. The tape program, except for the time and efforts of staff in making the master tapes, is operated at no cost to Kiwanis International. It is a huge success, by any standard. This will do much to improve the growth of our leadership at district, division and club levels.

Life Membership Plan

The possibilities of a Life Membership Plan for Kiwanis International have been studied by the Secretaries, and reviewed by the Executive Committee. It has been tried and proven by one of our brother service organizations. I recommend it for your thoughtful consideration. It would add a new dimension to membership, and, I believe, enhance our public image; at the same time it would provide great potential financial benefit.

Worldwide Structure

Without doubt the most important item to be discussed at this Board meeting is the change in worldwide structure. The passage of the Administrative Resolution in Denver by an overwhelming majority gives a direction to pursue. However, we must plan for the future--not just a stop-gap measure. It must be a plan, not to appease, but to bring about a more equitable representation of Kiwanians everywhere. A large part of our future growth may well be, as in the case of our brother organizations, overseas. And yet, I would urge that we resist the temptation to try to resolve all the problems of worldwide structure at this time. Let us utilize all the talents we possess in planning well, in order that our actions may meet the needs, that our decisions may find acceptance among Kiwanians everywhere and that the direction we choose to go will be the one we must go if we are to grow in strength and in service to all mankind.

At the same time, I would urge that we not become obsessed with the change in worldwide structure and neglect the other areas of Kiwanis administration and service. We cannot afford to spend a disproportionate amount of our time and talents in the year to come in this single phase of our responsibility. We are here, primarily, to serve the needs of the Kiwanis Clubs which make up our membership and the Kiwanians who serve at club level. Indeed, our divisions and districts exist for the same purpose. We must provide more incentive through less paperwork. We must enthuse and inspire, without becoming obtrusive. We must recognize accomplishments and help publicize them. We must lead the way so all will want to follow.

We have a great team, not only on the Board, but among the Governors and district leadership as well. Our International Committees are functioning well, and show much promise of accomplishment. I am greatly encouraged. It was necessary to make a substitute appointment to the International Committee on Public Relations; Dick Wolfe, of Pennsylvania resigned because of ill health, and was replaced by Ray Keyes, also of that district. This appointment meets the approval of the Chairman, and the District Governor as well. I recommend it for your consideration and approval.

Recommendation #1:

That Ray Keyes be approved as the replacement for Richard E. Wolfe as a member of the 1974-75 International Committee on Public Relations.

(Adopted)

Finally, a word about Council. Chairman Ted Osborn and his committee have done a great job in revitalizing it. The training of the Governors was begun in May with emphasis on administrative techniques; in June at Denver the sessions were devoted to program emphases. And now at Council, we will concern ourselves with Motivation, Communication, and Problem Solving. We enlist your wholehearted support and participation. We want this to be a "fun" Council--but a most productive one.

Toward that end, we suggest that each board member utilize the reception, following the President's banquet on Sunday night, to discuss the programs and problems of the districts involved--and minimize "room hopping." This can be, and should be, a productive period of inspiration and education as well as friendship and fellowship. The badges this year will be informal--for example--instead of Charles A. Swain the badge will read "Nick Swain." Our whole purpose will be to stress informality--with dignity--and improve fellowship.

Before closing, I want to offer the following appointments of Presidents of Overseas Councils for your approval.

Recommendation #2:

That the following be approved as Presidents of Overseas Kiwanis Councils:

Kiwanis Council of Japan - Nobutaka Shikanai
Kiwanis Council of Republic of China - General Benjamin Y. C. Chow
Kiwanis Council of Puerto Rico and the Virgin Islands - Malcolm Walters O'Neill
Kiwanis Council of Colombia - Carlos Perez Martinez
Kiwanis Council of Korea - Judge Soon Young Kwon

(Adopted)

What a great opportunity we have for growth and service--for fun and fellowship!
What a great time to be a Kiwanian! More than ever before, in 1974-75--let's
SHOW YOU CARE!

ROY W. DAVIS, President

MESSAGE OF THE PRESIDENT-ELECT

TO THE BOARD OF TRUSTEES

September 28, 1974

This is a year of great opportunity for all members of this Board. Never before in my tenure of the Board have there been challenges of such complexity and importance for our consideration. Under the leadership of President Roy, I am confident that we are in position to make this administrative year the finest in the history of our great service organization.

As President-elect, I consider myself highly fortunate to be serving with all gentlemen of the Board and especially with President Roy. He and I have enjoyed a most congenial relationship during the seven years we have served together on this Board. He has been most cooperative in permitting me to proceed with a high degree of planning for the 1975-76 year.

My first consideration is to aid President Roy in whatever capacity I can. The strength of Kiwanis lies in the tradition of each year building to new heights on the foundations of the past years. I pledge all my efforts to this end.

Respectfully submitted,

TED R. OSBORN
President-elect

REPORT OF THE SECRETARIES
TO THE
INTERNATIONAL BOARD OF TRUSTEES

September 26, 1974

The administrative year just ending has seen the establishment of many new growth records. Under President Bill's leadership we have achieved the largest number of members, clubs and countries in Kiwanis history. Our 59th Annual Convention in Denver had the largest House of Delegates we've ever recorded; the Kiwanis International Foundation received a new high in total contributions to its Annual Voluntary Birthday Gift Fund; and, perhaps most significant of all, 276 new clubs have been built to the date of this report.

Details of these accomplishments will be reported in a moment in our report and in the reports of the individual Board committees. We have heard President Roy state even higher goals for 1974-75 and we look forward to the accomplishment of these goals with the help of this Board and leadership at all levels of Kiwanis International.

All our Past International Presidents are in good health and, except for Joe Tally, will be in attendance at Council and we will all be looking forward to our joint luncheon on Saturday and the opportunity for in-depth discussion among all present on the subject of Worldwide Structure. More on that subject will be forthcoming but first we'll report on our 1974 Council.

1974 COUNCIL

The 1973-74 Board Committee on Leadership and Council, under the Chairmanship of Ted Osborn, has completed the arrangements for the Council. It will feature the following emphases: Motivation, Communication and Problem Solving. The agenda allows for a great deal of time for the Governors to fully participate in the discussions, and the Council this year should be a memorable experience for all in attendance.

Excellent speakers have been chosen for the General Sessions, to which the ladies have been invited. Special arrangements also have been made for a separate ladies luncheon to be held on Monday noon. Preceding the luncheon, buses will stop at the General Office for those who want to visit the office, or some may prefer to do shopping before proceeding directly to the luncheon. Following the luncheon, an optional tour of the city of Chicago has been arranged for those desiring to participate.

DISTRICT CONVENTIONS

Several of the reports have not been received from the District Secretaries, giving the statistical details on the district conventions, yet from the reports of the International Representatives, it is evident that these annual events have been highly successful.

There is increasing evidence of a smooth transition from one administrative year to the next.

In almost all instances, educational conferences for incoming officers and committee chairmen were held. There were also successful workshops related to activities and also in regard to Membership Development and New Club Building.

Many districts are having regional conferences to further stimulate club

leadership to do good planning and set out immediately to reach the goals established for the year.

A tabulation of attendance to all conventions will be made directly following the Council, together with a further review of the recommendations which were forwarded by the district officers and the International Representatives.

MEMBERSHIP

The certified membership as of September 30, 1973 was 266,054. This figure included 3,522 in Overseas Extension, and 5,379 in the European Federation. The membership as of March 31, 1974 was 270,433. This figure included 260,632 in the United States and Canada; 4,228 in Overseas Extension and 5,573 in the European Federation.

The net gain in the certified membership from September 30 through March 31 is 3,479 in the United States and Canada, 706 in Overseas Extension and 194 in the European Federation, making a total gain of 4,379.

The APS trend report as of August 31, 1974 shows a membership of 275,105, including 5,573 members in the European Federation. Thus, there is a gain evidenced by the trend report of 4,672 members for the five-month period ending August 31. 4,360 of these were in the United States and Canada, 312 Overseas Extension.

The overall growth in the United States and Canada, in the eleven months of this administrative year, as evidenced by the number of adds reported, is 18.21%. At the same time last year, the comparable figure was 17.78%. Even though this increase in the percentage of growth does seem slight, it is an indicator of what is happening in the membership picture.

It is also interesting to note that the total membership figure which was used in billing the clubs for the first six months of 1974-75 was the highest ever -- 269,531. This figure, of course, reflects all membership except that included in the European Federation.

When the membership certificates were processed, resulting in the certified figure for March 31, 1974, we had a minimum loss. However, experience has taught us that there is a tendency to delete a much larger number of members at the close of the administrative year.

Emphasis is being placed upon membership programs during the closing months of the year in almost all districts, with intensive effort in a few, and it would be hoped that the certified figure as of September 30 may reflect a smaller than normal number of deletions.

The new member adds for the period of October 1, 1973 through August 31, 1974, was 46,830. This is 1,562 more than was recorded in the same period during the last administrative year.

President Bill and the International Committee on Membership Growth have put forth a super effort, and it is also worthy of noting that there has been intensive effort on the part of the Board Counselors to the various districts. The results up to this date speak for themselves.

NEW CLUB BUILDING

As we write this report, 276 new clubs have been organized in the 1973-74 administrative year. This compares with 245 for the same period a year ago.

212 of these new Kiwanis Clubs have been organized in the district comprising the United States and Canada, 40 in Overseas Extension and 24 in the European Federation.

Currently, there are 33 Kiwanis Clubs in formation; 4 of these are in the United States and Canada, 19 in the European Federation and 10 in Overseas Extension.

Every district in Kiwanis International has organized at least one new Kiwanis Club. Montana and the Utah-Idaho Districts have established new all-time records.

16 districts have equaled or exceeded their New Club Building records established last year. The Texas-Oklahoma District again leads the list, with 22 clubs organized; California-Nevada-Hawaii is second with 19; Eastern Canada and the Caribbean has had an outstanding record this year, more than doubling the number of clubs built in 1972-73. The same can be said of Western Canada, which has built 5 clubs this year as compared to one club last year. These are merely samples of outstanding records in New Club Building evident at this time, and these figures, of course, will change right up to midnight of September 30.

No such New Club Building record as is already evident could be achieved without the full support of everyone involved. Special recognition must be accorded the International Committee, headed this year by Trustee Carl Miller and certainly the Field Service Staff has rendered yeoman service as well.

The potential for new clubs in 1974-75 is most encouraging. Currently there are more organizational meetings scheduled for October and November than has been evident in recent years. It would appear that the all-time record in New Club Building, which is 286, may be surpassed during the current administrative year, and this will certainly be a challenge for all future years.

Growth in Overseas Extension continues to be impressive and the projection for next year is excellent.

SPONSORED YOUTH

Highly successful conventions were held by both Circle K and Key Club. Key Club has also completed another excellent session at Freedoms Foundation at Valley Forge; all but one district was represented. Circle K will have a Leadership Education seminar, scheduled for St. Louis, Missouri, October 18-20.

The situation in Key Club continues to be a major concern. Approval will be requested to revoke the charters of 215 Key Clubs in a year when 154 new Key Clubs have been built. Also, a distressing figure is the 250 non-meeting clubs. Every effort must be made to ascertain the fundamental causes for the deterioration in the effectiveness of the Key Club program.

The Circle K picture is much different. 70 new clubs were organized in the last administrative year; the non-meeting club list has been reduced by 28, and 20 of these clubs have asked to retain their charter, with the feeling that they can be reactivated.

The 70 new clubs built is the highest number organized in any one year since 1966.

The membership figure of 9,993 is approximately 1,700 more than last year. The dues collected also increased by a small amount.

There are still concerns related to the structure of Circle K and the Board Committee will, of course, review the requests which have been indicated in the Resolutions passed at the last International Convention.

KIWANIS EDUCATION TAPES : The acceptance and use of the KET tapes has considerably exceeded anticipated levels. As of this moment more than eighteen thousand tapes have been purchased throughout all of our districts to help in the training of club and division leadership. President Roy, whose enthusiasm for the use of tapes brought the KET tapes into existence, has received a great deal of enthusiastic comment and is looking forward to seeing evidence of their value during his administrative year. We are much indebted to Joe Ross, Chairman of Communications Services, for his long hours of personal work in duplicating these tapes and for his unstinting sales efforts at the KET booth at the Denver Convention.

WOMEN IN KIWANIS : Another Kiwanis club has seen fit to test the validity of our constitutional limitation of membership in Kiwanis to men. The Elk Grove, Illinois club was reported by its lieutenant governor to have inducted a woman into membership. The club has been given the indicated notice of thirty days to remove any women from its rolls, said notice to expire on October 20, 1974. The South Chicago, Illinois club continued its efforts to retain its one woman member but refunded her initiation fee and dues just before its official notice expired. The Cheyenne Mountain, Colorado club president has submitted a written request for a sixty day extension on this Board's order to drop its women members. The Great Neck, New York club has been officially dissolved, pending a hearing at the Atlanta convention of Kiwanis International. That hearing has been requested by Martin Strick, who was President of the club before its charter was revoked.

These are the only cases of which we have received notification as of this date.

LOTTERIES : Opposition to this constitutional restriction in Kiwanis International is growing rapidly. Canadian Kiwanians have been objecting over the past several years and they are now joined by Kiwanians in the Pacific Northwest, the Philippines, and the twelve American states in which state lotteries are now operating, with Illinois being one of the most recent. An important part of our responsibility to this Board is to point out areas of potential difficulty. Certainly this whole question is such an area and needs careful evaluation in the best interests of our organization's future.

FINANCES : Inflation has had a pronounced effect on our operating expenses. However, thanks to our continuing membership growth, a good international convention experience, and excellent cooperation from every member of the General Office Staff, we will end the 1973-74 administrative year well above the budgeted excess of income over expense.

As we go into the 1974-75 year we are continuing to make every effort to hold expenses to the lowest possible level.

THE KIWANIS MAGAZINE

Our deepest concern is with The Kiwanis Magazine.

As we indicated in earlier reports this year, production costs have been spiraling at an alarming rate. Paper cost alone now represents 55 percent of our total manufacturing cost; postage is expected to more than double over the next three years.

A new advertising rate card reflecting a unit increase of approximately 10% will go into effect January 1, 1975. This will not necessarily raise our dollar volume but it will help us keep the advertising volume that was built this year. We plan to continue our special issues which have accounted for the fact that our advertising revenue has been higher than in previous years. Our May "Travel" issue produced the highest dollar volume for any one issue in our history. The November issue, a special "Gift" issue, will bill 40% more advertising than last year, making this our largest November issue. Despite this excellent sales effort The Kiwanis Magazine will end the year with an estimated deficit of \$30,000. We have discussed such drastic steps as a reduction in the number of issues as well as a possible reduction in the number of pages per issue but recommend strongly that these steps not be taken, because of the effect they would have on our readers as well as on our advertisers. The Board Committee on Publications and Advertising will want to give this long and careful consideration. We certainly do not want to give up the reputation of The Kiwanis Magazine as the best in the service club field.

LIFE MEMBERSHIP

At the request of this Board we have investigated the Life Membership Plan which is enjoying so much success in Optimist International. A detailed working paper on Life Membership was submitted to the members of the Executive Committee, outlining the answers to specific objections which were raised when this matter was first discussed several years ago. The responses of the Executive Committee have been quite favorable and, at the request of President Roy, the Board Committee on Finance has discussed the various aspects of Life Membership for our organization.

WORLDWIDE STRUCTURE

The resolution passed by the House of Delegates in Denver reflected the desire of Kiwanians to see constructive effort on the part of the Board to achieve the various elements listed in that resolution. In the period of time since convention excellent comments and criticisms (all constructive) have been received from all levels of Kiwanis leadership. As well may be imagined, these suggestions vary from one extreme to the other, but they are further proof of the need for re-examination of our worldwide structure. The special meeting which President Roy has called for tomorrow morning should help to bring this matter into sharper focus. It is hoped that this Board meeting, having provided opportunity for input from governors, past international presidents -- indeed all levels of leadership -- will produce another long forward step toward insuring the future of Kiwanis International worldwide.

STAFF

On September 13 Sponsored Youth Director Robert F. Lucas resigned from our staff to accept the post of convention manager for the National School Boards Association. Bob has done an excellent job for Kiwanis and, although we were sorry to have him leave us

we are confident that Gary McCord, who has been serving as Assistant Administrator for Key Club International, will prove to be an excellent choice as our new Key Club Administrator. The position of Director of Sponsored Youth will not be filled at this time.

We therefore cordially recommend:

That the Board approve the appointment of Gary McCord as Administrator of Key Club International, effective September 15, 1974.

(Adopted)

We have been searching for a new Manager of Club Services for several months and are happy to report having found one who fits all our requirements. William A. Brown, a past lieutenant governor from Oshkosh, Wisconsin, comes highly recommended, not only for his work in Kiwanis through the years but for his chairmanship of this year's Wisconsin-Upper Michigan District Convention.

We therefore cordially recommend:

That the Board approve the appointment of William A. Brown as Manager of Club Services, effective September 26, 1974.

(Adopted)

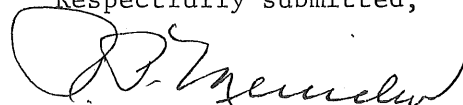
The favorable action of the House of Delegates on the additional fifty cents for Overseas Extension has made it possible for us to fill a sorely needed vacancy on our Staff. Raymond G. Jeanes, a resident of Homewood, Illinois, has many years of experience in field service for one of our brother service club organizations. He speaks Spanish fluently and has a good understanding and use of Portuguese. He has lived in South America for many years and should be an excellent addition to our Field Service staff. He will move his family to a location in South America to be determined during this Board meeting.

We therefore cordially recommend:

That the Board approve the appointment of Raymond G. Jeanes as a Field Service Representative for Kiwanis International, effective October 1, 1974.

(Adopted)

Respectfully submitted,



R. P. MERRIDEW
International Secretary



L. A. HAPGOOD
Associate Secretary

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

September 25-29, 1974

Date of Committee Meeting: September 27, 1974

Place of Committee Meeting: General Office

Present: Members - James C. Brooks, Ralph C. Keyes, E.B. "Mac" McKittrick
Chairman - Maurice Gladman
Staff Members - Fay H. McDonald, L. A. Hapgood
Others - Stephen H. Hart, Jr., T.R. Johnson, Ernest Sturch,
Douglas Wasson

Restructure of Board of Trustees

The Committee is most appreciative of President Roy Davis in arranging the joint session involving this committee and the Board Committees on Overseas Extension and Laws and Policies, as well as all Board members and Past International President Correspondents to participate in a full discussion of implementing the restructuring of the Board of Trustees as indicated by the adoption of the Administrative Resolution in Denver. Such a session made it possible for this Committee to better prepare its recommendations.

The committee believes that any restructuring of the Board of Trustees of Kiwanis International involves several stages of implementation. The first stage would involve the specific representation by areas on the Board of Trustees, looking towards the presentation of amendments to do this at the Atlanta Convention and the implementation of these changes, if adopted, at the San Diego Convention in 1976.

Therefore, the committee presents the following recommendations as guidelines for the development of the appropriate amendments to implement these principles:

Recommendation #1:

The committee recommends the following principles for the reorganization of the Board of Trustees of Kiwanis International as defined in Article VIII, Section 1 of the Constitution: "The Board of Trustees shall consist of the President, President-elect, Immediate Past President, the two (2) Vice-Presidents, Treasurer, and twelve (12) Trustees."

1. Each federation shall be entitled to one member on the Board of Trustees except that, in a year when a federation presents a candidate for office above the trustee level, that federation shall not offer a candidate for the office of trustee.
2. The combined Canadian districts, as now constituted, including all areas provisionally attached thereto, shall be entitled to two members on the Board of Trustees, except that, in a year when a Canadian district presents a candidate for office above the trustee level, that district shall not offer a candidate for the office of trustee.

When there are three members of the Board of Trustees from areas outside the now existing thirty districts in the United States and Canada, the number of Board members from the Canadian districts, as described above, shall be reduced to a minimum of one. Nothing herein shall limit the right of the combined Canadian districts as described above to have one trustee and one officer on the Board at the same time, subject to the limitations specified in paragraph 4 below.

3. There shall be a minimum of 12 members of the Board of Trustees, including the officers and trustees from the United States.
4. No district may have more than one Board member at any one time.

I move that recommendation 1 be adopted.

(This recommendation was passed by unanimous roll call)

The committee recognizes that there is a need to develop not later than the February, 1975 meeting of the Board a method of selecting nominees for the office of trustee. This matter is retained for further study and the committee will have a recommendation in its report to the Board at the February, 1975 meeting.

The committee further recognizes that there is a need for continuing study of other aspects related to a reorganization of the Board of Trustees. Therefore, the committee is retaining for continuing study the following matters:

1. The selection of officers in the restructuring of the International Board of Trustees.
2. The representation on the Board of Trustees from other areas of the world, other than from a federation.

The committee recognizes that any plan to reorganize the Board of Trustees of Kiwanis International on the basis of a worldwide structure will require the Finance Committee to review the financial implications of the plan of restructuring which is adopted and to make provisions for the appropriate financing.

Review of Distinguished Lieutenant Governor and Club President Programs

The committee has no recommendations for changes in the Distinguished Lieutenant Governor and Club President programs at this time. However, the committee will continue its review of these programs for possible improvement.

Review of District Achievement Award Program

It was brought to the attention of the committee that a district is penalized in the category of "membership increase" by the current criteria for the District Achievement Award program in that the organizational membership of new clubs is not included when computing membership increase, but the loss of membership in a new club, if any, is included in determining the net membership increase or decrease in the district. The committee believes that the computation of membership increase should include all new members added, including additions in established clubs as well as the addition that comes with the organization of a new club.

Recommendation #2:

The committee recommends that the criteria in item number 3 on "membership increase" in the grading plan for the District Achievement Award be changed to reflect the comparison of membership of the district on October 1 of a given administrative year with that of September 30 at the end of the administrative year, with no deduction of the organizational membership of new clubs.

I move that recommendation 2 be adopted.
(adopted)

Proposed Amendment No. 2 to the International Bylaws to Amend Article I, Sections 5 and 6, as Submitted by the Wisconsin-Upper Michigan District for Action at the 1974 International Council Meeting.

The Committee believes that the Board should go on record supporting this amendment because there are a number of advantages for clubs to hold the annual meeting of the election of officers and to report on this election at a much earlier date than now provided in the bylaws.

Recommendation #3:

The committee recommends that the Board support the amendment to Article I, Sections 5 and 6, of the Bylaws of Kiwanis International as submitted by the Wisconsin-Upper Michigan District.

I move recommendation 3 be adopted.
(adopted)

We will also retain for study the enfranchisement of Federation members.

I move this report be received.

Respectfully submitted,

JAMES C. BROOKS

RALPH C. KEYES

E. B. "MAC" MCKITRICK

MAURICE GLADMAN, Chairman

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

September 25-29, 1974

Date of Committee Meeting: September 25, 1974

Place of Committee Meeting: General Office

Present: Members - Mark A. Smith, Jr., Douglas Wasson
Chairman - Stephen H. Hart, Jr.
Staff Members - D. J. Hoss, L.A. Hapgood
Others - Roy W. Davis, Merald T. Enstad, Ted R. Osborn,
Hilmar L. Solberg

The committee reviewed the department budget and the statement of Income and Extenses for the year. We found all statements to be in order, and were pleased to note a continuation of an increase in income that began with the 1972-73 year.

The committee received a report from the Board's Official Representative to the Circle K International Convention. It is felt that the convention was extremely successful and enthusiasm ran high. However, there is some degree of concern regarding the relationship of convention activities and the role of politics at the convention. The committee supports a motion that was made in the Circle K House of Delegates calling for the establishment of guidelines for campaign and election procedures.

The committee reviewed the general and organizational resolutions passed at the Circle K Convention. These are attached as Exhibit A for your review. We appreciate the work put into the resolutions and commend the organization for their insight and thoroughness. However, concerning the resolution on "Multi-national Program" we wish to call to the attention of the Circle K Board that while we are in favor of extending the hand of friendship to other countries as outlined in their resolution, the committee cautions them against any attempts to organize or establish districts outside of the United States and Canada, or any attempts to include any outside clubs in already established districts. Regarding the resolution dealing with Vice-President travel, we do not see the necessity of spelling out the number of visits and recommend that this resolution be reconsidered and the number of visits not be so excessive. It should be further noted that, with the exception of the visit to the district convention, these visits should only be made at the invitation of the district. There were some questions raised concerning the wording used in the resolution for Senior Citizens. We would recommend that in the future more careful attention be given to the wording, so resolutions would not rely on startling or shock value statements, but relate more closely to the actual facts.

Next the committee reviewed the Constitutional Resolutions which are attached as Exhibit B. After much discussion, the committee felt that the first resolution concerning Article IV, Section 3 was not explicit enough since it did not indicate the number of representatives from each club. The committee is recommending further clarification as indicated in the underlined portion of the following recommendation, as well as the deletion of the words "or in addition to."

Recommendation #1:

The committee recommends that Article IV, Section 3 of the Circle K International Constitution be changed by adding the following:

"A district may operate under a Council of Representatives in lieu of Lieutenant Governors with the approval of the Kiwanis District Board and the Circle K International Board of Officers. In the event a Council of Representatives system is utilized, there will be only one (1) representative from each club. Each representative must be a member in good standing of an active club and shall be elected thereby.

I move that recommendation 1 be adopted.
(adopted)

The committee discussed the resolution concerning Article IV, Section 7. This resolution deals with District conventions only. The constitution does not presently grant a vote at district conventions to International Officers. However, this point is not perfectly clear and has been misinterpreted on occasions in the past. This resolution will clarify this situation.

Recommendation #2:

The committee recommends that Article IV, Section 7 of the Circle K International Constitution be changed by adding the following:

"International Officers shall not be considered delegates unless certified as representing their home club."

I move that recommendation 2 be adopted.
(adopted)

The committee considered the resolution calling for an increase in the number of Vice-Presidents and the addition of an elected Board Secretary. The committee has received a request from the Circle K Board of Officers asking that consideration of this resolution be delayed until our May Board Meeting. The committee feels that this delay would be in the best interest of Circle K International. This resolution needs very careful study and review. We feel that by waiting we will have almost three full years under the present International Board structure upon which to base consideration for any change. This resolution will be retained on the committee's agenda for our May meeting and action will be taken at that time.

The committee reviewed the resolution calling for a change in the balloting for International Officers. This change would provide for the Presidential and Vice-Presidential elections to be accomplished on separate ballots, thus allowing an unsuccessful presidential candidate to be nominated from the floor for a Vice-Presidential position. The committee feels that oftentimes there are extremely qualified individuals competing for the office of President and while only one can be elected, the involvement and leadership capabilities of the others should not be lost. This resolution would give the delegates a more open opportunity to choose the proper leadership for this organization. This is especially important when you consider the fact that tenure of membership for the average Circle K member is three years or less. The committee does not feel that the statement concerning "write-in votes" should be included. It is felt that this would be better handled in separate policy statements that the committee plans to formulate.

Recommendation #3:

The committee recommends that Article V, Section 8, paragraph 3 of the Circle K International Constitution be changed to read as follows: "All voting shall be done by written ballot. The election of the President and Vice-Presidents of Circle K International shall be conducted separately using separate ballots. The election of the President shall be completed and the results announced to the House of Delegates. The House of Delegates shall then proceed with the election of Vice-Presidents. Nothing contained herein shall deny a defeated Presidential candidate from being a candidate for Vice-President. No ballot shall be counted whereon it appears that the delegate has voted for a greater or lesser number of nominees for said office than there are vacancies to be filled. Cumulative voting, and voting by proxy shall not be allowed."

I move that recommendation 3 be adopted.
(adopted)

At their last meeting, the Circle K board found it necessary to recommend the revocation of the charters of 73 clubs. We acknowledge the seriousness of these losses but are satisfied that every effort has been made to save these clubs, before the above action was taken. Those clubs for the most part, have been inactive for at least two years. The committee notes that this is the lowest number of charters to be revoked in several years, and we hope that this is a trend which will continue in the future.

Recommendation #4:

The committee recommends that the action taken by the Circle K Board to revoke the 73 charters listed on Exhibit C be approved.

I move that recommendation 4 be adopted.
(adopted)

A schedule of the forthcoming Circle K International Leadership Conference to be held in St. Louis, October 18-20 was reviewed and found to be in order. The program is financed by the Kiwanis International Foundation. As was approved last year, a member of the Board Committee will be in attendance at this function.

The committee reviewed the selection of the Royal York Hotel, Toronto, Ontario, and the Mayflower Hotel, Washington, D.C. as the sites for the 1975 and 1976 Circle K International Conventions and found them to be in order.

Recommendation #5:

The committee recommends that the Royal York Hotel, Toronto, Ontario be approved as the site for the Circle K International Convention, August 17-20, 1975, and that the Mayflower Hotel, Washington, D.C. be approved as the site for the Circle K International Convention, August 15-18, 1976.

I move that recommendation 5 be adopted.
(adopted)

The committee received a request from the Circle K International Board for an adjustment to the department budget. An excerpt from the Circle K Board Minutes dealing with this subject is attached as Exhibit D. We agree with the concept behind this proposal and feel that it will do a great deal to alleviate problems that often occur when the President does not know exactly how much he has to work with during the year. If approved, the President will know that he has "x" amount of dollars and when this is gone there would be no more. We feel that this will also help simplify operating procedures for the Circle K Department.

Recommendation #6:

The committee recommends that the travel account in the Circle K budget be divided into two categories as specified in Exhibit D, to be utilized by the Circle K Administrator and the Circle K International President and that it be referred to the Finance Committee for their attention.

I move that recommendation 6 be adopted.
(adopted)

The committee received information from the Ohio Kiwanis District concerning the intention of the District to switch from the manner of collecting district dues for Circle K clubs to a sponsorship fee system that is similar to Circle K International. They intend to collect a \$40 fee from the sponsoring Kiwanis clubs. The committee recognizes that the Board Committee on Key Clubs is reviewing a similar proposal. The aid of the Board Committee on Laws and Policies has been solicited by both this committee and the Board Committee on Key Clubs.

Recommendation #7:

The committee recommends that in view of Legal Counsel's opinion that the proposed Circle K Sponsorship Fee program of the Ohio District is not in compliance with its bylaws, it is requested that the district take such action as will bring it into compliance with the bylaws.

I move that recommendation 7 be adopted.
(adopted)

Next the committee discussed the proposed Circle K Alumni Association. This matter has been discussed at several previous committee meetings. The committee reviewed comments received from legal counsel concerning this matter. The committee definitely feels that this proposal has merit and would not be harmful to our Circle K program. It is felt however, that if the name "Circle K" is used in conjunction with the Alumni Association it would imply control and association with Kiwanis International. It is felt that this is not desirable for either the association or Kiwanis International, yet the use of the name of Circle K would imply this. Thus the Committee feels that the Association should proceed with their formation plans, but we suggest that they use initials or some other name rather than Circle K in order to avoid any implications and legal responsibility. We wish the Association our best wishes for their success.

Consideration was given to the Circle K International Board Meeting dates.

Recommendation #8:

The committee recommends that the dates of January 10-12, 1975, and June 6-8, 1975 be approved for the meeting of the Circle K International Board.

I move that recommendation 8 be adopted.
(adopted)

GENERAL

As a closing comment the committee wishes to note that during this past administrative year there have been 72 new Circle K clubs built. This is the highest number of new club charters granted since prior to 1966. We are extremely proud of this fact and commend both the General Office Staff and James B. Richard, the International Chairman for Circle K, for the hard work and devotion to duty which brought about such an increase in growth. We can all be proud of the accomplishments being made in our collegiate youth program.

I move this report be received.

Respectfully submitted,

MARK A. SMITH, JR.

DOUGLAS WASSON

STEPHEN H. HART, JR., Chairman

RESOLUTIONS
19th ANNUAL CIRCLE K INTERNATIONAL CONVENTION
LOS ANGELES, CALIFORNIA - AUGUST 20, 1974

MULTIPLE SCLEROSIS

Half a million young adults across the United States and Canada have been stricken with the horrors of Multiple Sclerosis. The fight to bring Multiple Sclerosis under control has been slowed by a general lack of community awareness and understanding.

THEREFORE, BE IT RESOLVED that we the delegates to the 19th annual convention of Circle K International, call upon member clubs to institute concrete projects to fight Multiple Sclerosis on any of these three vital fronts:

1. Patient Services
2. Fund raising
3. Community Education

BE IT FURTHER RESOLVED that we invite Kiwanis and Key Clubs to join us in projects confronting the challenges this dread disease presents us together.

HEALTH INSURANCE PROGRAM

Hospital costs have been rising at an alarming rate and one serious illness can easily wipe out a lifetime of saving. Patients suffering from such diseases as Multiple Sclerosis, Sickle Cell Anemia, kidney diseases, and hemophilia require special treatment which may not be available to them because of exorbitant cost factors.

THEREFORE BE IT RESOLVED that Circle K International endorse and support a comprehensive program of National Health Insurance.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to every member of the United States Congress, and to each member of the Canadian Parliament.

ALCOHOL ABUSE

Alcoholism ranks as one of the most underrated yet widespread diseases in the United States and Canada, and has become a major health problem and the chronic alcoholic may develop various kinds of organic diseases resulting in death.

THEREFORE BE IT RESOLVED that Circle K clubs engage in an active program of (1) community seminars and (2) dissemination of educational material, on the problem of excessive alcohol abuse.

SOLID WASTE POLLUTION

Significant effort has been made in combating air and water pollution. This effort has not been made in the area of solid waste reclamation and if present trends continue the amount of solid wastes will double by the year 1980.

THEREFORE BE IT RESOLVED that Circle K International support the regulation of all convenience packaging and other non-biodegradable consumer items.

BE IT FURTHER RESOLVED that Circle K support the banning of sale and manufacturing of all poly-vinyl chlorides packaging materials.

GUN CONTROL

There is a clear relationship between violent crimes and easy availability of firearms. The vast majority of the 68,000 reported armed robberies were committed by means of the "Saturday Night Special" a small snub nosed gun that has no discernible value in either target practice, game hunting, or reliable self protection.

THEREFORE BE IT RESOLVED that Circle K International support fully legislation unilaterally banning production of the "Saturday Night Special", and further that vigorous enforcement of existing laws be encouraged at all levels of government.

SENIOR CITIZENS

Whereas many of our senior citizens are sometimes cast aside to die, and there are not enough programs dedicated to easing the loneliness of our senior citizens.

THEREFORE BE IT RESOLVED that Circle K International work to improve the life of the elderly.

PRISON REFORM

Our nations prisons are overcrowded, and there are few progressive rehabilitation programs designed to make the inmates productive citizens once they have paid their debt to society.

THEREFORE BE IT RESOLVED that Circle K International take steps to improve the quality of prison life through improved educational programs and job and personal counseling.

DRUG REFORM

The possession and use of marijuana is still a felony in many states and provinces. Conviction could result in stiff prison sentences far beyond the constitutional definition of fair punishment.

THEREFORE BE IT RESOLVED that the House of Delegates of Circle K International go on record as favoring drug reform legislation, especially concerning the use and possession of marijuana.

ORGANIZATIONAL RESOLUTIONS

In the past resolutions passed by the House of Delegates of Circle K International have served almost no purpose outside of the convention. The resolutions passed should represent a majority opinion of the Circle K organization.

THEREFORE BE IT RESOLVED that a copy of each of the topical resolutions be mailed to each member of the House of Representatives, the United States Senate and to the Canadian Parliament.

ALUMNI ASSOCIATION

There is a real value to utilizing former members of Circle K International as a resource of information and finances. These former members have expressed a real desire to form their own organization to fulfill these goals and also the goals of maintaining personal friendships built during those years together. The Circle K Alumni Association proposal prepared by the efforts of Charles Eason has embodied these ideas in a most desirable form.

THEREFORE BE IT RESOLVED that this House of Delegates of Circle K International go on record as whole heartedly supporting the efforts of the Alumni Association, and we urge all officers, members, and staff to cooperate fully with this independent association.

VICE-PRESIDENT TRAVEL

An active International Vice-President of Circle K can provide real assistance in the improvement of a district. A Vice-President can effectively counsel a district only by being present to sit down in face to face encounters with officers and members.

THEREFORE BE IT RESOLVED that this House of Delegates of Circle K International go on record as endorsing a minimum requirement for all Vice-Presidents to visit each of their counseled districts three times over the course of the year.

CABINET

There is a need for input by all members of Circle K International in the decision making process of our organization. The concept of the International Cabinet, as expressed over the past two administrations of Circle K, while still beset by problems of personnel and manpower, has shown a real promise as an avenue for International improvement.

THEREFORE BE IT RESOLVED that the House of Delegates of Circle K International go on record as favoring the concept of the International Cabinet, and that the new International President work to perfect the Cabinet system, so as to maximize output for the benefit of clubs.

MULTINATIONAL PROGRAM

One of the most vital of all factors in an organization such as Circle K International is the mixing and exchange of ideas based on people from different areas and cultures. Circle K must move vigorously into uncharted areas of club growth.

THEREFORE BE IT RESOLVED that Circle K International take all necessary steps to complete by 1976 charters for new Circle K clubs in the Caribbean, Mexico, and in the French-speaking provinces of Canada.

BE IT FURTHER RESOLVED that in the interim Circle K International endeavor to follow through to educate all members on the cultures of the various countries that compose our organization.

SPECIAL RESOLUTION

The past few months have created an unsettling effect on the majority of good-willed Americans, leaving our country in need of a rejuvenating effort to unite all Americans in the spirit of harmony to face the difficult foreign and domestic challenges before us.

Gerald R. Ford has shown in his first few weeks of office as President of the United States a distinct desire to effect this unification through the opening of administrative doors to a healthy relationship between government and its people.

THEREFORE BE IT RESOLVED that we the Delegates to the 19th annual convention of Circle K International do commend and fully support President Ford in his ventures on behalf of all Americans.

BE IT FURTHER RESOLVED that we urge our membership to actively help these national efforts to find realistic and compassionate solutions to the problems before us.

CONSTITUTIONAL RESOLUTIONSPROPOSED READING

ARTICLE IV, Section 3: (new paragraph)
A district may operate under a Council of Club Representatives in lieu of, or in addition to Lt. Governors with the approval of the Kiwanis District Board and the Circle K International Board of Officers. Each representative must be a member in good standing of an active club and shall be elected by each club.

ARTICLE IV, Section 7: (add to 2nd paragraph) International Officers shall not be considered delegates unless specifically representing their home club.

ARTICLE V, Section 1
The officers of this organization shall be a President, ten (10) Vice-Presidents, a secretary and an Administrator. Each officer, with the exception of the Administrator, shall be an active member in good standing of a member club during this term of office. No officer of this organization shall serve concurrently in an office in a member club or district within this organization.

ARTICLE V, Section 8 (change 3rd Paragraph) All voting shall be done by written ballot. The Presidential and Vice-Presidential races shall be voted on separate ballots and results read separately in the House of Delegates on the Presidential election before the following election is held. No ballot shall be counted whereon it appears that the delegate has voted for a greater or lesser number of nominees for said office than there are vacancies to be filled. Cumulative voting and voting by proxy shall not be allowed. Write-in votes shall be counted.

CURRENT READING

None

Each member club of a district, in good standing, shall be entitled to two (2) delegates and two (2) alternates in any convention of said district. The Governor and other District Officers shall be delegates-at-large.

The officers of this organization shall be a President, six (6) Vice-Presidents and an Administrator. Each officer, with the exception of the Administrator shall be an active member in good standing of a member club during this term of office. No officer of this organization shall serve concurrently in an office in a member club or district within this organization.

All voting shall be done by written ballot. No ballot shall be counted whereon it appears that the delegate has voted for a greater or lesser number of nominees for said office than there are vacancies to be filled. Cumulative voting and voting by proxy shall not be allowed.

CHARTERS REVOKED

CIRCLE K INTERNATIONAL

August, 1974

ALABAMA

St. Bernard College

Cullman, Alabama

CALIFORNIA-NEVADA-HAWAII

College of San Mateo
University of San Francisco

Burlingame & San Mateo, California
San Francisco, California

CAPITAL

Richard Bland College
University of Richmond

Petersburg, Virginia
Richmond, Virginia

CAROLINAS

University of North Carolina,
Asheville
University of South Carolina
Wofford College

Biltmore, North Carolina
Conway, South Carolina
Spartanburg, South Carolina

FLORIDA

Central Florida Junior College
Chipola Junior College
Gulf Coast Junior College
Miami-Dade Junior College
Polk Community College
University of Tampa

Ocala, Florida
Marianna, Florida
St. Andrew, Panama City, Florida
Miami-Northside, Florida
Winter Haven-Cypress, Florida
Midtown Tampa, Florida

GEORGIA

Armstrong State College
Georgia Southwestern College
Kennesaw Junior College
Morehouse College
Southern Technical Institute

Savannah, Georgia
Americus, Georgia
Metropolitan Marietta, Georgia
Peachtree Atlanta, Georgia
Marietta, Georgia

ILLINOIS-EASTERN IOWA - None

INDIANA - None

KANSAS

Butler County Community College
Dodge City Community College

El Dorado, Kansas
Dodge City, Kansas

KENTUCKY-TENNESSEE

Centre College
University of Kentucky, Prestonburg

Danville, Kentucky
Prestonburg, Kentucky

LOUISIANA-MISSISSIPPI-W. TENNESSEE

William Carey College
Lambuth College
Southeastern Louisiana College
University of Southern Mississippi

Hub City, Hattiesburg, Mississippi
Jackson, Tennessee
Hammond, Louisiana
Hattiesburg, Mississippi

MICHIGAN

Alpena Community College
Wayne State University
West Shore Community College

Alpena, Michigan
Detroit Number 1, Michigan
Ludington, Michigan

MINNESOTA-DAKOTAS - None

MISSOURI-ARKANSAS

Henderson State College
Ouachita Baptist University

Arkadelphia, Arkansas
Arkadelphia, Arkansas

NEBRASKA-IOWA

Boone Junior College
Drake University
Mid-Plains Vocational-Technical College
Southwestern Community College
University of Nebraska, Omaha

Boone, Iowa
Des Moines, Iowa
North Platte, Nebraska
Creston, Iowa
Dundee, Omaha, Nebraska

NEW ENGLAND

Boston College
Cape Cod Community College
Massachusetts Maritime Academy
North Adams State College
Quincy Junior College
Southeastern Massachusetts University
University of Maine, Portland

Boston, Massachusetts
Hyannis, Inc., Massachusetts
Bourne, Massachusetts
North Adams, Massachusetts
Quincy, Massachusetts
New Bedford, Massachusetts
Portland, Maine

NEW JERSEY

Mercer County Community College

Trenton, New Jersey

NEW YORK

Cooper Union College
Manhattan Community College
Onondaga Community College
Rochester Business Institute
Syracuse University
Utica College of Syracuse University

Greenwich Village, New York City, N.Y.
Brooklyn, New York
Onandaga, New York
Rochester, New York
Syracuse, New York
New Hartford, New York

OHIO

Ohio University, Portsmouth

Portsmouth, Ohio

PACIFIC NORTHWEST

Portland State College
Seattle Pacific College
Southern Oregon College
Treasure Valley Community College
University of Alaska
Warner Pacific College

Uptown Portland, Oregon
Magnolia District, Seattle, Washington
Ashland, Oregon
Ontario, Oregon
Fairbanks, Alaska
Mount Scott, Portland, Oregon

PENNSYLVANIA

Behrend Campus of Pennsylvania State
University
Montgomery County Community College
University of Scranton

Erie, Pennsylvania
Norristown, Pennsylvania
Scranton, Pennsylvania

ROCKY MOUNTAIN

El Paso Community College

Rampart Range, Colorado Springs, Colorado

SOUTHWEST - None

TEXAS-OKLAHOMA

Eastfield College
Laredo Junior College-Texas A & I
Oklahoma Baptist University
Paris Junior College

Cotton Bowl, Dallas, Texas
Laredo, Texas
Shawnee, Oklahoma
Paris, Texas

UTAH-IDAHO - None

WEST VIRGINIA

Alderson-Broaddus College
Bluefield State College

Philippi, West Virginia
Bluefield, West Virginia

WESTERN CANADA

Red River Community College
University of Manitoba

Winnipeg, Manitoba, Canada
Fort Garry, Manitoba, Canada

WISCONSIN-UPPER MICHIGAN

Holy Cross Junior College
Waukesha County Technical Institute

Greater Merrill, Wisconsin
Menomonee Falls, Wisconsin

EXTRACT FROM CIRCLE K JUNE BOARD MEETING MINUTES

The Finance Committee is in general agreement with this proposed budget for 1974-75, except as provided in the following recommendation:

Recommendation #3

The committee recommends that the proposed budget for 1974-75 for Circle K International be adopted with the following stipulations: (1) that the travel allocation in the 1974-75 budget be split between the Administrator of Circle K and the President of Circle K International at \$1,500.00 and \$1,000.00 respectively; (2) that the money allocated for the Administrator of Circle K shall be spent in such areas or organizational travel as: Convention survey trips, district conventions when necessary, and certain other organizational meetings; (3) that the money allocated for the President of Circle K shall be spent in such areas or organizational travel as: Conovact, Fall and Spring district training conferences, if necessary, supplemental district convention travel, if necessary, the International Leadership Training Conference, and Circle K regional training conferences; and (4) that consultation will take place between the Administrator of Circle K and the President of Circle K prior to any travel, so that measures can be taken to be sure that all trips are properly planned and that the funds are utilized in the best possible manner.

I move that recommendation 3 be adopted.

REPORT OF BOARD COMMITTEE ON CONVENTION
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25-29, 1974

Date of Committee Meeting: September 26, 1974

Place of Committee Meeting: General Office

President: Members - Maurice Gladman, Ted Osborn
Chairman - Mark A. Smith, Jr.
Staff Members - L. A. Hapgood, A.P. Kelly, R.P. Merridew
Others - Roy W. Davis, Jack Delf

The committee discussed District Headquarters Hotel Assignments, as well as the Official Family Headquarters Hotel, which will be the Hyatt Regency. A list of District Headquarters Hotels is attached. We will be able to house a minimum of 65% of each District's quota at the Headquarters Hotels. If the Districts register early, there is a strong possibility they will be able to have more than 65% of their quota in the hotel.

The Omni Arena will be the location for general sessions. It is an excellent facility with good sight lines and good accoustics.

It has been tentatively determined that Registration Credentials, Meetin' House, Exhibits, Reception for Candidates, etc., will be located in the Hyatt Regency Hotel Exhibit Hall, predicated upon an actual physical survey of facilities in December by the Board Committee.

The Ladies Program on Monday and Tuesday will be located in the Civic Center Theatre.

Contemporary issues, workshops, and forums will be mainly staged in the Hyatt Regency Hotel and the Marriott.

There will be a Program Participants' Dinner at the Omni on Sunday evening prior to the General Session.

An innovation this year would be to expand show time by making it part of Monday night's Youth Program, giving us, in effect, two nights of top quality entertainment - Monday and Wednesday nights; the two Youth Presidents would be the main speakers on Monday night.

The basic program otherwise remains unchanged, except for the following:

Conference on Nominations will be changed to 3:00 P.M. on Tuesday to conform with the beginning of the other meetings.

A New Club Presidents/Secretaries Meeting would be scheduled for 1:30 P.M. on Tuesday.

Amendments will be presented on Tuesday morning this year, Resolutions on Wednesday morning.

Requests for decreases in quota from California-Nevada-Hawaii and Eastern Canada-Caribbean were accepted by the committee.

The Convention Planning Conference will be held in Atlanta, December 6-9.

Recommendation #1:

A change in dates for future Convention Planning Conferences was recommended by the committee. The committee recommends that the Planning Conference for the San Diego Convention be held at an earlier date, prior to October 1, and perhaps as early as July, which would allow us to finalize many additional items at the Fall Council Committee Meeting.

I move that recommendation 1 be adopted.
(adopted)

It was suggested that the Chairman for the San Diego Convention would be welcome to attend the Atlanta Planning Conference if the California-Nevada-Hawaii District so desired.

It is suggested that Staff attempt to have all Headquarters Hotels on the map in the printed program.

The Presentation of Flags of Kiwanis Nations will be moved to the opening session on Monday morning.

The International Board, Past Presidents, Past International Officers, and Foundation Board members will be bused to Glenn Reed's home for dinner on Friday evening prior to the Convention.

The possibility of a special registration fee for clubs registered 100% in the host area was discussed; it is suggested that further study be given to the question.

The Convention Manager will be surveying the cities which extended invitations for 1979 and 1980 between now and the May Board Meeting, by which time decisions should be finalized for those two years.

Respectfully submitted,

MAURICE GLADMAN

TED R. OSBORN

MARK A. SMITH, JR., Chairman

HEADQUARTERS HOTEL ASSIGNMENTS

HOTEL

Hyatt Regency:

Capital
Illinois-Eastern Iowa
Kentucky-Tennessee
Official Family

Atlanta American:

Pacific Northwest
Kansas
Southwest

Atlanta Cabana:

New Jersey

Atlanta International:

Western Canada
Texas-Oklahoma

Atlanta Townehouse:

New York

Fairmount:

California-Nevada-Hawaii

Holiday Inn Central:

Alabama

Holiday Inn Downtown

Missouri-Arkansas
Carolinas

HOTEL

Hyatt Riviera:

Indiana
Eastern Canada & the Caribbean

Sheraton Biltmore:

Michigan
Georgia
Wisconsin-Upper Michigan

Mariott:

Ohio
Rocky Mountain
Minnesota-Dakotas

Royal Coach:

Florida

Stouffers:

Utah-Idaho
Pennsylvania
New England
Montana

Ramada Inn (Central):

Louisiana-Mississippi-West Tennessee

Whitehouse Inn:

Nebraska-Iowa
West Virginia

REPORT OF BOARD COMMITTEE ON KEY CLUBS

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25 - 29, 1974

Date of Committee Meeting: September 27, 1974

Place of Committee Meeting: General Office

Present: Members - Paul Chandler, Merald T. Enstad

Chairman - Ted R. Osborn

Staff Member - Gary R. McCord

Others - Maurice Gladman, Douglas Wasson

The committee reviewed the departmental budget, convention statement and Statement of Income and Expenses for the year. We found the statements to be in order, although we noted there was a drop in the cash account due to the slight decrease in Key Club membership. The committee intends to conduct a continuing study of finances.

The committee received a report on the 31st Annual Convention of Key Club International, held in Houston, Texas, from the Board's official representative, H. Lee Powell, Jr. The report cited the fact that this was one of the best Key Club International Conventions that the representative had attended. He was exceptionally pleased with the manner in which the Key Clubbers in attendance conducted themselves.

The resolutions passed by the Key Club Convention were reviewed by the committee. These are attached as Exhibit A for your review. We feel that these resolutions are truly representative of the high degree of dedication and interest held by our Key Club members. The committee requests that the Administrator of Key Club International furnish a copy of these resolutions to John T. Roberts, Chairman of the Kiwanis International Committee on Resolutions, for the information of his committee.

The committee also reviewed the action of the Key Club Board in revoking 181 charters at their last meeting. While we acknowledge the seriousness of these losses, we are satisfied every effort was made to save these clubs. The clubs have, for the most part, been inactive for at least two years.

Recommendation #1:

The committee recommends that the action taken by the Key Club Board to revoke the 181 charters as listed on Exhibit B be approved.

I move that recommendation 1 be adopted.

(Adopted)

Consideration was given to the request for approval of the Key Club International Board Meeting dates to be held at the General Office.

Recommendation #2:

The committee recommends that the dates of October 26-28, 1974 and February 21-23, 1975 be approved for the meetings of the Key Club International Board at the General Office and that a member of the Board Committee on Key Clubs be in attendance at these meetings.

I move that recommendation 2 be adopted.

(Adopted)

A report of the Freedoms Foundation Seminar held at Valley Forge, August 29 - September 2, 1974, was received. This year's conference was extremely successful and, from all reports and evaluations received from those in attendance, highly popular. We would like to express our thanks and appreciation to the Kiwanis International Foundation for its funding of this activity.

An evaluation of the Regional Training Conferences held last May for the newly elected Key Club Governors and District Administrators was received. This was the first year that the conferences have been in May, having been previously held in September. These are scheduled in conjunction with similarly designed training conferences for Circle K. We feel that there is a definite benefit resulting from having these conferences at the earlier date, and commend the staff on this adjustment.

On the matter concerning female membership in Key Club International, the committee reviewed the proposed Department of Health, Education and Welfare regulation regarding a law banning sex discrimination by educational institutions receiving federal financial aid. It is the opinion of the committee that this does not affect the functioning of Key Clubs at the present time since the regulations have not yet been finalized. We do not feel it is necessary to take any action at this time and will retain this matter for further study. The committee would also like to note at this time that an amendment calling for female membership in Key Club was turned down by the House of Delegates at the last Key Club International Convention.

The committee next reviewed Chapter 622 of the Acts of 1971 in School Districts of the Commonwealth of Massachusetts in regards to Equal Education Opportunity and a subsequent memorandum from the Department of Education of the Commonwealth of Massachusetts entitled "Recommendations for Implementation" from the Commissioner of Education. Based on the committee's interpretation of this material, it appears that Key Clubs in Massachusetts must allow female membership in their clubs or Key Clubbing will not be permitted in the public schools of that state. The committee respectfully requests that the Board give them direction on this matter either directly or through an opinion from our legal counsel. The committee has also asked the staff to supply information on the Keywanettes program to the New England District Key Club Administrator for his information and response. The committee will continue to study the matter of female membership for the entire Key Club organization and intends to have a recommendation for the Board at the February meeting regarding this matter.

The committee then gave its attention to a letter from Michael M. D'Auria, Key Club Administrator for the New York District, and to the response to his letter from the General Office staff in regards to allowing girls in Key Clubs on a

district option basis, with each district determining its own policy. It is the opinion of the committee that the material as submitted was handled correctly and that they are in complete agreement with the contents of the response to the original letter.

The committee was then apprised by the Key Club Administrator of an action of the Ohio Kiwanis District Board of Trustees at their August 1974 Board Meeting. This information was included in the minutes of that Board Meeting. This approved action of the Kiwanis District implemented a Key Club Sponsorship Fee of \$35.00 per year to be paid to the Kiwanis District by the sponsoring Kiwanis Club to cover district dues. The sponsoring Kiwanis Club would in turn collect the annual dues from the Key Club up to that amount.

Recommendation #3:

The committee recommends that the proposed Key Club Sponsorship Fee program of the Ohio District of Kiwanis International be referred to the Board Committee on Laws and Policies for a determination of the legality of the proposals, and that the Ohio District of Kiwanis International be advised that no action should be taken toward implementation of this proposal until after they have been notified of this Board's action at its next meeting.

I move that recommendation 3 be adopted.

(Voted, that this recommendation be tabled and referred to the Laws and Policies Committee for consideration and report back to the Board at this meeting.)

Upon reconsideration of the above recommendation, it was voted, that the words "at its next meeting" be stricken from the recommendation.

Upon receipt of the report of the Laws and Policies Committee it was voted that in view of Legal Counsel's opinion that the proposed Key Club sponsorship fee program of the Ohio District is not in compliance with its bylaws, it is requested that the district take such action as will bring it into compliance with the bylaws. (It was suggested that a covering letter of explanation be sent to the district, commending the district for its action and indicating it is being studied as a possible guide for other districts.)

The committee wishes to express appreciation to the 1973-1974 Board Committee on Key Clubs for its outstanding discharge of its duties and gives special commendation to Past Trustee H. Lee Powell, Jr. whose dedication and involvement in the Key Club International program meant much to Key Clubbing during this past year.

The committee also wishes to express its appreciation to Robert Lucas for his past services in connection with the Key Club organization.

I move this report be received.

Respectfully submitted,

PAUL CHANDLER

MERALD T. ENSTAD

TED R. OSBORN, Chairman

THEREFORE BE IT RESOLVED that Key Club International thanks R. P. Merridew, Secretary, Kiwanis International; H. Lee Powell, Jr., Trustee, Kiwanis International; Martin J. Young, Chairman, International Committee on Key Clubs; Morton O. Alper and James Soltesz, Members, International Committee on Key Clubs; Kim Dinsmoor, Chairman of the Texas-Oklahoma District; David A. North, Kiwanis General Host Chairman and Robert F. Lucas, Gary R. McCord, Donald J. Hoss and the Key Club and Supplies Department staffs from the General Office in Chicago.

WHEREAS Key Clubbers have played a large part in planning this convention,

THEREFORE BE IT RESOLVED that we of Key Club International thank Robert Kolin, Key Club General Host Chairman; Gary Wallace, Host Governor; the Key Club International Committee Chairmen; Convention Host Key Clubs: S. F. Austin, Bellaire, Galena Park, Lamar Senior, R. E. Lee, Madison, Milby, North Shore, Sam Rayburn, Sharpstown, Spring Branch, Spring Woods, Stratford, Texas City, Waltrip, Westbury, Westchester, and all committees working under their direction.

WHEREAS the entertainment at this convention has been refreshing and enjoyable and a true addition to the convention program,

THEREFORE BE IT RESOLVED that we congratulate and thank Maurice Stander, Organist from Miami Beach Senior High School and the Marine Corps Color Guard of Houston and performing groups "RAW," "HESPA" and Judy England and Charles White.

WHEREAS Lori Lei Matsukawa, Miss Teenage America, did a superlative job in brightening up the Talent Show,

THEREFORE BE IT RESOLVED that we thank Miss Matsukawa for sharing this experience with us.

WHEREAS the participants at this convention have been treated as special guests of Houston, Texas,

THEREFORE BE IT RESOLVED that we, in the convention here assembled, heartily thank the staffs of the Astrodome, Astroworld, Howard Johnson and Holiday Inn Hotels, the convention bureau and especially the gracious people of Houston, Texas.

KEY CLUB INTERNATIONAL
Kiwanis International Building
 101 East Erie Street, Chicago, Illinois 60611

Printed in U.S.A.



RESOLUTIONS

RESOLUTIONS ADOPTED
 THIRTY-FIRST ANNUAL CONVENTION
 KEY CLUB INTERNATIONAL
 JULY, 1974 — HOUSTON, TEXAS

SPIRITUAL VALUES

WHEREAS Key Clubbers are concerned with the human and spiritual values of life, and

WHEREAS "support of churches" is listed as one of the seven recommended projects of each individual Key Club, and

WHEREAS Key Club International recognizes the existence of a supreme being over mortal man,

THEREFORE BE IT RESOLVED that Key Club International urges each individual Key Club to support the activities of the various religious institutions of their community and their spiritual aims and ideals.

BE IT FURTHER RESOLVED that Key Club International acknowledges the right of individuals to live their spiritual lives as they see fit.

K-FAMILY RELATIONS

WHEREAS Key Club International is part of the K-Family and has progressed with the sponsorship of Kiwanis International, and

WHEREAS Kiwanis International adopted a program for Kiwanians, Key Clubbers, and Circle K members to get to know each other on a one-to-one basis, and

WHEREAS the K-Family recommends joint service projects through the new Kiwanis International Theme, "Show You Care,"

THEREFORE BE IT RESOLVED that we the members of Key Club International, take the initiative to reach out and care for others.

BE IT FURTHER RESOLVED that we emphasize joint service projects in which Key Club, Circle K and Kiwanis work together to improve the quality of life in the community.

MEMBERSHIP GROWTH

WHEREAS the individual Key Clubber is the most important person of Key Club International, and

WHEREAS membership growth is one of the most important items confronting Key Club today, and

WHEREAS an active, interested, and involved membership is essential to promote the objectives and ideals of Key Club International, and

WHEREAS the service potential of this organization is dependent upon the quantity and quality of its membership,

THEREFORE BE IT RESOLVED that all Key Clubs strive to increase the quantity and quality of their membership.

PUBLIC HEALTH

WHEREAS public health should be the concern of people everywhere, and

WHEREAS public health has always been a concern of Key Club International, and

WHEREAS we recognize venereal disease, alcoholism, and drug abuse as growing and misunderstood problems in society today, and

WHEREAS we wish to place special emphasis on the need to solve the concerns of birth defects and dental disease,

THEREFORE BE IT RESOLVED that we, the members of Key Club International, pledge ourselves to help in reducing these diseases by the dissemination of knowledge aimed at educating individuals.

COMPANIONSHIP

WHEREAS people of all ages, those physically or mentally handicapped, or for any other reason isolated from society, need the companionship of others, and

WHEREAS a one-to-one relationship is used in our Buddy Program,

THEREFORE BE IT RESOLVED that all Key Clubbers be urged to support and participate in a personal relationship with those for whom the need exists.

GOLDEN ANNIVERSARY

WHEREAS 1975 marks the 50th Anniversary of the founding of the Key Club movement, and

WHEREAS we of Key Club International are concerned with fully educating our communities about the scope and objectives of Key Club International, and

WHEREAS a Presidential Proclamation and Commemorative Stamp would serve the dual purpose of informing the community and commemorating this anniversary,

THEREFORE BE IT RESOLVED that all Key Clubs in Key Club International should actively participate in and support all programs connected with the commemoration of Key Club's Golden Anniversary.

ENVIRONMENT

WHEREAS there is an awareness of our needs for more energy, and

WHEREAS there is an increase in the use of other natural resources, and

WHEREAS these resources are constantly being used in a great abundance, and

WHEREAS man's exploitation of his environment is an ever increasing problem, and

WHEREAS there is evidently not enough caring on the part of mankind to control this ever increasing problem, and

WHEREAS it will take a massive effort on the part of a unified group of individuals to improve this situation,

THEREFORE BE IT RESOLVED that we promote practical application and effective programs to alleviate the problems that are facing us in our communities but taking into consideration the technological advances necessary for industry and business.

APPRECIATION

WHEREAS the many speakers at the 31st Annual Convention had a truly inspiring message for Key Club,

THEREFORE BE IT RESOLVED that we, the members of Key Club International, extend our heartfelt thanks to William M. Eagles, M.D., President, Kiwanis International; David W. Regan, Trustee, Key Club International; James Jeffrey, Board Member, Fellowship of Christian Athletes; and Dr. Murray Banks.

WHEREAS Key Club International is blessed with many hard working Kiwanians who put in many extra hours at the convention,

CLUB CHARTERS TO BE REVOKED
KEY CLUB INTERNATIONAL BOARD MEETING
HOUSTON, TEXAS - 1974
(club and sponsor listed)

ALABAMA

Abbeville H.S., Abbeville, Alabama
Citronelle H.S., Citronelle, Alabama
Winterboro H.S., Talladega, Alabama

CALIFORNIA-NEVADA-HAWAII

Anaheim Union H.S., Anaheim, California
Benicia H.S., Benicia, California
Carlmont H.S., San Carlos, California
Carpinteria Union H.S., Carpinteria Valley, California
Channel Islands H.S., North Oxnard, California
Charter Oaks H.S., South Hills, Covina-West Covina, California
Corona H.S., Corona, California
De La Salle H.S., Concord, California
Del Campo H.S., Carmichael, California
Duarte H.S., Duarte, California
Hanford Joint Union H.S., Hanford, California

Highland H.S., Westchester, Bakersfield, California
Kearny H.S., Kearny, Mesa, California
Lincoln H.S., El Dorado, Stockton, California
Lowell H.S., The Highlander, La Habra, California
Magnolia H.S., Greater Anaheim, California
Merced Union H.S., Merced, California
Mountain Empire H.S., Pine Valley, California
Norco Senior H.S., Norco, California
Oxnard Union H.S., Oxnard, California
Reno H.S., North Reno, Nevada
San Ramon H.S., San Ramon Valley, Danville, California
Sparks H.S., Sparks, Nevada
Tulare Union H.S., Tulare, California
Ukiah Union H.S., Ukiah, California
Westminster H.S., Westminster, California

CAPITAL

Eastern H.S., Capitol Hill, Washington, D.C.
Gaithersburg H.S., Gaithersburg, Maryland
North Hagerstown H.S., Hagerstown, Maryland
Pallotti H.S., Laurel, Maryland
Albemarle H.S., Charlottesville, Virginia
Clintwood H.S., Clintwood, Virginia
Dublin H.S., Fairlawn Community, Radford, Virginia
Fieldale-Collinsville H.S., Bassett, Virginia
Jefferson Senior H.S., Roanoke, Virginia
Princess Anne H.S., Virginia Beach-Mid City, Virginia
Wilson Memorial H.S., Waynesboro, Virginia

CAROLINAS

Graham H.S., Graham, North Carolina
Manteo H.S., Elizabeth City, North Carolina
Greer H.S., Greer, South Carolina
Kingstree H.S., Kingstree, South Carolina
Seneca H.S., Seneca-Clemson, South Carolina

EASTERN CANADA AND THE CARIBBEAN

Booth Memorial H.S., Saint John's, Newfoundland
Graham Creighton H.S., Dartmouth, Nova Scotia
Shelburne Regional H.S., Shelburne, Nova Scotia
Barrie Central Collegiate Institute, Barrie, Ontario
Bell H.S., West Carleton, Ontario
Brookfield H.S., City View, Ottawa, Ontario
Centre Hastings Secondary School, Madoc, Ontario
Champlain Secondary School, Pembroke, Ontario
East Northumberland Secondary School, Trenton, Ontario
Gordon Graydon Secondary School, Dixie, Toronto Township, Ontario
Kenner H.S., The Kawarthas, (Peterborough), Ontario
Kirkland Lake Collegiate & Vocational Institute, Kirkland Lake, Ontario
Peterborough Collegiate & Vocational Institute, Peterborough, Ontario
Adam Scott Collegiate & Vocational Institute, The Kawarthas, (Peterborough), Ontario
Streetsville H.S., Brampton, Ontario
Beaconsfield H.S., Lake Saint Louis, Pointe Claire, Quebec
Deux Montagnes H.S., Saint Eustache, Quebec
District of Bedford Regional H.S., Grandy, Quebec
Laverendrye H.S., Trois Rivieres, Quebec (school closed)

FLORIDA

The Bolles School, South Jacksonville, Florida
Christopher Columbus H.S., Tamiami, Miami, Florida
Dixie Hollins H.S., Sunshine City, St. Petersburg, Florida
Eau Gallie H.S., Eau Gallie, Melbourne, Florida
Bishop Kenny H.S., South Jacksonville, Florida

GEORGIA

Central H.S., Macon, Georgia
Decatur H.S., Decatur, Georgia
W. T. Dykes H.S., Buckhead, Atlanta, Georgia (school closed)
Henry Grady H.S., Atlanta, Georgia
West Side High School, Dalton, Georgia

ILLINOIS-EASTERN IOWA

Champaign Senior H.S., Champaign-Urbana, Illinois
West H.S., Rockford, Illinois
Postville H.S., Postville, Iowa

INDIANA

Linton-Stockton H.S., Greater Terre Haute, Indiana
New Haven H.S., New Haven, Indiana
Petersburg H.S., Petersburg, Indiana (consolidation)

KANSAS

Great Bend Senior H.S., Great Bend & Great Bend-Golden Belt, Kansas
Immaculata H.S., Leavenworth, Kansas
Liberal H.S., Liberal, Kansas
Marysville H.S., Marysville, Kansas

KENTUCKY-TENNESSEE

Catholic H.S., Southtown, Owensboro, Kentucky
Feds Creek H.S., Pikeville, Kentucky
Johns Creek H.S., Pikeville, Kentucky
Seneca H.S., Louisville Highlands, Kentucky
Friendsville H.S., Alcoa, Tennessee
Goodlettesville H.S., Madison, Tennessee

LOUISIANA-MISSISSIPPI-WEST TENNESSEE

Caldwell Parish H.S., Columbia, Louisiana
Alcee Fortier Boys H.S., New Orleans, Louisiana
Mid-City Baptist H.S., New Orleans, Carrollton, Louisiana
Kingsbury H.S., East Memphis, Tennessee

MICHIGAN

Brighton H.S., Brighton, Michigan
Coldwater H.S., Coldwater, Michigan
Creston H.S., Grand Rapids North, Michigan
Grand Rapids Union H.S., Grand Rapids West, Michigan
Michigan Center H.S., Jackson East, Michigan
Plymouth H.S., Plymouth, Michigan

MINNESOTA-DAKOTAS

John Marshall H.S., Rochester, Minnesota
Bismarck H.S., Bismarck, North Dakota
Spearfish H.S., Spearfish, South Dakota

MISSOURI-ARKANSAS

McCluer H.S., Ferguson, Missouri
Oak Park H.S., Kansas City-Northland, Missouri
Sacred Heart H.S., Morrilton, Arkansas

MONTANA

Central Catholic H.S., Great Falls, Montana (school closed)

NEBRASKA-IOWA

Hastings H.S., Hastings, Nebraska
McCook H.S., McCook, Nebraska
Jefferson H.S., Council Bluffs, Iowa
Lincoln H.S., Des Moines-South Town, Iowa
Saint Edmond H.S., Fort Dodge, Iowa

NEW ENGLAND

Arlington H.S., Arlington, Massachusetts
Notre Dame H.S., South Worcester, Massachusetts
St. Mary's Central Catholic H.S., Milford, Massachusetts (school closed)
South Boston H.S., Massachusetts (no sponsor)
Rutland H.S., Rutland, Vermont
Saint Joseph's H.S., North Adams, Massachusetts (school closed)

NEW JERSEY

Garfield H.S., Garfield, New Jersey
High Bridge H.S., North Hunterdon, Clinton, New Jersey (school closed)
Madison H.S., Madison, New Jersey
Marist H.S., Bayonne, New Jersey
Middletown H.S., Cape May Court House, New Jersey
Netcong H.S., Netcong, Stanhope, New Jersey

NEW YORK

Albany H.S., Albany, New York
Burnt Hills-Bellston Lake H.S., Mayfair-Burnt Hills, New York
Corcoran H.S., Onondaga, New York
O'Neill H.S., Newburg, New York
Rush-Henrietta H.S., Henrietta, New York
Vestal Central H.S., Vestal, New York

OHIO

Brookside H.S., Sheffield Lake, Lorain, Ohio
Indian Lake H.S., Indian Lake, Ohio
Newark Catholic H.S., Moundbuilders, Newark, Ohio
Ottawa-Glendorf H.S., Ottawa, Ohio
Patterson Cooperative Section #2, Dayton, Ohio
Shawnee H.S., Springfield, Ohio
South H.S., Willoughby, Ohio
Westlake H.S., Westlake, Ohio
Woodward H.S., Pleasant Ridge, Kennedy Heights, Ohio

PACIFIC NORTHWEST

Burnaby South H.S., Vancouver, British Columbia
Dawson H.S., Masset, British Columbia
Yreka H.S., Yreka, California
Orofino H.S., Orofino, Idaho
Hood River Valley H.S., Hood River, Oregon
Madras H.S., Madras, Oregon
Newport H.S., Newport, Oregon
Bellingham H.S., Bellingham, Washington
Bethel H.S., Tacoma Mall, Tacoma, Washington
Omak H.S., Omak, Washington

PENNSYLVANIA

Cumberland Valley H.S., Upper Allen-Cumberland County, Pennsylvania
Ferndale H.S., Johnstown, Pennsylvania
Hellertown-Lower Saucon H.S., Hellertown, Pennsylvania
Jenkintown H.S., Jenkintown, Pennsylvania
Mount Penn H.S., Reading, Pennsylvania
Yeadon H.S., Yeadon, Pennsylvania

ROCKY MOUNTAIN

Northglenn H.S., Northglenn, Adams County, Colorado
Bear Creek H.S., Alameda West, Jefferson County, Colorado
La Junta H.S., La Junta, Colorado

SOUTHWEST

Cortez H.S., Northwest Phoenix, Arizona
Sunnywide H.S., Conquistador, Tucson, Arizona
Cimarron H.S., Cimarron, New Mexico
Deming H.S., Deming, New Mexico
Springer H.S., Springer, New Mexico
Mingus Union H.S., Clarksdale-Verde District, Arizona

TEXAS-OKLAHOMA

Brownsville H.S., Brownsville, Texas (school closed)
Brownwood H.S., Brownwood, Texas
Clear Creek H.S., Seabrook-Clear Lake, Texas
Dumas Senior H.S., Dumas, Texas
Greenville Senior H.S., Texas (no sponsor)
O'Connell Senior H.S., Galveston, Texas
Robinson H.S., Northwest Waco, Texas
Trinity Senior H.S., Mid-Cities, Tarrant County, Texas
Moore H.S., Moore, Oklahoma

UTAH-IDAHO

Payson H.S., Payson, Utah
Kimberly H.S., Twin Falls, Idaho

WEST VIRGINIA - None

WESTERN CANADA

Crescent Heights H.S., North Calgary, Alberta
Miles MacDonell Collegiate Institute, East Kildonan, Manitoba

WISCONSIN-UPPER MICHIGAN

Milwaukee Lutheran H.S., Central Wauwatosa, Wisconsin
Memorial H.S., Eau Claire-Indianhead, Wisconsin
Pio Nono H.S., Bay View-Milwaukee, Wisconsin
Winneconne H.S., Winneconne, Wisconsin

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

September 25-29, 1974

Date of Committee Meeting: September 26, 1974

Place of Committee Meeting: General Office

Present: Members - Hilmar L. Solberg
Acting Chairman - T. Ben Hagler
Staff Members - Fay H. McDonald, William A. Brown, L.A. Hapgood
Others - Roy W. Davis, James C. Brooks, Stephen H. Hart, Jr.

The committee is pleased to report that it was able to secure advice during the committee meeting via a telephone conference with Chairman Ralph C. Keyes.

1. Amendments for presentation to the International Council on Tuesday, October 1, 1974.

Attached as Exhibit A is a copy of the two amendments to be presented to the International Council on Tuesday, October 1. Proposed amendment #2 is being referred to the Board Committee on Administration and Structure for any recommendation the committee might wish to make relative to the position of the Board on this amendment to Article I, Sections 5 and 6, of the Bylaws of Kiwanis International, which has been submitted by the Wisconsin-Upper Michigan District.

2. Amendments to the Constitution and Bylaws of the European Federation of Kiwanis International

The committee has reviewed the amendments adopted by the delegate body at the 7th Annual Convention of the European Federation of Kiwanis International as found in Exhibit B of this report.

Recommendation #1:

The committee recommends that the amendments adopted by the European Federation of Kiwanis International, as contained in Exhibit B of this report, be approved.

I move that recommendation 1 be adopted.
(adopted)

3. Change of name of Kiwanis International-Europe to European Federation of Kiwanis International.

In recommendation #10 of the report of the Board Committee on Administration and Structure to the February 2-6, 1974 Board Meeting, and which recommendation was approved by the Board, Item "e" of that recommendation stated that the Policies on Overseas Extension be amended to change the name of "Kiwanis International-Europe" to "European Federation of Kiwanis International." Since the opening statement of this recommendation indicates that the items of the recommendation are for intensive study, your committee believes that the Board should re-confirm this action changing the name of Kiwanis International-Europe so as to avoid any confusion concerning this action as being finalized.

Recommendation #2:

The committee recommends that the Policies on Overseas Extension be amended to change the name of "Kiwanis International-Europe" to "European Federation of Kiwanis International" and that the European Federation be instructed to amend its Constitution and Bylaws accordingly at its next federation convention.

I move that recommendation 2 be adopted.
(adopted)

4. Status of the Kiwanis Club of Cheyenne Mountain, Colorado Springs, Colorado

In compliance with action taken at the meeting of the Board in Denver, Colorado in June 27, 1974, the Secretary notified the Kiwanis Club of Cheyenne Mountain, Colorado Springs, Colorado, that the club was violating Article V, Section 4, of the Constitution of Kiwanis International in allowing women to be active members of the club. The club was given until August 1, 1974, to certify that they had no female members. The only response received from the club, which was in follow-up to a telephone conversation with the Secretary and which referred to two telegrams sent by the club, but not received at the General Office, only indicated that the club desired to have a 60-day extension in which to respond.

The committee recommends (1) no extension of time for response and (2) further recommends the revocation of the charter under the provisions of Article IV, Sections 3 and 4, of the Bylaws of Kiwanis International.

Recommendation #3:

The committee recommends the revocation of the charter of the Kiwanis Club of Cheyenne Mountain, Colorado Springs, Colorado, including all rights and privileges appertaining thereto.

The committee further recommends that the Secretary of Kiwanis International be directed to send a written notice of such action by registered mail to Kiwanis Club of Cheyenne Mountain, Colorado Springs, Colorado, and shall advise the club of a right to a hearing, and if demanded in compliance said hearing shall be held on this matter in the General Office in Chicago on February 1, 1975, at 4:30 P.M., Chicago time, as provided for in Article IV, Sections 3 and 4 of the Bylaws of Kiwanis International. The club shall further be instructed that only members in good standing at the time of the revocation and meeting the requirements for club membership as contained in the Constitution and Bylaws of Kiwanis International and as interpreted by the Board of Trustees shall be permitted to attend said hearing.

I move that recommendation 3 be adopted.
(adopted)

5. California-Nevada-Hawaii District policies concerning the functioning of Keywanettes Clubs.

The committee has examined the district policies concerning the functioning of Keywanettes Clubs as submitted by the California-Nevada-Hawaii District Board of Trustees. It would be the opinion of the Laws and Policies Committee that in examining the Keywanettes program of the California-Nevada-Hawaii District, we find no violations of any provision of our Constitution and Bylaws or in contravention of any policy established by this Board.

6. Study on Procedures for Revocation of a Club Charter

Several rough drafts have been prepared on possible amendments to the bylaw provisions on revocation of club charters. This matter will be retained for further study and final report to the Board at its February Meeting.

7. Other possible amendments for presentation at Atlanta

The committee reviewed other areas of the Constitution and Bylaws with respect to the possible need for some revision and clarification. The committee will have recommendations on other amendments finalized at its February Meeting.

8. New England District Bylaws Amendment

The delegate body of the New England District Convention, on September 7, 1974, adopted an amendment to Article XII, Section 6, of the New England District Bylaws to provide for a method of selection of a continuing district secretary. The committee wishes to retain this matter for further study and final report at its February meeting.

9. Revision of Finance Policy

At the request of the Finance Committee which is recommending a 20% increase in the contingency fund for the Secretary and Associate Secretary in item 17 a (2) on Page B 15 of the printed Policies, your committee proposes the following revision of this section of the Policies.

Recommendation #4:

The committee recommends that the second paragraph of item 17 a (2) on Page B 15 of the Policies be amended to read: "In each annual budget a total fund of \$3,600 shall be allowed the Secretary and a fund of \$2,400 for the Associate Secretary, to cover personal expenses incurred in the administration of their respective offices beyond regular travel allowance. Each will present a semi-annual accounting to the Finance Committee for such expense."

I move that recommendation 4 be adopted.
(adopted)

Kiwanis Club of Elk Grove, Illinois

The General Office received in a report of the Lieutenant Governor on this club that the Kiwanis Club of Elk Grove, Illinois was violating Article V, Section 4, of the Constitution by permitting women to be active members of said club. The Secretary notified the said club by letter on September 20, 1974 of such violation indicating that the club's charter was subject to revocation if this violation continued beyond October 20, 1974. Should the said club fail to comply by this date, the committee recommends revocation of its charter.

Recommendation #5:

The committee recommends the revocation of the charter of the Kiwanis Club of Elk Grove, Illinois including all rights and privileges appertaining thereto, if it continues to violate Article V, Section 4, of the Constitution beyond the indicated deadline date of October 20, 1974 for a response. The committee further recommends that the Secretary be directed to send a written notice of such action, by registered mail, to the said club, and shall advise said club of a right to a hearing on this matter in Chicago on February 1, 1975, at 4:30 P.M., Chicago time, as provided for in Article IV, Sections 3 and 4 of the Bylaws of Kiwanis International. The club shall be further instructed that only bona fide members meeting the requirements for club membership as contained in the Constitution and Bylaws of Kiwanis International and as interpreted by the Board of Trustees, shall be permitted to attend said hearing.

I move that recommendation 5 be adopted.
(adopted)

Appointment of Special Committee

Recommendation #6:

The committee recommends the creation of a special committee appointed by the President, consisting of not less than five Kiwanians from the United States and Canada, to assist the Board Committee on Laws and Policies in the study of (1) the Constitution of Kiwanis International, (2) the Bylaws of Kiwanis International, and (3) Board Policies:

- A. To make such revisions, amendments, additions as deemed advisable, and
- B. To draft such revisions, amendments, additions for submission to the Board of Trustees of Kiwanis International for consideration and in preparation for submission to the House of Delegates at a future International Convention.

This Committee, when formulated, should be authorized to meet in Chicago at the General Office for work with the Staff in the completion of the project.

I move that recommendation 6 be adopted.
(recommendation tabled)

I move this report be received.

Respectfully submitted,

HILMAR L. SOLBERG

T. BEN HAGLER, Acting Chairman

PROPOSED AMENDMENTS
TO THE BYLAWS OF KIWANIS INTERNATIONAL
CHICAGO, ILLINOIS - SEPTEMBER 29-OCTOBER 1, 1974

September 11, 1974

TO ALL MEMBERS OF THE INTERNATIONAL COUNCIL: Board of Trustees
 Past International Presidents
 District Governors

Copy for information only to: International Committee Chairmen
 District Secretaries

The following proposed amendments to the Bylaws of Kiwanis International will be officially presented for action at the International Council Meeting in Chicago, Illinois, October 1, 1974.

Copy of the proposed amendments is being sent to each member of the Council in accordance with the provisions of Article IX, Section 3, and Article XVI, of the Constitution. You will note that in the column parallel to the proposed amendments are included the sections and articles of the present Bylaws referred to in the proposed amendments.



R. P. MERRIDEW
International Secretary

PROPOSED AMENDMENT NO. 1 TO THE
INTERNATIONAL BYLAWS

PRESENT PROVISIONS

Submitted by the Board of Trustees of
Kiwanis International

This amendment proposes to reduce the minimum number of directors of a club from "seven" to "five."

Amend Article I, Section 1, of the Bylaws of Kiwanis International by rewording the section as follows:

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. If desired by any club, there may also be a president-elect, an assistant treasurer or an assistant secretary, or all three. These officers, together with at least five (5) directors, shall constitute the board of directors. They 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 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. If desired by any club, there may also be a president-elect, an assistant treasurer or an assistant secretary, or all three. These officers, together with at least seven (7) directors, shall constitute the board of directors. They 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.

PROPOSED AMENDMENT NO. 2 TO THE
INTERNATIONAL BYLAWS

PRESENT PROVISIONS

Submitted by the Wisconsin-Upper
Michigan District

This amendment proposes to decrease the period of time for a club to hold its annual meeting and election of officers and directors, and to require an earlier filing date for the Annual Report of Club Election.

Amend Article I, Sections 5 and 6, of the Bylaws of Kiwanis International by rewording the sections as follows:

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 secretary of each chartered club shall, before the fifteenth 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 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 June. 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 secretary of each chartered club shall, before August first of each year, certify to the Secretary of Kiwanis International the names of officers elected to serve in the ensuing year.

EUROPEAN FEDERATION OF KIWANIS INTERNATIONAL

The following amendments were adopted at the 7th Annual Convention of the European Federation of Kiwanis International:

1. GENERAL AMENDMENTS

The Council of Founders being replaced by the BOARD OF TRUSTEES and the INTERNATIONAL COUNCIL, all functions of this governing body shall end on September 30, 1974, and shall be eliminated from the Constitution and Bylaws of Kiwanis International-Europe in all its connections with the exception of Constitution ARTICLE X, Section 4 (rotation of districts to elect the President of Kiwanis International-Europe) that will form Section 3a of the new Article X INTERNATIONAL COUNCIL until 1976.

2. ARTICLE XIV of the Constitution, Section 1 be omitted

3. ARTICLE I, of the Bylaws, Section 5, to read:

"A chartered club shall hold its annual meeting and election of officers and directors at least ninety (90) days prior to 1 October of each year."

4. ARTICLE VI, of the Bylaws, Section 5, to read:

".....He shall sign all documents issued by Kiwanis International-Europe; shall affix the corporate seal of the organization when required; shall keep the accounts; shall receive all monies paid to Kiwanis International-Europe and shall deposit same in the official depositories designated by the Board of Trustees within thirty (30) days after receipt thereof. He shall make a report to.....etc."

5. ARTICLE VI, of the Bylaws, Section 6, to read:

"The Treasurer is responsible for the financial planning and behaviour of Kiwanis International-Europe. He shall make a report at the Annual Convention of Kiwanis International-Europe and at such other times as the President or the Board of Trustees may require."

6. ARTICLE XI, of the Bylaws, Section 3, to read:

"Each member club shall pay to Kiwanis International-Europe for each and every member, with the exception of honorary members, the equivalent of thirty-seven Swiss Francs (SFr. 37.) per annum, two Swiss Francs (SFr. 2.--) of which...etc."

A club that is organized but not yet chartered shall pay international dues to Kiwanis International-Europe for not less than twenty (20) members and a club that has already been chartered shall pay international dues for not less than twenty-five (25) members. Each member club shall pay for each new member of the club a membership processing fee.

7. ARTICLE XII, of the Bylaws, Section 1, to read:

"The Board of Trustees shall provide for the audit of the book of accounts of Kiwanis International-Europe by certified public accountants annually or at more frequent periods in its discretion. Accounts and books are to be submitted for audit whenever required by the Board of Trustees. The annual audit of the books of accounts by certified public accountants shall be completed and presented to the Secretary on or before December 31 of each year."

8. ARTICLE XII, of the Bylaws, Section 2, to read:

"On March 15 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 the expenditures of Kiwanis International-Europe for the previous fiscal year, duly certified by the auditors."

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

September 25 - 29, 1974

Date of Committee Meeting: September 27, 1974

Place of Committee Meeting: General Office

Present: Members - Stephen H. Hart, Jr., Ernest Sturch, Jr.

Chairman - T. Ben Hagler

Staff Members - Percy H. Shue, L. A. Hapgood

Others - Maurice Gladman, Ted R. Osborn, Douglas Wasson

I. Council 1974

The 1974 Council is the third step in the formal preparation of 1974-75 Governors. Whereas the May Conference stressed administration and the Denver Conference stressed program, the focus of the Council program is on principles and methodologies involved in motivation, communication, and problem solving. Our committee would commend the 1973-74 committee and the staff by saying that we believe it unlikely that any other Council in recent years has been prepared for more carefully or has held greater promise on the eve of its opening. You have received the printed program, and we have every intention of following the plan set forth therein.

II. Evaluation of the 1974 Experience in Leadership Education

On the basis of comments received from other Board members as well as on the basis of the conferences and conventions the members of the committee have personally attended since Denver, it is the consensus of the committee that the leadership experience in 1974 has been a good one. Our primary concern relates to the carry-through on the part of the lieutenant governor in educating club officers. We are aware that in several districts the club officers have been unnecessarily handicapped by receiving either their education or their materials much too late. This is due to the date of scheduling of the conferences or when the Presidents packages are distributed by the district.

In trying to pinpoint a priority goal for leadership education materials to be developed or revised during the coming six months, the committee concluded that the provision of written guidelines for lieutenant governors for planning, staffing, and implementing educational conferences for club officers merits primary attention. Comparable guidelines for governors-elect to use for educating lieutenant governors were developed two years ago and have proven their value.

Recommendation #1:

The committee recommends that written guidelines for district officers who plan and conduct conferences to educate club officers be developed and distributed during early 1975 to governors-elect and lieutenant governors-designate.

I move that recommendation 1 be adopted.
(adopted)

The committee strongly feels that we do not currently have a satisfactory procedure for the evaluation of the leadership education experience and that it would be desirable, insofar as it is practical, to have a staff member attend at least two district conferences for lieutenant governors-designate annually for the sole purpose of observing the process, and providing to the committee at its September meeting a detailed report and evaluation of the process in the light of our own recommendations and objectives. Such an approach, in the judgment of the committee, would have substantially more value to the committee than the brief and generalized observations we are normally able to obtain through questionnaires sent to governors-elect following their conferences. Board members themselves are seldom able to attend such conferences except in their own districts, and there is a need for a firmer basis for evaluating the experience than we now have.

Recommendation #2:

The committee recommends that, assuming the full consent of the governors-elect involved, the Director of Communications Services be assigned by the Secretary to attend, observe, evaluate, and report on the leadership education conferences conducted for lieutenant governors-designate in at least two districts in July, 1975.

I move that recommendation #2 be adopted.

(Adopted)

III. Leadership Education of 1975-76 International Committees

The committee believes that Kiwanis International, through its Board and staff, can be more helpful in the orientation of newly-appointed International Committee members and chairmen by incorporating into the agenda of the January Planning Conference one session of an hour or more during which each International Committee Chairman confers with his primary liaison on the staff. The President-elect agrees in this judgment and has indicated that this practice will be initiated at the next January Planning Conference. The committee also calls to your attention the fact that on Monday afternoon of next week two conferences for International Committee Chairmen have been scheduled with staff in order that they might discuss together their plans and needs for the forthcoming year.

IV. February Conference of 1974-75 Governors-elect, Including Overseas Governors-elect

The February Conference of Governors-elect, which will focus on preparation for administration, will be held in Chicago immediately following the February 1-5 Board Meeting. The committee anticipates that the agenda followed last May will, with perhaps minor revision, be the agenda for this February 1975 conference. We anticipate the attendance at this conference of the governors-elect from Australia, New Zealand, and the Philippines.

It is recognized that having the conference three months earlier requires some adjustment in materials made available. We could satisfy this requirement mechanically simply by producing traditional material several months earlier, but by doing so we would run the risk of being unable to incorporate important Board action, especially that related to 1975-76 programming, which will

emanate from our February meeting. As a more desirable alternative, the committee and staff plan to work together in the development of background papers directly related to the agenda topics, producing in effect a "conference textbook" which will be an amplification of faculty presentations on such topics as "The Overall Responsibilities of the Governor," "The Relationship of the Governor to the District Office," etc. These will probably be incorporated in a looseleaf binder and supplemented with selected exhibits. Then, in the spring, the printed Manual for District Officers can be made available to governors-elect as it has been in the past and be as up-to-date and complete as it has traditionally been.

V. Kiwanis Education Tapes (KETs)

Although the committee did not have at hand any detailed evaluation of the usage of the Kiwanis Education Tapes, there is surely no question but that their tremendous distribution indicates a need for them. The committee has no reservations about the continuance of the KETs for 1975-76, recognizing that some will need to be updated. The committee has no specific recommendation for additional titles or for the discontinuance of any existing title. New titles could be added at practically any time of the year, although the listing of tapes available for the 1975-76 year will need to be put in its final form about April 1 in order to be included in the 1975-76 President's Package.

The committee does, however, have a recommendation, and it relates to the development of visuals which might be produced to accompany certain of the cassettes. It is acknowledged that, by far, most of our learning is from what we see, and the addition of slides to a taped presentation would greatly enhance the instructional potential of the tape. It is believed that at least one illustration of how this can be accomplished economically can be made available for review by the committee at its February meeting.

Recommendation #3:

The committee recommends that the staff be authorized to develop, at a cost not to exceed \$200, one slide/tape presentation of a KET subject selected by the staff as having high potential for the leadership education of club presidents.

I move that recommendation #3 be adopted.

(Adopted)

VI. Distribution and Mailing Schedule for 1975-76 Leadership Education Materials

In order to alleviate a major materials distribution problem in General Office operations caused by early July scheduling of district leadership education conferences, to reduce the problem of late delivery of the President's Packages to clubs in districts receiving these packages in bulk, and in order to discourage the holding of district leadership education conferences for club officers after August, the committee makes the following recommendations.

Recommendation #4:

The committee recommends that 1974-75 governors-elect be contacted without delay and urged to schedule initial 1975 Conferences for Lieutenant

Governors-designate no earlier than July 20 and no later than July 31 except where such later conferences must be scheduled at the time of district conventions because of the extra costs necessitated by separate conferences.

I move that recommendation 4 be adopted.

(Adopted)

Recommendation #5:

The committee recommends that 1974-75 governors-elect be contacted without delay and informed that Kiwanis International provision of 1975-76 President's Packages in bulk to any district is contingent upon a plan of the district to distribute these so that they will reach club presidents-designate no later than August 31, whether they are distributed directly at conferences or remailed.

I move that recommendation 5 be adopted.

(Adopted)

Recommendation #6:

The committee recommends that the Board reaffirm its position that the leadership education of district officers should, except in such instances where the additional costs of separate conferences makes it impractical, be completed by July 31 and the leadership education of club officers, by whatever method, be completed by August 31, and that 1974-75 governors-elect be promptly informed of this Board position.

I move that recommendation 6 be adopted.

(Adopted)

VII. Eastern Canada and the Caribbean District on Leadership Education Materials

Hedley Ivany, 1973-74 Governor of the Eastern Canada and the Caribbean District, has recommended that there be more extensive translation of leadership education materials into French for the benefit of French-speaking clubs in Canada and further recommends that a desirable objective be the translation of all materials in the President's Package.

The committee does not see extensive translation and equivalent production of all such materials as a practical reality. The cost of two productions, in addition to the possible costs of translation, would appear prohibitive. On the other hand, the committee does believe that progress must be made toward better communication with, and services to, all Kiwanis clubs everywhere, regardless of their location, language, or community characteristics. In the area of leadership education, the committee believes that the first step in French translation for French-speaking clubs should be the production, in offset or printed form, of a condensed French edition of the club president's manual -- "The Formula for My Club's Success."

Recommendation #7:

The committee recommends that the staff evaluate the feasibility of the production and distribution to French-speaking clubs of an offset or printed condensed edition in the French language of the club president's manual, "The Formula for My Club's Success," and report its findings to the committee at its February meeting.

I move that recommendation 7 be adopted.

(Adopted)

I move this report be received.

Respectfully submitted,

STEPHEN H. HART, JR.

ERNEST STURCH, JR.

T. BEN HAGLER, Chairman

REPORT OF BOARD COMMITTEE ON MEMBERSHIP GROWTH AND EDUCATIONTO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEESSeptember 25-29, 1974

Date of Committee Meeting: September 27, 1974

Place of Committee Meeting: General Office

Present: Members - Carl Miller, Jack Delf
Chairman - James C. Brooks
Staff Member - Richard A. Misch
Other - E. B. McKittrick

Review of Add and Percentage Reports for Membership Growth in Eleven Months of the 1973-74 Administrative Year

The Board Committee reviewed the August, 1973 and August, 1974 Add and Percentage Reports. Comparison indicated that the new member adds for the eleven-month period are 1,562 adds ahead of the previous administrative year.

The committee noted that the overall percentage growth of the thirty districts in the eleven months of this administrative year is 18.21%. This percentage factor made the Board Committee aware of the fact that it took eleven months of this administrative year to reach the overall deletion factor recorded by the thirty districts in the previous administrative year, thereby only leaving the month of September to reflect any appreciable growth. The committee then discussed various ways of attaining this deletion factor sooner in an administrative year, so that Kiwanis International will have even a greater potential for growth. The programs of increasing the growth potential will be discussed as they relate to other items contained in this report.

Membership Trend Report

The Board Committee reviewed the Membership Trend Reports for the months of August, 1973 and 1974. In comparing August, 1973 and August, 1974, we find that we had an overall trend membership gain of 3,286 members. When this is broken down we find that in the thirty districts there was a trend gain of 1,611 members. In the European Federation, 652 members; and in Overseas Extension, 1,023 members.

Membership Research and Identification

The Board Committee reviewed the information developed by the previous committee pertaining to member moves, deletion and member history. The committee also reviewed a letter by Charlie Duffield, Field Service Representative, regarding member transfer, and discussed the use of the "Save Your Member Form." After considerable discussion by the committee, it was the consensus that an effective, informative and promotional program be developed to inform each member of the Leave of Absence provision, so that a member can maintain his membership while seeking to become a member of a club in another location.

Recommendation #1:

The Board Committee recommends that articles be placed in The Kiwanis Magazine, and the BKO, and reprints be made available to each district to inform all members of Kiwanis International of the proper use of the leave of absence

provision in maintaining membership when moving as indicated in the current attendance rules.

I move that recommendation 1 be adopted.

(Adopted)

New Member Sponsor Award Program

The committee reviewed the New Member Sponsor Award Program. It was the opinion of the committee that this program was effective and should be continued with a periodic review of the types of awards that are used.

Report on Visits to Selected Districts in Training of District Officers in Membership Growth

The Board Committee received a report on the training of district officers, and this report is attached as Exhibit #1. The committee agreed with the findings in this report, and agreed that a program to develop ways and means by which to train not only district officers but club officers on a uniform basic plan should be implemented.

Recommendation #2:

The Board Committee recommends that a four phase program be followed in this administrative year.

- a. Two new membership projects aimed at aiding the clubs in growth.
- b. Continuation of the program of direct contact by the International President with district and club leaders each month.
- c. Develop an award to be given to each club that attains the 30% new member add goal.
- d. That costs be developed for visual aid materials to be used for the purpose of educating each club member in the sponsorship, orientation, and education of a new member. These materials and costs for such materials will be presented to the Board at the February Board Meeting.

I move that recommendation 2 be adopted.

(Adopted)

Proposed Membership Booklet

The Board Committee received a report on a Membership Booklet that was under discussion by the previous committee. The committee directed that the preparation of this booklet be continued and that the costs of production, such as the art work, layout and printing be prepared for the February meeting of this committee.

Life Membership

The committee discussed the information they had received to date about the classification of Life Membership from the Board Committee on Finance.

The committee agrees that this now seems to be a possible answer to one problem -- when a member moves to another community, if he is a Life Member, he may more quickly seek out another club to become affiliated with. The committee concurs with the Life Membership Classification concept.

I would like to thank all members of the committee, staff and others who assisted in the development of this report.

I move this report be received.

Respectfully submitted,

JACK P. DELF

CARL F. MILLER

JAMES C. BROOKS, Chairman

REPORT ON VISITS TO SELECTED DISTRICTS IN TRAINING OF

DISTRICT OFFICERS IN MEMBERSHIP GROWTH

At the direction of President-designate Roy W. Davis, I participated in the Governor's training of Lieutenant Governors in the following districts: Nebraska-Iowa, Illinois-Eastern Iowa, Carolinas, New York, New England, and Texas-Oklahoma.

In each of the conferences it was quite apparent that the understanding of membership growth was very minimal and that even though all Lieutenant Governors had been club presidents, they had very little knowledge of growth or how to approach it in their division.

One other point that was quite evident was that the Governors themselves, even after the intensive training they received in Chicago, were not knowledgeable enough about growth in their respective districts. This pointed out the need in our training of Governors not only for the spoken word but the incorporation of visual aids in training. We are aware that only too often it is felt that we are placing too much emphasis on growth; but in the final analysis growth is basically the key to the total organization, for it is the area that brings new ideas of service in the community, sustains the individual club, division and district, and develops the new leaders of Kiwanis.

As the Board Committee it is your responsibility to direct and aid in the formation of the training materials to ensure the growth of Kiwanis from year to year.

We know from the experience we have had to date that there is a definite need for the proper training of district and club officers as it relates to the growth of the organization, and that this training is greatly appreciated by those who have received it. It also indicates that we should develop the best possible training materials to be used in membership growth, that they should be uniform, basic and easy to understand.

The next question that this brings to mind is, should the training material be developed for district officers (we have some now) or directly aimed at the club presidents? This subject is very important and should have the consideration of each member of the Board Committee.

R. A. MISCH
Membership & Personnel

REPORT OF BOARD COMMITTEE ON NEW CLUB BUILDING

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25-29, 1974

Date of Committee Meeting: September 26, 1974

Place of Committee Meeting: General Office

Present: Members - Merald T. Enstad, Ernest Sturch, Jr.
Chairman - Stanley E. Schneider
Staff Members - Robert M. Detloff, Alonzo J. Bryan
Others - Roy W. Davis, Paul Chandler, E.B. McKittrick,
Carl F. Miller, Douglas Wasson

1. Revocation of Charters

The committee reviewed information provided by the Staff relating to the proposed revocation of Charters and the following forty (40) Charters are recommended to the Board for revocation:

North San Rafael, California	Babylon, New York
Beaches, Toronto, Ontario	Johnstown, New York
Eatonville, Toronto, Ontario	Sheridan-Niagara, New York
Port Colborne, Ontario	Yorktown, New York
Thomas Valley, London, Ontario	Sutherlin-Oakland, Oregon
Waterloo, Quebec	Grand Coules Dam, Grand Coulee, Wash
Shelburne, Nova Scotia	International, Seattle, Washington
Northwest Atlanta, Georgia	Woodland, Washington
River Oaks, Calumet City, Illinois	West Point, Vancouver, British Columbia
Chesterfield, Indiana	Carlisle Valley, Pennsylvania
Bonner Springs, Kansas	Odem, Texas
West Calcasieu, Louisiana	Houston-River Oaks, Texas
Cape Girardeau-Cape Rock, Missouri	Memphis, Texas
Papillion-La Vista, Nebraska	Mission City, San Antonio, Texas
Clear Lake, Iowa	Tascosa, Amarillo, Texas
Gorham, Maine	Pryor, Oklahoma
Medfield, Massachusetts	Layton, Utah
Sudbury, Massachusetts	Charleston-Kanawha City, West Virginia
Mountain Section, West Orange, N.J.	Jefferson, Watertown, New York
Pennsauken, New Jersey	Wheatland, Pennsylvania

Recommendation #1:

The Committee recommends that the Charters of the above listed forty (40) clubs be revoked.

I move that recommendation 1 be adopted.
(adopted)

2. New Club Building Statistics

With the formation of the two hundred and eighty-seventh (287) new Kiwanis club, a new ALL-TIME RECORD has been established. The previous record having been set in 1921 with the completion of 286 new Kiwanis clubs.

The committee announces this accomplishment with the greatest of satisfaction and wishes to publicly express its appreciation to all who made this new record possible. Credit should be shared by the Counselors assigned to districts, the International Committee on New Club Building, district officers, club leaders, and the Field Service Staff of the General Office. A truly remarkable achievement.

Special note should be made of the MONTANA and UTAH-IDAHO DISTRICTS that have new ALL-TIME RECORDS. The CAPITAL DISTRICT has tied its all-time record set last year.

A breakdown of the clubs organized reveals that two hundred and twenty-one (221) are in the districts comprising the United States and Canada; forty-one (41) under overseas extension; and twenty-five (25) in the European Federation.

It is anticipated that several additional clubs will be organized prior to midnight September 30, the close of the 1973-74 Administrative Year. It will not be possible to release the final total for the year until next Friday. You will be interested in knowing that nearly 7,000 new Kiwanians have been added through the formation of these 287 new clubs.

3. PROMOTION 1974-75

It is recognized that both Scott R. Brewer, Chairman, Worldwide East and Stanley K. Johnson, Chairman, Worldwide West have instituted excellent promotional programs for the 1974-75 Administrative Year. This effort is supported by the greater number of organizational meetings scheduled for the first two months of the year than ever before. The committee feels certain that the 1974-75 year will be another great year in the building of new Kiwanis clubs.

With full realization that to continue the excellent new club growth record of the past three years, every possible aid must be explored. A great amount of time was given to ways to implement the procedures already established and that have proved so successful up to this time. As the year progresses, each member of the Board will be requested to assist the New Club Building effort through the contacts you will have made as Counselors to the several districts.

Your personal input is solicited and welcomed.

I move this report be received.

Respectfully submitted,

MERALD T. ENSTAD

ERNEST STURCH, JR.

STANLEY E. SCHNEIDER, Chairman

REPORT OF BOARD COMMITTEE ON OVERSEAS EXTENSION
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25-29, 1974

Date of Committee Meeting: September 27, 1974

Place of Committee Meeting: General Office

Present: Members - Jack P. Delf, Stanley E. Schneider, Mark A. Smith, Jr.
Hilmar L. Solberg

Chairman - William M. Eagles, M.D.

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

Others - Douglas Wasson, Carl F. Miller, Stephen H. Hart, Jr.,
E.B. McKitrick, Maurice Gladman

The committee reviewed the custom of presenting plaques honoring the establishment of Kiwanis in new countries to the ambassadors of those countries in Washington, D.C. Since these plaques were last given, the nations of Martinique, Thailand, New Hebrides, United Kingdom, Liechtenstein, Monaco, and Barbados have entered the Kiwanis family of nations. The committee concurred that the custom should be continued.

Recommendation #1:

The committee recommends that either the International President or Immediate Past President present plaques honoring the establishment of Kiwanis in new countries to the ambassadors of those countries in Washington, D.C. at a convenient date.

I move that recommendation 1 be adopted.
(adopted)

The attendance of governors-elect of the overseas districts outside of Europe and the president-elect of the European Federation of Kiwanis International to the February, 1975, training session was discussed. After discussion concerning costs and the best utilization of funds, it was agreed to arrange for the attendance of the above leaders.

Recommendation #2:

The committee recommends that the present three governors-elect of the overseas districts and the president-elect of the European Federation of Kiwanis International attend at the expense of Kiwanis International the February governors-elect training conference.

I move that recommendation 2 be adopted.
(adopted)

The committee reviewed appointments of the presidents of the Councils of Japan, Puerto Rico and the Virgin Islands, Republic of China, Korea, Mexico, and Colombia. The committee consulted with International President Roy Davis regarding the fact that no president has been appointed for the Council of Mexico. The committee recommends that the status of the Council of Mexico should be reviewed at the April, 1975 meeting. The committee feels these appointments should come through the International Extension Committee prior to being acted on by the full Board for review.

Chairman Bill Eagles then reported concerning his recent Latin America trip which included visits to Guyana and Argentina. Regarding Guyana, he mentioned that he considered the club vigorous and moving forward. He recommended that the Department of Extension supply information to the Guyana Club concerning the 4H programs such as the American-Korean Foundation supported in Korea. He indicated that the consensus of the Guyana Club was that it was too early to decide with which district the club might prefer to become affiliated.

In regard to Argentina, he described the civil unrest of the country which is a major reason for the lack of Kiwanis growth. During his visit, the Third Annual Conference of the Kiwanis Clubs of Argentina was held.

With reference to the Asian-Pacific Conference scheduled November 30-December 3, a review of correspondence from the leaders of this Conference indicates that the participants intend to make an attempt to form a Federation. The committee felt it mandatory that Kiwanis International be represented at this meeting. President Roy Davis indicated his willingness to fit this trip into his schedule. The committee deemed it advisable that Manager of Extension Bob Detloff accompany him for the purpose of handling the administrative details of the trip which President Roy's tight travel schedule would not allow him to handle, and to give Bob Detloff personal experience in his new position as Manager of Extension.

Recommendation #3:

The committee recommends that President Roy Davis and Manager of Extension Robert Detloff attend the Asian-Pacific Conference, November 30-December 3, 1974. It is also agreed that the Manager of Extension will arrange in advance for all possible contacts in the appropriate areas in the Pacific in order to evaluate the strengths and weaknesses of the overall development and to assist any clubs with their specific problems. He also will stimulate interest in additional growth in these established areas.

I move that recommendation 3 be adopted.
(adopted)

Leaders of the overseas districts outside of Europe have indicated a desire that their districts be allowed to participate on an equal basis with the North America districts in achievement and bulletin award programs. This request was reviewed and found to be in order.

Recommendation #4:

The committee recommends that the overseas districts, excluding Europe, be allowed to participate with the United States and Canadian districts in achievement and bulletin award contests.

I move that recommendation 4 be adopted.
(adopted)

The committee then recognized Raymond Jeanes who has joined the staff as field service representative to service Central and South America.

The committee extensively reviewed the policy regarding Kiwanis growth in new countries. The committee re-emphasized that this policy should be rigidly adhered to. The committee directed the Department of Extension to prepare a plan for growth in new countries.

The committee discussed at length the subject of countries opened for Kiwanis extension. The committee requested the Department of Extension to prepare a report documenting the dates on which all current overseas countries were opened for extension.

The New Zealand District Governor Jack Delowe in a report sent to the General Office included a request that the International Board consider giving financial assistance to the New Zealand District in servicing clubs in New Caledonia and New Hebrides. The committee decided that in line with current Board policy such aid can not be given.

Recommendation #5:

The committee recommends that the request of the New Zealand District for financial assistance in servicing the clubs in New Caledonia and New Hebrides be denied.

I move that recommendation 5 be adopted.
(adopted)

Inasmuch as the role of the administrator of a federation and his salary support has not been clearly delineated, the committee deemed it opportune to do so as described in the attached Exhibit A.

Recommendation #6.

The committee recommends that the role and salary support of the administrator of a federation as defined in Exhibit A be approved.

I move that recommendation 6 be adopted.
(approved in principle and referred to the Laws and Policies Committee for drafting of the policy.)

The committee reviewed the request from Mr. Phillip Gregory Adu of Ghana that three representatives of a group of thirty-five or more community leaders who wished to form a Kiwanis club be allowed to come at their own expense to the United States to study Kiwanis and then return to their country to form a Kiwanis club. The committee directed the Department of Extension to investigate this further and report the results at the February meeting of the Board.

I move this report be received.

Respectfully submitted,

JACK P. DELF

STANLEY E. SCHNEIDER

MARK A. SMITH, JR.

HILMAR L. SOLBERG

WILLIAM M. EAGLES, M.D., Chairman

THE ROLE OF THE ADMINISTRATOR OF A
FEDERATION AND SALARY SUPPORT

The Administrator serves in a dual capacity.

1. He is a member of the General Office Staff and is assigned to administer the affairs of a federation on behalf of the International Board of Trustees.
2. He serves as the secretary of the federation. In this capacity he coordinates the work of the Federation Board as it carries out its responsibilities to the operation of the federation as an administrative unit of Kiwanis International.

The financial arrangements between the Administrator and the Kiwanis International Board must be clearly defined. They must be understood by the Federation Board. The financial arrangement has a direct bearing on the development of the budget for the federation, which must be formulated under the direction of the General Office, the Administrator and the Federation Board, and should be understood and receive the approval of the International Board.

The participation of Kiwanis International in relation to the salary of the Administrator shall be determined by the International Board.

The percentage should at no time be less than 50%, with the normal support in any one year being approximately 60%.

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

September 25-29, 1974

Date of Committee Meeting: September 26, 1974

Place of Committee Meeting: General Office

Present: Members - T. Ben Hagler, Stephen H. Hart, Jr., Douglas Wasson
Chairman - Ernest Sturch, Jr.
Staff members - William Brown, William H. Jepson, Fay H. McDonald,
A.G. Terry Shaffer, Percy H. Shue

Others - Roy W. Davis, Ted R. Osborn, Merald T. Enstad, Hilmer L.
Solberg

I. Kiwanis International Youth Career Awards Program

The committee reviewed progress of the Youth Career Awards Program and noted that materials had now been produced, and emphasis is currently being placed upon the Youth Career Awards Program rather than the Palace of Sports. The committee intends to observe the program carefully and further evaluate it at the Board Committee Meeting in April.

II. Keywanettes Program

The committee considered that section of the California-Nevada-Hawaii Sponsored Youth Manual dealing with a sponsored youth group in that district comprised of high school female students. It was noted that the tentative bylaws of the organization would be considered by the Committee on Laws and Policies.

Recommendation #1:

The committee recommends the approval of KEYWANETTES as the name of the organization of female high school students sponsored by the California-Nevada-Hawaii District.

I move that recommendation 1 be adopted.
(adopted)

Recommendation #2:

The committee recommends approval, in concept, of the goals and objectives of this organization as stated in that section of the California-Nevada-Hawaii District Sponsored Youth Manual dealing with Keywanettes (Exhibit A), but that this section of the manual be reviewed by the Program Development Committee and that certain revisions be submitted to the California-Nevada-Hawaii District for consideration.

I move that recommendation 2 be adopted.
(adopted)

III. Builders Clubs and Other Sponsored Youth Programming for 1975-76

President-elect-designate Ted Osborn addressed the committee on the subject of Builders Clubs, which are locally sponsored service clubs for junior high school students. He stated that the potential for Builders Clubs, sponsored by local Kiwanis clubs, is tremendous and would give Kiwanis an opportunity to work with students when they are in the formative stage of their lives. Ted further explained that under the builders Club concept, each club would be attached to a sponsoring local Kiwanis club but would have no district nor international affiliation, and members would pay no dues beyond the local level. He suggested that each sponsoring Kiwanis club might pay a fee to Kiwanis International for a kit of materials on the subject of Builders Clubs and possibly an annual sponsorship fee of about \$25.

Recommendation #3:

The committee enthusiastically recommends the principle of the establishment of Builders Clubs and that Staff draft appropriate materials relative thereto, these materials to be studied by the Board Committee at its February meeting.

I move that recommendation 3 be adopted.
(adopted)

Ted further stressed that a critical need exists for fulfilling our obligations to our sponsored youth groups, whether these be Key Clubs, Circle K clubs, Boy Scout or Girl Scout troops, or whatever group a Kiwanis club is sponsoring. He indicated that this sponsorship responsibility will be a focal point of his thrust as International President in 1975-76 and that Kiwanians would be encouraged to become personally involved with such organizations as Boy Scouts and Big Brothers.

Among other ideas which Ted hopes will become fully operational in the 1975-76 year on a local level, are: (1) a "Kiwanis Cup" to the boy and/or girl selected as the best overall individual in the high school; and (2) a "President's Project." Each club president would select one new service project for completion during his year of office and would receive a banner patch indicating completion of that project at the close of his year.

IV. 1974-75 Major Emphasis Programs - "Mission Fulfillment"

The committee was informed of the progress of the distribution of materials for the 1974-75 Major Emphasis Programs and was given a copy of the MEP Press Kit and "The Younger Years," the project guide for that aspect of the MEP dealing with the learning disabled child.

V. Implications for 1974-75 Planning Conference in January

The committee was alerted as to the dates (January 8-9-10) of the 1975-76 Planning Conference, from which will come recommendations for the 1975-76 Major Emphasis Program(s). The committee urges all members of the Board to recommend areas which they feel should be researched as Major Emphasis Program possibilities during the next two months. District leadership will again be surveyed, and additional possibilities may be suggested from Annual Club Reports.

VI. Long Range Planning

It is the judgment of the committee that the development of Kiwanis service programs can be strengthened if such development occurs over a longer period of time than at present. We are cognizant of the fact that there can be times when the events of the past few months impel us to create a new Kiwanis program in response to a new development and we would prefer not to wait; we are cognizant of the fact that the programs currently being developed are far above the average of those we see emanating from other service organizations.

At the same time, we are convinced that both the quality and the quantity, and the timing of promotion of major programs could be enhanced if a longer period were given to their development and production and if an earlier distribution were made of support and promotional materials.

For this reason, we recommend that we begin phasing in a plan of long-range program development which within several years will see us in a position of having set priorities for the next five years, even though we must remain free to adjust those priorities as good judgment dictates. To that end, we offer the following suggestions:

1. The committee suggests that the Service Group of the 1975-76 Planning Conference, meeting in January, 1975, be requested to recommend to the Board one or more priority areas for Major Emphasis Programming for 1975-76, such recommendations to be acted upon by the Board at its February 1975 meeting, and one or more priority areas for Major Emphasis Programming for 1976-77, such recommendation to be acted upon by the Board at its September 1975 meeting.
2. The committee further suggests that any other major service program requiring the development of program kits or the equivalent for implementation be submitted to the Board for approval or disapproval in principle at least nine months prior to the requested production date of materials.
3. The committee further suggests that, effective in 1976, the Major Emphasis Programs kit, or its equivalent, be included in the President's packet for July mailing.

VII. Presentation of Theme and Objectives for 1974-75 in Denver

The committee wished to go on record as expressing its extreme pleasure with the presentation of the 1974-75 Major Emphasis Programs, Theme and Objectives at the Denver Convention and commend all who were responsible for its production.

VIII. Disposition of District Resolutions

While compilations of 1974 district resolutions are not yet available to us, it is desirable to have a plan of referral for use by the General Office later this fall.

Recommendation #4:

The committee recommends that 1974 district resolutions which contain recommendations for Kiwanis International programming be referred prior to December 1, to those services committee chairmen and members who will be in attendance at the 1975-76 Planning Conference in January and to the 1974-75 Committee on Resolutions.

I move that recommendation 4 be adopted.
(adopted)

IX. Housing and Urban Development Proposal

The committee was informed of the status of the Department of Housing and Urban Development's desire to work more closely with service clubs in accomplishing their objectives. Staff is still in contact with Chicago Housing Authorities in an attempt to pinpoint ways in which this cooperation may be attained.

X. Budget

The Comparative Statements of Expenses for Program Development for the month of August, 1974 were reviewed by the Committee.

XI. "Operation Breathe Easy" Proposal

The committee was made aware of a service project currently being conducted by the Kiwanis Club of Industrial Area, Dallas, Texas in providing breathing machines to needy patients. The committee wishes to express its congratulations and encouragement to the Kiwanis Club of Industrial Area, Dallas, for this tremendous effort in support of our current theme.

XII. Resolution of International Cooperation

The committee was informed that Staff is presently preparing to implement the Resolution on International Cooperation which was passed in Denver.

XIII. International Association for Medical Assistance to Travelers

The committee was also informed, through Past Governor Seymour Hershman of the Illinois-Eastern Iowa District, of a fine plan whereby medical assistance for travelers may be obtained through an international association. The Committee requested Staff to consider referring to this organization wherever pertinent in counsel provided to clubs in communicating to them regarding exchange visits or international travel.

XIV. Chicken Booklet Criticism

Correspondence was reviewed from Charles M. Heinecke, Chairman of the Committee on Drug Alert, Kiwanis Club of Minneapolis, Minnesota to the effect that the drug booklet "What If They Call Me Chicken?" be discontinued because they are outdated. The committee does not presently concur with this thinking and does recommend that the current supply of these booklets, approximately 440,000 and representing an investment in excess of \$17,000 be utilized.

XV. "SAVE A LIFE" Program

The committee reviewed considerable correspondence relating to a service project to combat hypertension, initiated by the Kiwanis Club of Hialeah-Miami Springs and now adopted as a district project by the Florida District for 1974-75. The committee was extremely impressed with the thoroughness in which the project is being conducted and sincerely compliments and encourages both the Hialeah-Miami Springs club and the Florida District in its efforts.

XVI. PROJECT PATRIOTISM

Trustee Ben Hagler called the Board Committee's attention to the program being implemented in the New Jersey District. The committee agreed that this was indeed a worthy endeavor and went on record as commending the New Jersey District for the program and encouraging other U.S. districts to become involved in some phase of patriotism, especially at this time in advance of the U.S. Bicentennial.

XVII. Visit of President Roy W. Davis

International President Roy W. Davis visited with the committee, expressing his appreciation for the work being done in Program Development and calling special attention to the need to re-emphasize the Six Objects of Kiwanis. The committee agreed, and Staff was requested to do whatever possible to encourage clubs to dramatize the Six Objects in their meetings and activities.

Other Concerns

The committee heard Staff reports concerning Freedom of Enterprise Week and Mexico-U.S. Friendship Week, and the consensus was that these two observances should be continued. Due to low sales and outdated material, continued production of the Support of Churches Recordings beyond the current inventory, is not recommended.

Respectfully submitted,

T. BEN HAGLER

STEPHEN H. HART, JR.

DOUGLAS WASSON

ERNEST STURCH, JR., Chairman

KEYWANETTES CLUBS

California-Nevada-Hawaii District of Kiwanis International

I. Objects and Activities of Keywanettes Clubs

Keywanettes is a service organization for young women enrolled in high school. It operates under the school's regulations but is unique from other high school organizations.

First, the Keywanettes club is unique for it is sponsored by a local Kiwanis club composed of leading business and professional men of the community. Second, the Keywanettes club is unique for its aim in the development of initiative, leadership ability and good citizenship practices. Third, the Keywanettes club is unique for its service program to the school and to the community, exemplifying our young women's desire and ability to serve.

The objects of Keywanettes are:

- To provide an opportunity for leadership training in service.
- To serve on the campus and in the community.
- To cooperate with the administrative officers of the educational institution of which this club is a part.
- To encourage participation in group activities.
- To promote good fellowship and high scholarship.
- To develop aggressive citizenship and the spirit of service for improvement of all human relationships.
- To afford useful training in the social graces and personality development.
- To accept and promote the following constitutional objects of Kiwanis International:

- To give primacy to the human and spiritual rather than to the material values of life.
- To encourage the daily living of the Golden Rule in all human relationships.
- To promote the adoption and the application of higher social, business, and professional standards.
- To develop, by precept and example, a more intelligent, aggressive, and serviceable citizenship.
- To provide through Keywanettes a practical means to form enduring friendships, to render altruistic service, and to build better communities.
- To cooperate in creating and maintaining that sound public opinion and high idealism which make possible the increase of righteousness, justice, patriotism, and good will.

Within school administration approved policies, the activities of Keywanettes are to be in accordance with their objects and are to provide service to the campus and to the community.

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

SEPTEMBER 25-29, 1974

Date of Committee Meeting: September 26, 1974

Place of Committee Meeting: General Office

Present: Members - Maurice Gladman, Carl F. Miller
Chairman - Jack P. Delf
Staff Members - Thomas W. Fitzgerald, Richard A. Misch,
Frank J. Schwerthoffer
Others - Roy W. Davis, Ted R. Osborn, Hilmar L. Solberg

SUPPLIES

The committee reviewed the financial statement for the Supplies Department for the month of August and for the eleven-month period ended August 31, 1974; it was found in order and approved.

As of August 31, 1974, the volume of orders reached 36,667, which is approximately 1,500 more orders than were processed at this same time last year. Present indications are that the Supplies operation again this year will reach an all-time high -- not only in unit volume, but in dollar sales.

The sales figure at August 31, 1974, was \$996,000 as compared to \$901,000 in 1973. The committee has agreed on a sales quota of \$1,250,000 for the 1974-75 Kiwanis year. We plan to place more emphasis on promotion by using THE KIWANIS MAGAZINE and special monthly mailings to promote supply items. In addition to using the monthly mailings to promote sales, we are going to use promotional letters to district and club officers based on district and club functions, such as gifts for Ladies' Nights, gifts for guest speakers, etc. At the district level the committee feels that additional sales are available by encouraging outgoing officers, governors and lieutenant governors, to buy Kiwanis gifts for presentation to the people who have worked with them during the year.

The committee discussed the possibility of inventorying items for the Keywanettes. We are in agreement that Kiwanis International should offer for sale gifts or any other items the Keywanettes may wish to purchase.

While touring the building, the committee agreed that by adding a display case on the first floor of the building with certain supply items, that additional sales could be obtained.

Recommendation #1:

The committee recommends that the Staff procure a display case to be appropriately placed on the first floor of the General Office Building for the purpose of additional sales of club supplies and gift items.

I move recommendation 1 be adopted.
(adopted)

PROPERTY

The building operational statement was reviewed. The committee reviewed the budget and expenditures to date and received a report of necessary repairs and refurbishing of the General Office property completed in this administrative year.

The committee received a report on the completion of the conversion of the heating plant of the General Office. This conversion provides that either oil or natural gas can be used as the energy source for the General Office.

The committee discussed the budget for the 1974-75 administrative year and the necessary maintenance of the General Office property.

The committee toured the building, noted the repairs to date, and inspected the conversion of the heating plant.

The committee wishes to take this opportunity to express their appreciation to Stanley and his maintenance employees for the manner in which they maintain the General Office.

I move this report be received.

Respectfully submitted,

MAURICE GLADMAN

CARL F. MILLER

JACK P. DELF, Chairman

REPORT OF BOARD COMMITTEE ON PUBLICATIONS AND ADVERTISINGTO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEESSeptember 25 - 29, 1974

Date of Committee Meeting: September 27, 1974

Place of Committee Meeting: General Office

Present: Members - Paul Chandler, Ralph C. Keyes

Chairman - Merald T. Enstad

Staff Members - Nick G. Geannopoulos, David B. Williams, Wayne L. Aune,
Burton P. Harris, R. P. Merridew, L. A. Hapgood

Each staff member of the department was asked to acquaint the committee with their departmental responsibilities, and each gave a brief description of the procedures followed in publishing THE KIWANIS MAGAZINE. The staff reported that since THE KIWANIS MAGAZINE is the only channel of communication that reaches every Kiwanis member, editorial thrust is focused on getting the member to open the magazine to read at least one item. If this is successful, it is then likely that he will notice and read other contents of the magazine which always include essential material about the organization. In order to achieve this goal, the following six editorial targets have been adopted:

1. Support articles for Major Emphasis Program and other Kiwanis service programs;
2. Conventions: Kiwanis pre-convention promotion and report including the Sponsored Youth convention reports;
3. Features on major club projects;
4. Features that are about Canada and other Kiwanis countries;
5. Business and professional series to lend editorial content support to advertising;
6. General interest (often with Kiwanis tie-in) with topics of concern to community, family, and society trends.

The staff reported that advertising for 1973-74 was running some 4 percent higher than in the previous year to record the highest advertising revenues in the magazine's history. In order to maintain its financial progress, and in keeping with the precedent being set by the competition, a 10 percent increase in advertising rates would take place January 1, 1975. Unless there were dramatic reversals in the economy, the staff projected that the magazine would record a year at least comparable in advertising revenues to the one just ending.

The committee then reviewed the income and expense budget of the previous year as well as the anticipated budget for the administrative year of 1974-75. It was noted that escalating prices, primarily in printing, paper and postage (Exhibit A) -- items over which the staff had no control -- had created a displaced budget for the coming year. The committee noted that it recognized the situation and suggested that the Finance Committee consider the magazine's needs and coordinate these needs with the overall planning for General Office operation. The committee further advised the staff that though inflation was having a negative effect on the magazine budget, that it not cease in its endeavors to project the image of Kiwanis, one of strength, vitality, and relevancy -- which over the years has made the magazine the acknowledged leader in its field.

Recommendation #1:

The committee recommends that the Board Committee on Finance be authorized to proceed with a plan for an increase in the subscription price of The Kiwanis Magazine and possibly general dues. Said plan to be considered at the February meeting of the Board.

I move that recommendation 1 be adopted.

(Adopted and referred to Board Committee on Finance)

The committee then proceeded to consider the proposals for the printing of THE KIWANIS MAGAZINE on a contract for a three-year period. On the basis of an across-the-board comparison of these price quotations and a review of facilities of those printers whose quotations were competitive, we recommend that the contract be renewed with Mid-America Webpress, Inc. of Lincoln, Nebraska.

Following discussion of this proposal, the committee unanimously recommended to the Board that the aforementioned contract be thus awarded.

Recommendation #2:

The committee recommends that the International Board approve the awarding of the contract for the printing of THE KIWANIS MAGAZINE for a three-year period beginning with the February 1975 issue, continuing to and including the combined issue of December 1977/January 1978 to Mid-America Webpress Inc., Lincoln, Nebraska.

I move that recommendation 2 be adopted.

(Adopted)

I move this report be received.

Respectfully submitted,

PAUL CHANDLER

RALPH C. KEYES

MERALD T. ENSTAD, Chairman

REPORT OF BOARD COMMITTEE ON PUBLICATIONS AND ADVERTISINGTO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEESSeptember 25 - 29, 1974

Date of Committee Meeting: September 27, 1974

Place of Committee Meeting: General Office

Present: Members - Paul Chandler, Ralph C. Keyes

Chairman - Merald T. Enstad

Staff Members - Nick G. Geannopoulos, David B. Williams, Wayne L. Aune,
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I move that recommendation 2 be adopted.

(Adopted)

I move this report be received.

Respectfully submitted,

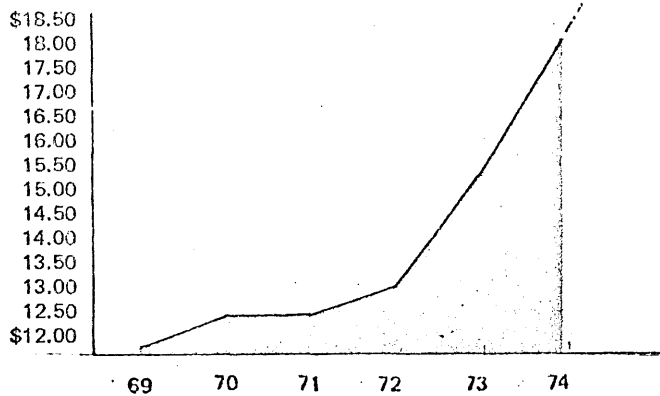
PAUL CHANDLER

RALPH C. KEYES

MERALD T. ENSTAD, Chairman

THE PAPER STORY

Actual dollar increase of paper from 1969-1974

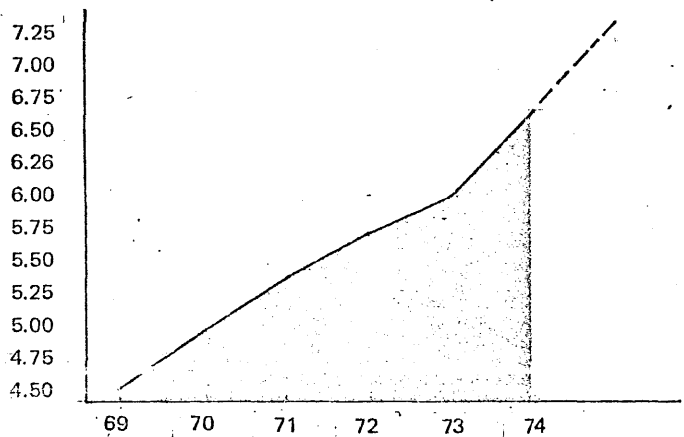


Magazine paper stock has increased from \$11.90 per hundred lbs weight (CWT) to \$18.00 CWT over the past five years. This represents an accumulative increase of over 51 per cent. The last two years accounted for approximately 84 per cent of that cost. For example, the cost of the 70,000 lbs of paper it takes to print the body (48 pages) of one issue of THE KIWANIS MAGAZINE would be \$4,200 more today in 1974 as a result of inflation than it was in 1969. On the basis of a year of ten issues this comes to an additional \$42,000 annually just for body stock alone.

THE PRINTING STORY

Since we have had two printers over the past five years, it is impossible to trace a similar graph in printing as in paper—where figures used are provided by just one paper manufacturer.

The impact of inflation on printing, however, may be measured by tracing the salary increases of a pressman over the last five years.



A pressman has received accumulative pay increases of some 44 per cent during this period. Of this sum, 39 per cent was awarded over the last three years.

As a result of guarantee escalation clause in our three-year contract that runs from 1972 through 1974, our printer could pass along only 10 per cent of his increases to us during the last three years.

With the new contract, our printer jumped the total bill by approximately 10.5 per cent to catch up with us in his fight against inflation. This increase comes to about \$1,247.02 per issue or \$12,470.20 per ten issues over a one-year period.

REPORT OF BOARD COMMITTEE ON PUBLIC RELATIONS

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25 - 29, 1974

Date of Committee Meeting: September 26, 1974

Place of Committee Meeting: General Office

Present: Members - James C. Brooks, E. B. McKittrick
Chairman - Paul Chandler
Staff Members - John L. McGehee, R. P. Merridew
Others - Roy W. Davis, Ted R. Osborn, Merald T. Enstad,
Hilmar L. Solberg

1. The committee heard an operation report by the staff director of public relations which included the following highlights:
 - The department is working closely with the program development department in promoting and publicizing the Youth Career Awards Program. Its effort extends to encouraging the sale of 1974 King of Sports medals for the program and as souvenirs.
 - A Bicentennial kit for U.S. clubs will be prepared and ready for distribution early in calendar year 1975.
 - The department has assisted in production of a film encouraging attendance at the 1975 International Convention in Atlanta. The total cost of this film is being underwritten by Eastern Airlines.
 - This year's observance of Family Reunion Day was one of the most widespread and one of the best publicized in the history of the program.
 - A publicity kit has been prepared for each club, and a set of radio and TV spot announcements produced, to promote and publicize the new major emphasis program, "Mission Fulfillment." The radio and TV spots are ready for sale to clubs as supportive items.
2. The staff director of public relations will confer with the governor of the California-Nevada-Hawaii district at this meeting of the Council relative to the placing of a Kiwanis International plaque on The USS Arizona memorial at Pearl Harbor, Hawaii during the district's convention in 1975. The department will also contact appropriate U.S. officials regarding permission to install such a plaque.
3. The committee discussed the desirability of a coordinating officer in each district of the United States to work with Kiwanis International, on the one hand, and divisions and clubs on the other, in the development and operation of the U.S. Bicentennial programs. It was felt that a Bicentennial chairman in each U.S. district would be invaluable for this purpose.

Recommendation #1:

The committee recommends that the President of Kiwanis International be

asked to appoint a Bicentennial committee chairman in each U.S. district to supervise development and operation of the Bicentennial programs in their districts. Canadian districts would be advised of developments as a matter of information.

I move that recommendation 1 be adopted.

(Adopted)

4. The committee discussed and is recommending that the final selection of recipients for the Connelly Medal remain the responsibility of the Kiwanis International Board of Trustees, based on recommendations from this committee.

We would recommend, also, that because of the close involvement of the Kiwanis International Foundation, the announcement of winners be made by the Foundation President.

The committee felt the full potential of the program was not being realized, and that it should be publicized and brought to the attention of the general membership through the Bulletin for Kiwanis Officers and a story in The Kiwanis Magazine.

Recommendation #2:

The committee recommends that administration of the Connelly Medal be so changed that the announcement of winners should be made to nominating clubs or districts by the president of the Kiwanis International Foundation, followed by a letter of commendation from the President of Kiwanis International.

I move that recommendation 2 be adopted.

(Adopted)

There was consideration given to the suggestion that districts be allowed to administer the Connelly Medal program for recipients within the individual district. The proposal would allow the district to select the recipients, purchase the medals and make presentation of same. Action on this proposal was deferred.

5. The committee considered three nominations currently before it for Connelly Medal recipients.
 - Miss Patricia A. Smith, a student of Rome, New York, 17 years old, nominated by the Kiwanis Club of Rome. She rescued two unconscious teenagers from drowning.
 - Michael S. Madison, a physical education teacher and coach of Springfield, Illinois, 35 years old, nominated by the Illinois-Eastern Iowa District. He rescued a woman from drowning in turbulent waters of the Kaskaskia River.
 - George G. Link, Fire Chief of Rahway, New Jersey, 55 years old, nominated by the Kiwanis Club of Rahway. He returned a 3-year old child to life by mouth-to-mouth resuscitation and heart massage. He also rescued three youths trapped in flood waters of the Rahway River.

It was felt that Miss Smith did, indeed, meet the qualifications for a Connelly Medal. Mr. Madison, it was felt, did not really meet the spirit of the Connelly Medal requirements in that he did not clearly "risk his life to save the life of another." Mr. Link, a fireman, who rescued a child from a burning building, was carrying out his duty and, therefore, is ineligible for a Connelly Medal.

Recommendation #3:

The committee recommends that a Connelly Medal be awarded to Miss Patricia A. Smith of Rome, New York.

I move that recommendation 3 be adopted.

(Adopted)

Recommendation #4:

The committee recommends that it be recommended to the Governors of their respective districts that Michael Madison of Springfield, Illinois, and George G. Link of Rahway, New Jersey, be presented with Medals of Valor.

I move that recommendation 4 be adopted.

(Adopted)

6. President Roy Davis suggested to the committee that it consider establishment of a "citizenship or public service award" for outstanding effort by an individual or organization in work to combat drug abuse or alcoholism. It was believed by President Roy and the committee that nominations for such awardees might be sought from the general Kiwanis membership, from districts, or from organizations prominent in the drug abuse and alcoholism fields. The committee will study this proposal and report its own suggestion at the next meeting of the Kiwanis International Board of Trustees.
7. President-elect Ted Osborn asked the committee to consider the Ice Follies show or similar family entertainment as a possible recipient of the Kiwanis Decency Award for presentation at the International Convention in Atlanta in June. The committee will report further on this matter to the next Board meeting.
8. President-elect Ted Osborn also pointed out that at many Kiwanis functions he encounters an important personage or speaker who says he is a member of Kiwanis, but is not wearing a Kiwanis membership button. He suggests that each member of the Board be given six membership buttons to carry with him to official visits and important gatherings for informal presentation to such people. He further feels that when Board members ask for replenishment of button supplies, they should list the people to whom their previous buttons were presented. There was also discussion by the committee on the current practice, in many cases, of members not wearing the button. The committee will study ways to encourage such wearing of the button and the pride of membership which it indicates.

Recommendation #5:

The committee recommends that each Board member be supplied with six standard membership buttons for presentation to important Kiwanians who are encountered at various functions not wearing Kiwanis buttons. The committee further recommends that, when reordering supplies of such buttons, Board members list the individuals to whom the previous buttons were presented.

I move that recommendation 5 be adopted.

(Defeated)

9. The committee then discussed various aspects of improved public relations. It was felt that a "Welcome International President" banner or sign could be produced which could be provided to each district office which, in turn, could loan the banner to host clubs for visits of the international president. The signs or banners could be backdrops for publicity photographs. The director will investigate this matter.

It was also felt that due to the importance of good public relations to the club, to its growth and health, and to Kiwanis International, the public relations committee on the club level should be reestablished, officially, as a permanent part of each club's administration. More study will be given to this suggestion before it is placed before the Board in the form of a recommendation.

I move this report be received.

Respectfully submitted,

JAMES C. BROOKS

E. B. McKITRICK

PAUL CHANDLER, Chairman

REPORT OF THE TREASURERTO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEESSeptember 25 - 29, 1974

The report of the Treasurer is the review of the current financial position of Kiwanis International. It is my pleasure to report to you the financial position of Kiwanis International as of August 31, 1974, and the comparative figures for 1973.

Under the caption Unrestricted Funds, the Current Assets include Cash, Short Term Investments, Accounts Receivable, Inventories, Prepaid Expenses and Unexpired Insurance. At August 31 they amounted to \$786,109. The next caption, Current Liabilities, reflects Accounts Payable, Accruals, and interfund transactions, in this case, Amount Due Funded Reserve and Deferred Income. The Total Current Liabilities amounted to \$377,052, which produces a Working Capital figure of \$409,057, which reflects almost no change in the past twelve months.

Other Assets, Advances and Deposits, added to the Working Capital figure produce Total Unrestricted Funds of \$505,498. Add to this the Reserved Funds, Funded \$317,064, Building Expansion \$141,902, and \$1 which reflects the ownership of the Kiwanis International Building, establishes a total figure for All Funds or Net Assets of \$964,465 at August 31, 1974.

Respectfully submitted,

STANLEY E. SCHNEIDER, Treasurer

KIWANIS INTERNATIONAL
STATEMENT OF FINANCIAL POSITION
August 1974

	<u>1 9 7 4</u>	<u>1 9 7 3</u>
UNRESTRICTED FUNDS:		
CURRENT ASSETS:		
Cash	\$ 68,505.00	\$ 53,232.00
Short Term Investments	200,000.00	198,376.00
Accounts Receivable	216,534.00	239,212.00
Inventories	265,924.00	195,000.00
Prepaid Expenses	27,629.00	19,313.00
Unexpired Insurance	<u>7,517.00</u>	<u>8,749.00</u>
Total Current Assets	<u>786,109.00</u>	<u>713,882.00</u>
CURRENT LIABILITIES:		
Accounts Payable	105,651.00	82,085.00
Accruals	63,879.00	42,835.00
Amount Due Reserve	4,998.00	4,519.00
Deferred Income	<u>202,524.00</u>	<u>175,089.00</u>
Total Current Liabilities	<u>377,052.00</u>	<u>304,528.00</u>
Working Capital	<u>409,057.00</u>	<u>409,354.00</u>
OTHER ASSETS:		
Deposits	50,565.00	46,435.00
Advances	<u>45,876.00</u>	<u>31,784.00</u>
	<u>96,441.00</u>	<u>78,219.00</u>
Total--Unrestricted Funds	505,498.00	487,573.00
RESERVED FUNDS:		
Funded	317,064.00	301,392.00
Building Expansion	141,902.00	135,116.00
Kiwani International Bldg.	<u>1.00</u>	<u>1.00</u>
Total--All Funds (Net Assets)	<u>\$964,465.00</u>	<u>\$924,082.00</u>

REPORT OF BOARD COMMITTEE ON FINANCE
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25 - 29, 1974

Date of Committee Meeting: September 25, 1974

Place of Committee Meeting: General Office

Present: Members - James C. Brooks, Stanley E. Schneider
Chairman - Hilmar L. Solberg
Staff Members - Thomas W. Fitzgerald, R. P. Merridew, L. A. Hapgood
Others - William M. Eagles, M.D., Roy W. Davis, Maurice Gladman,
Ted R. Osborn, Jack P. Delf

The financial statement for the month of August and for the eleven-month period ended August 31, 1974, was reviewed, found in order and approved. The Summary Statement of Income and Expenses is attached to this report. As you can see, Total Income at August 31, 1974, was \$2,949,281. This reflects an improvement in the last year of approximately \$145,000. A review of all of the income accounts involved in this favorable comparison would indicate that most of the increase can be traced to the Gross Profit on the Sale of Supplies and Convention Registration Fees. In addition, the percentage of increase in Interest in the past twelve months has been substantial, and it appears that at year end we will have doubled the interest that was earned last year, which was an all-time high. Interest income is derived from the investment of cash in our reserves, as well as the funds received from dues and magazines. The temporary surplus of cash is invested in certificates of deposit, and this accounts for the high rate of interest income at this time.

Expenses have also increased substantially in the last twelve months, and at August 31, 1974, expenses amounted to \$2,876,933. The Excess of Income over Expenses as \$72,348 and at this time the Net Income figure is just about on budget. We expect the 1973-74 administrative year will end with a minimal net income figure and be fairly close to the budget figure of \$15,000.

The committee reviewed the 1974-75 Budget which was approved in Denver. We noted that we will need budget adjustments in a few departments; specifically those departments and accounts involved in printing and paper costs.

The committee reviewed the Secretaries' contingent fund expense reports. They were found in order and approved.

The Key Club International and Circle K International quarterly and year end financial statements were reviewed. It was noted that the projected fund or bank balance for Key Club International at September 30, 1974, will be approximately \$60,000. This is an increase in the last twelve months of approximately \$7,000. All of this improvement can be attributed to fewer expenses. Dues income was approximately \$2,000 less again this year. The expected fund balance for Circle K International will be \$26,000 as compared to \$21,000 at September 30, 1973, with fewer expenses creating the improvement, since dues decreased this year by \$600.

The committee reviewed the official reports submitted by the districts relevant to the financial policies governing the expenses of Past International Presidents to Convention and Council. These reports showed little support for any change in the current policy. The Finance Committee would like to go on record at this time as reaffirming the current financial policies which cover this matter.

Over a year ago when it became necessary for Ken Greenaway, our European administrator, to leave Zurich, Switzerland, to establish a Kiwanis office in Australia, a Swiss non-resident departure tax of \$7,180 was levied against him. Kiwanis International advanced the total amount and since that date nearly fifty percent of this departure tax has been reimbursed to Kiwanis International by way of personal payments by Ken Greenaway. It is our opinion that a portion of this expense should be absorbed by Kiwanis International.

Recommendation #1:

The committee recommends that Kiwanis International absorb fifty percent of the Swiss non-resident departure tax of \$7,180 which was levied at the time our European Administrator moved from Zurich, Switzerland.

I move recommendation 1 be adopted.

(Adopted)

The committee reviewed the memorandum from Secretary Reg to the 1974 Executive Committee on the subject of Life Membership, dated September 3, 1974. The committee agrees that the Life Membership Plan could be adopted, and that Secretary Reg should continue to develop this plan, and that all members of the Board receive the September 3rd memorandum and any other subsequent working papers on this subject, looking toward further discussion at our next Board meeting.

The Board Committee reviewed a request from the Eastern Canada and the Caribbean District that the financial assistance provided to the district covering extra expenses incurred in administering the Caribbean area of the district be increased.

The committee reviewed all of the actions taken by the Board in this regard beginning with the establishment of the plan to assist the district since the Caribbean area is and has always been a provisional part of the Eastern Canada and the Caribbean District and is considered as a part of the International Extension effort.

The committee reviewed the specific items which related to the overall administration of the Caribbean area by the Eastern Canada and the Caribbean District. The committee considered whether the figure of up to but not to exceed \$4,500 was still adequate to the needs of the district in meeting these specific areas of responsibility. It is the feeling of the committee that the funds now allocated are still sufficient to meet these specific needs.

Recommendation #2:

The committee recommends that the Eastern Canada and the Caribbean District be provided with the following information:

- (1) The Board does appreciate the willingness of the Eastern Canada and the Caribbean District to administer the Caribbean area as it looks toward the time when it forms its own district.
- (2) The Board agreed that to facilitate the separation and to assist the district with the extra expenses incurred in the administration of the Caribbean area, funds up to but not to exceed \$4,500 be paid to the District on the basis of vouchers substantiating the agreed upon budget in regard to the specific areas which seem to require the district to have additional expense.
- (3) The amount in any one year is not related to the overall income from the per capita dues for International Extension, but specifically involves the costs for the extra services rendered. In the original format, the \$4,500 was agreed to also because the Board did not feel that it could or should expend any more at any one time for such assistance than was received from the given area. There is, however, only one consideration at the present time and it involves the actual services for which the Board agrees to provide either a partial or full reimbursement.
- (4) The Board agrees that after a full review of the specific areas for which reimbursement shall be considered, the amount of up to but not to exceed \$4,500 continues to be adequate to meet such needs.

I move recommendation 2 be adopted.

(Roll call vote. All present in favor. Treasurer Stan Schneider absent on assignment.)

The Board Committee reviewed the amount annually allocated in the budget to cover contingent expenses of the Secretary and Associate Secretary in the administration of their respective offices. These figures have not been adjusted for seventeen years.

Recommendation #3:

The committee recommends that the funds annually allocated in the budget to cover contingent expenses of the Secretary and Associate Secretary in the administration of their respective offices be increased 20%.

I move that recommendation 3 be adopted, and referred to the Board Committee on Laws and Policies for the necessary adjustment in the wording of the Board Policies on Finance.

(Adopted)

I move this report be received.

Respectfully submitted,

JAMES C. BROOKS

STANLEY E. SCHNEIDER

HILMAR L. SOLBERG, Chairman

KIWANIS INTERNATIONAL

SUMMARY STATEMENT OF INCOME AND EXPENSES

PERIOD ENDED AUGUST 31, 1974 & 1973

	<u>1974</u>	<u>1973</u>
INCOME:		
Dues-General	\$1,155,083.00	\$1,178,537.00
Dues-International Extension	118,986.00	119,593.00
Charter Fees	24,000.00	21,797.00
Interest	37,765.00	16,691.00
Liability Insurance (Net)	13,008.00	12,338.00
Processing Fees	109,506.00	115,071.00
Magazine Subscriptions	488,012.00	488,426.00
Magazine Advertising	192,647.00	183,709.00
Gross Profit on Sale of Supplies	394,002.00	355,885.00
Convention Registration Fees	369,899.00	302,085.00
Convention Dues	40,400.00	3,632.00
Mailers	5,973.00	6,594.00
	<hr/>	<hr/>
Total Income	2,949,281.00	2,804,358.00
	<hr/>	<hr/>
EXPENSES:		
Board, Council & Comm. Administration	266,691.00	247,615.00
Executive	147,108.00	136,233.00
Office Management	178,960.00	140,631.00
Public Relations	56,902.00	53,588.00
International Extension	145,940.00	139,210.00
Field Service	244,803.00	210,029.00
Records & Data Processing	82,258.00	60,222.00
Program Development & Club Service	140,078.00	131,287.00
Circle K	35,730.00	35,018.00
Key Clubs	45,883.00	20,151.00
Bureau of Accounts	14,692.00	18,545.00
Publications	141,900.00	112,044.00
Magazine	706,804.00	647,514.00
Supplies	331,557.00	311,948.00
Convention	337,627.00	345,059.00
	<hr/>	<hr/>
Total Expenses	2,876,933.00	2,609,094.00
	<hr/>	<hr/>
EXCESS OF INCOME OVER EXPENSES	\$ 72,348.00	\$ 195,264.00
	<hr/>	<hr/>

REPORT OF THE JOINT MEETING OF THE BOARD COMMITTEES ON
ADMINISTRATION AND STRUCTURE, OVERSEAS EXTENSION, AND LAWS AND POLICIES

Date of Joint Committee Meeting: September 27, 1974

Place of Joint Committee Meeting: General Office

Present: All members of the Board Committees on Administration and Structure,
Overseas Extension, and Laws and Policies, except Ralph C. Keyes
Others: All other members of the Board of Trustees

A joint meeting of the Board Committees on Administration and Structure, Overseas Extension, and Laws and Policies, as well as other Board members and Past International President Correspondents, was held to give consideration to the procedure for the reorganization of the International Board as directed in the resolution adopted at the Denver Convention. Attention was directed to a Working Paper which had been evolved listing points to be discussed and evaluated as a guide to the Administration and Structure Committee in formulating a plan of action for Board consideration and approval.

The first point discussed was that of whether each Federation will have one representative.

Voted, that it be recommended to the Administration and Structure Committee that each Federation have one member, and that consideration of monetary participation on the part of the Federation be included as part of this study.

The next points discussed were what will be the number of representatives from Canada and the definition of Canada.

Voted, that it be recommended to the Administration and Structure Committee that there be on the International Board at the Trustee level one Trustee from the Western Canada District and one Trustee from the Eastern Canada and the Caribbean District. The definition of the territory included in these two districts shall include any provisional areas attached thereto. When there is a minimum of two other Trustees on the International Board from areas outside the thirty districts as now constituted in the United States and Canada, there shall be a minimum of one Trustee from the combined territories of the Western Canada and Eastern Canada and the Caribbean Districts as presently constituted.

There was discussion as to whether or not the International Board should remain as presently constituted as to the number of Trustees.

Voted, that it be recommended to the Administration and Structure Committee that the present composition of twelve Trustees on the International Board be retained.

REPORT OF THE COMMITTEE OF PAST INTERNATIONAL PRESIDENTS

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25 - 29, 1974

Date of Committee Meeting: September 28, 1974

Place of Committee Meeting: General Office

Present: Members - Donald B. Rice, Walter J. L. Ray, Donald T. Forsythe,
Don E. Engdahl, Reed C. Culp, H. Park Arnold,
I.R. Witthuhn, Merle H. Tucker, Charles A. Swain,
Edward B. Moylan, Jr., Edward C. Keefe, R. Glenn Reed, Jr.,
James M. Moler, Harold M. Heimbaugh, Robert F. Weber,
T.R. Johnson, Lorin J. Badskey, and O.E. Peterson,
(Honorary Member)
Chairman - Wes H. Bartlett
Staff Member - Percy H. Shue
Absent - Albert J. Tully, J.O. Tally, and Fred G. McAlister

The meeting of the Committee of Past Presidents was called to order at 8:30 a.m., with the invocation being given by Past President Moler.

Absent Members

All members of the committee were in attendance except Past Presidents McAlister, Tally, and Tully. Although personal business prevented the participation in the committee meeting, Past Presidents McAlister and Tully did arrive Saturday afternoon and participated in the Past Presidents' dinner and Council events.

Approval of Minutes

Minutes of the Meeting of the Committee in Denver were unanimously approved.

Adoption of the Agenda

The advance agenda of the committee meeting was approved with the addition of the subject of amendments to be presented at this Council session.

Amendments to be Presented at Council

The two amendments to be presented at this Council session were reviewed -- one proposing to reduce the minimum number of directors of a club from seven to five and the other proposing to decrease the period of time for a club to hold its annual meeting and election of officers and directors and to require an earlier filing date for the Annual Report of Club Election.

Remarks by the President

The committee was briefed by President Roy W. Davis on a wide range of subjects; this included a review of the highlights of his Message to the Board.

In particular, he called attention to the New Club Building achievement during 1973-74, pointing out that a new club building record had been established

through the building of 287 new clubs since September 30, 1973, which breaks the former record of 286 established in 1921. Of these, 25% were added outside the thirty districts of the United States and Canada.

The president also provided detailed information on the financial picture, giving special attention to the problems being encountered in magazine financing. He indicated, furthermore, that, insofar as the total budget of Kiwanis International is concerned, the budget provides for a surplus of income over expenditures for 1974-75 of \$25,800, although this budget was developed before new magazine contracts were received.

The president reported to the committee on the most recent Board discussions of the world-wide structure and made available to the committee the five-paragraph sheet headed "Reorganization of the Board of Trustees at the Trustee Level." He reported that he has made a special effort since Denver to seek grass-roots responses to the administrative resolution adopted at Denver and has, in particular, urged Board representatives to district conventions and the 1974-75 governors to seek out such responses and report them to him.

The president also, in response to the committee's June 21 report, indicated that he has urged Board members and governors to encourage districts to offer men as candidates for International office.

With reference to Overseas Extension, President Roy informed the committee that Kiwanis Clubs in South America will probably form a district in November 1974 and that Ray Jeanes has been added to the staff as a Field Service Representative for that area.

He reminded the committee that the Caribbean Area is still considered an attachment to the Eastern Canada and the Caribbean District; it now has 1200 members and will be eligible to separate when it has 1500, although it appears uncertain that it will ask for separation at that point. The 1974-75 governor-elect is from the Caribbean Area.

The remarks of President Roy were exceptionally comprehensive and informative, and the committee unanimously requested that its commendation and appreciation be strongly conveyed through this report.

Finances

In response to the president's presentation, the committee entered into a discussion of magazine financing. Several members questioned the desirability of deficit financing over the coming two years which would be necessitated by the Board's plans to wait until the San Diego Convention (June 1976) to propose a 50¢ increase in the magazine subscription rate. There was also concern expressed that the 50¢ might not be adequate. The committee makes the following recommendation.

Recommendation #1:

The committee recommends that the Board propose at the Atlanta Convention, June 1975, an amendment to the International Bylaws for an increase in the magazine subscription rate rather than defer this to 1976.

It is also the consensus of the committee that a proposal for any increase in

magazine rates be accompanied by a statement of the Board substantiating the factors in the costs of production of the magazine and also how long the Board anticipates that the recommended increase will last before another is proposed. Such information would provide the Board with the necessary selling tool.

Review of Overseas Extension

Past President Badskey reviewed the status of Overseas Extension and brought us up to date on recent developments.

There was some discussion concerning the use of the term "Overseas Extension" as compared to "International Extension."

Information was presented covering the matter of club growth in International areas and its comparison to growth in the United States and Canada.

The World Secretariat

The chairman, being a former member of the Secretariat, reviewed with the committee the operations of the Secretariat and referred them during the discussion to Board policies which refer to the Secretariat charter and its objectives. He also solicited observations from other past presidents who had served on the Secretariat.

Past President Johnson informed the committee that the cost of operations for the Secretariat has averaged out at about 2¢ per member per year since its establishment. Past President Badskey expressed his opinion that the Secretariat grows in significance each time it meets.

Among other opinions expressed by members of the committee were the following:

- Expenditures for additional training of overseas leaders is more defensible than additional expenditures for an enlarged Secretariat.
- A larger and more broadly representative Secretariat would be desirable, provided that all participants have their expenses paid by the districts or federations they represent.
- The original concept of the Secretariat and the Federation plan did not foresee the present plans to change the Board structure.
- The function of the Secretariat has often been misinterpreted; it was never intended to be a control body and its purpose is well stated in the Secretariat Charter under the section on Purpose.

World-Wide Structure

Past President Johnson reviewed with the committee the meeting he had attended as a past president correspondent to the Board Committee on Administration and Structure. This, along with the earlier presentation by President Roy, provided the basis for the committee's discussion.

Past President Arnold had also served as correspondent to the Board Committee on Administration and Structure; Past President Heimbaugh as correspondent to the Board Committee on Laws and Policies; and Past President Badskey as correspondent to the Board Committee on Overseas Extension. All contributed with their observations relative to the joint meeting of the committees the previous day.

The committee discussed at length the many concerns and factors that relate to the Federation Plan itself, the World Secretariat as it is now constituted, and what possible relationships there are in these two areas with a World-Wide Structure Plan. Consideration was given to possible answers to some concerns expressed relative to:

- What will be the future of the World Secretariat? Will its mission be fulfilled with the establishment of a World-Wide Structure, or might it serve a new and expanded service serving non federated areas? If this should be the resultant, then what changes in the Charter of the Secretariat are necessary to make it an effective functioning body?

The cost factor of the World Secretariat was discussed. The consensus of the committee is that the Secretariat has fulfilled its purpose and been effective as intended.

The relationship between now existing federations and future federations to the World-Wide Structure was discussed at length. Several possible plans were considered:

The committee has the following recommendations with regard to administrative structure.

Recommendation #2:

The committee recommends that, at the Atlanta Convention, any proposed amendments providing for a world-wide structure be accompanied by an analysis of the immediate and long-range costs of implementing and operating such a structure.

Recommendation #3:

The committee recommends that the Board be informed that the committee endorses the Board's proposal that each federation represented on any world-wide structure Board underwrite the costs of its trustee's participation on the Board.

Recommendation #4:

The committee recommends that the Board continue extensive study of the Federation Plan and how it relates to the World-Wide Structure Plan it is developing so that as we continue to plan for the future any adjustments be properly timed to enable smooth transition into the World-Wide Structure.

Remarks by the President-elect

President-elect Ted Osborn appeared before the committee and reviewed certain of his priorities for 1975-76. He indicated that his top priority would be Kiwanis programs which serve youth and that, within this larger objective, the objective of carrying out our responsibilities to the youth organizations we sponsor would have top priority. He also commented upon his special interest in Builders Clubs, The President's Project, the Kiwanis Cup, and the Big Brothers program.

The committee expresses its appreciation to President Roy and to President-elect Ted for their presentations to the committee and also conveys its sincerest thanks to all members of the Board for the courtesies extended to the committee during this Council.

Respectfully submitted,

WES H. BARTLETT, Chairman

TO: BOARD OF TRUSTEES
KIWANIS INTERNATIONAL

SUBJECT: GUIDELINES - KIWANIS INTERNATIONAL FOUNDATION DISASTER RELIEF FUND

At its meeting on Sunday, September 29, 1974, the Board of Trustees of the Kiwanis International Foundation adopted the following guidelines for the creation and implementation of a Kiwanis International Foundation Disaster Relief Fund:

1. A disaster fund will be created by voluntary contributions submitted by clubs or individuals or by monies allocated to the fund by action of the Kiwanis International Foundation Board.
2. There shall be no annual solicitation for this fund. The announcement of this fund in a special brochure, as used by all types of foundations, is anticipated. In the case of a national or international disaster, clubs may be invited to voluntarily contribute on a basis of agreement reached by the President and Executive Committee of the Board of Trustees of Kiwanis International and the President and the Executive Committee of the Kiwanis International Foundation Board.
3. The Executive Committee of the Kiwanis International Foundation Board shall determine when and if funds will be allocated as well as the channels through which funds will be expended.
4. The monies for the fund will be raised from public sources and not diverted from Kiwanis International.
5. The nature of the disaster fund and its proposed usage will be clearly delineated.
6. The disaster fund will only be used for its stated purpose.
7. The Articles of Incorporation of the Kiwanis International Foundation will be amended to make specific reference to a disaster fund for the purposes of the Foundation contained in the Articles of Incorporation.

The above is presented to the Kiwanis International Board of Trustees for its information and for whatever action the Kiwanis International Board of Trustees may deem necessary.

Cordially yours,

HARRY S. HIMMEL, President
Kiwanis International Foundation

MINUTES

MEETING OF THE BOARD OF TRUSTEES KIWANIS INTERNATIONAL FOUNDATION

September 29, 1974
Chicago, Illinois

A meeting of the Board of Trustees of the Kiwanis International Foundation was held at 11:00 A.M. on Sunday, September 29, 1974, in The Bath, Ambassador East Hotel, Chicago, Illinois. The meeting was held in conjunction with the 1974 Kiwanis International Council.

Kiwanis International Foundation Board members present: Harry S. Himmel, President; O. E. Peterson, Vice President; Stanley E. Schneider, Treasurer; Walter P. Moore, Secretary; and Trustees: Gene H. Favell, Hilmar E. Solberg, Charles A. Swain, Harold M. Heimbaugh, O. Edwin Loberg and Ted R. Osborn. Trustee Roy W. Davis was unable to attend as he was with a meeting of the Board of Trustees of Kiwanis International in his capacity as President of Kiwanis International.

Also present were: R. P. Merridew, Secretary, Kiwanis International; John L. McGehee, Director of Public Relations, Kiwanis International; and William H. Jepson, Administrator, Kiwanis International Foundation. L. A. Hapgood, Associate Secretary, Kiwanis International, was unable to attend as he was with a meeting of the Board of Trustees of Kiwanis International.

Call To Order:

The meeting was called to order by the President of the Kiwanis International Foundation, Harry S. Himmel, at 11:05 A.M.

Introductory Remarks:

President Himmel welcomed the members of the Board of Trustees of the Kiwanis International Foundation and members of the General Office staff. President Himmel made note that this was the first Board meeting for Trustees O. Edwin Loberg and Harold M. Heimbaugh, both of whom were elected to the Foundation Board during the Denver International Convention on June 23, 1974. President Himmel indicated that the agenda for the meeting was in everyone's folders. (See Exhibit A)

Approval of Minutes of June 23, 1974 Board Meeting:

The Minutes of the meeting of the Board of Trustees of the Kiwanis International Foundation, held on June 23, 1974, had been mailed to all Foundation Board members on July 17, 1974. As there were no objections or corrections, these Minutes were approved by the Board as submitted.

Final Report - 1974 Voluntary Birthday Gift Contribution Plan Campaign:

President Himmel called the Board's attention to the final report on the 1974 Voluntary Birthday Gift Contribution Plan campaign, sponsored by the Kiwanis International Foundation. (See Exhibit B) He noted the comparative figures, by district, between the 1973 and 1974 campaigns, and he referred the Board to the summary of the results of this campaign since it began in 1968. He also noted that 1083 Kiwanis Clubs, in the United States and Canada, had received the Banner Patch Award. President Himmel expressed the opinion that the success of the 1974 appeal was due in large measure to the Banner Patch Award program and the effective work of all of the Foundation's District Coordinators.

The Board accepted the report as submitted.

Plans for the 1975 Voluntary Birthday Gift Contribution Plan Campaign:

President Himmel referred to the exhibit on the 1975 Voluntary Birthday Gift Contribution Plan campaign (See Exhibit C). He referred to the sample copy of the 1975 Birthday Gift brochure, and he noted the improvements which had been made in this printed piece. He commented that the exhibit contained sample copies of all of the mailings and other communications which will be sent from the Foundation Office to club and district leadership during the campaign. The 1975 Voluntary Birthday Gift Contribution Plan campaign will be conducted during Anniversary Week, January 19-25, 1975, and President Himmel expressed the hope that the Foundation would realize \$100,000.00 from the 1975 appeal.

The Board accepted the plans for the 1975 Voluntary Birthday Gift Contribution Plan campaign as submitted.

Foundation Programs:

President Himmel asked the Board to refer to the information in their folders on the continuing programs of the Kiwanis International Foundation. (See Exhibit D)

President Himmel noted that the Life Fellow Program has received \$2,400.00 in income (24 awards) since the 1974-75 administrative year began on August 1, and that income from the program during 1973-74 was \$10,124.68 (107 awards) as compared to an income of \$6,003.11 (60 awards) during 1972-73. He mentioned that a mailing on the Life Fellow Program had been sent to 1974-75 Lieutenant Governors, Governors, and club secretaries.

President Himmel indicated that the report showed that 4 Memorial Fellow Awards had been created so far during 1974-75 for an income of \$405.00. He added that income for this program during 1973-74 was \$2,604.00 (27 awards), as compared to an income of \$1,651.25 (16 awards) during 1972-73.

President Himmel stated that the Fellow Program had done better than anticipated during the 1973-74 administrative year, in that 12 Fellows made payments totaling \$460.00 and 5 new Fellows joined the program and made total payments of \$105.00. He indicated that the report showed comparisons for 1973-74 and 1972-73.

President Himmel indicated that 11 Tablet of Honor Awards had been created during the 1973-74 administrative year for an income of \$11,062.86, as compared to 9 Tablet of Honor Awards during 1972-73 for an income of \$9,193.00. He noted that since August 1, 1974, 2 Tablet of Honor Awards had been created for an income of \$2,000.00.

Income from the Tribute Fund totaled \$2,017.00 (118 contributions) during 1973-74 as compared to income of \$1,785.00 (80 contributions) during 1972-73. President Himmel mentioned that the report shows 9 contributions so far in 1974-75 for an income of \$86.00. Trustee Heimbaugh asked what was meant in the report that tributes were from the Kiwanis International Foundation Board. President Himmel responded that it is customary for a Tribute Fund acknowledgement to be sent to the family of the deceased from the Board as a token of the Board's sympathy.

President Himmel commented that the Popcorn for Profit of the Kiwanis Club of Bremen, Indiana Donation Program has provided the Foundation with a total income of \$1,101.00 since it began in May, 1974. He indicated that the majority of the income from this donation program can be expected in late fall and winter. He also commented that all participating Kiwanis, Circle K, and Key Clubs received a letter of appreciation from the President of the Foundation along with a brochure which describes the work of the Foundation.

The Board accepted the report as submitted.

Annual Audit of the Kiwanis International Foundation:

President Himmel called upon the Treasurer of the Kiwanis International Foundation, Stanely E. Schneider, to review the Annual Audit of the Foundation as prepared by the firm of Seidman and Seidman, Chicago, Illinois. (See Exhibit E)

Treasurer Schneider referred the Board to page 3 of the Annual Audit and commented that the item "Cash", under the heading "Assets", means that there was \$211,590.00 in time deposits in 1974 and \$204,282.00 in time deposits in 1973. Treasurer Schneider noted that page 7 shows the various funds which make up the Foundation's assets and that page 8 indicates the income and expenses of the Foundation for the administrative year ending on July 31, 1974.

Treasurer Schneider noted that page 9 of the Annual Audit illustrates the comparative expenses of the Foundation for the 1973-74 and 1972-73 administrative years, and he commented that for the year ending on July 31, 1974, the Foundation's expenses were \$65,016.00 as compared to a total expense of \$40,616.00 for the year ending on July 31, 1973. He commented that the expenses categories of "Activities," "Promotional Materials," and "Seminars" were \$23,000.00 more in 1973-74 than in 1972-73, but that real administrative expenses were only \$1,200 more in 1973-74 than in 1972-73.

He added that the "Promotional Materials" category on page 9 also reflects an increase in the inventory of plaques and brochures which are necessary for proper functioning.

Trustee Loberg commented that he felt that the Auditor should attempt to do a better job in breaking down the "Activity" and "Promotional Materials" expenses as shown in the Annual Audit for greatly clarity.

President Himmel thanked Treasurer Schneider for his review of the Annual Audit.

Relationship of the Kiwanis International Foundation to National and District Foundations:

President Himmel told the Board that he requested that the Board of Trustees of Kiwanis International consider the relationship of the Kiwanis International Foundation to national and district foundations, and that the matter had been referred to the Kiwanis International Board Committee on Laws and Policies. He indicated that the Kiwanis International Board felt that the Kiwanis International Foundation should establish its own guidelines with the Kiwanis Foundation of Canada as far as the Annual Voluntary Birthday Gift Contribution Plan campaign was concerned.

President Himmel referred the Board to the letters which had been exchanged between Walter H. Howell, President, Kiwanis Foundation of Canada, and himself. (See Exhibit F) President Himmel stated that a basic agreement on the procedures for handling the Annual Voluntary Birthday Gift Contribution Plan campaign with Kiwanis clubs in Canada had been reached, and he read the guidelines which he suggested in his letter of September 16, 1974 to President Howell, and to which President Howell agreed in his letter of September 20, 1974. These guidelines are as follows: (1) Canadian clubs may send their Birthday Gift contributions directly to the Kiwanis International Foundation. We would remind Canadian Clubs that the Kiwanis International Foundation serves all of Kiwanis, and their support is solicited to assist the Kiwanis International Foundation to continue to serve the entire organization, (2) We will suggest that Canadian Clubs may wish to honor the anniversary of Kiwanis by sending their Birthday Gift contributions directly to the Kiwanis Foundation of Canada. We would express our hope for the success of the Kiwanis Foundation of Canada and that it will need the support of Canadian Kiwanians to carry out its programs, and (3) We will suggest to Canadian Clubs that they may divide their Birthday Gift contributions, equally, between the Kiwanis International Foundation and the Kiwanis Foundation of Canada. In this way, they would support the work of both foundations.

Trustee Loberg indicated that he had discussed the Voluntary Birthday Gift Contribution Plan campaign with President Howell, and that he personally agreed with the guidelines for conducting the campaign in Canada.

The Board voted to accept the agreement reached between President Himmel and President Howell relative to the Voluntary Birthday Gift Contribution Plan campaign in Canada.

Disaster Relief Fund:

President Himmel stated that he has sent a letter to the Board of Trustees of Kiwanis International on April 16, 1974, expressing his opinion that the Kiwanis International Board should consider changing its existing policies on Disaster Relief to allow the Kiwanis International Foundation to establish a Disaster Relief Fund. At its June, 1974 meeting, the Board of Trustees of Kiwanis International indicated that the Kiwanis International Foundation should set forth its suggestions as to guidelines for establishing a Disaster Relief Fund under the auspices of the Foundation. President Himmel stated that this was done, and he referred the Board to his letter of September 30, 1974 to the Kiwanis International Board suggesting guidelines for the establishment of a Kiwanis International Foundation Disaster Relief Fund. (See Exhibit G)

President Himmel noted that in order to establish a Disaster Relief Fund, the Articles of Incorporation of the Kiwanis International Foundation needed to be amended.

Vice President Peterson commented that after the earthquake in Alaska and the disaster in Nicaragua, clubs asked if they could help through Kiwanis, but there was no way they could under existing policies. Vice President Peterson stated that he felt that there was a very definite need for the establishment of a Disaster Relief Fund by the Kiwanis International Foundation.

The Board voted to approve the guidelines for the establishment of a Disaster Relief Fund as drawn up by President Himmel, and refer them to the Board of Trustees of Kiwanis International for its opinions.

Proposal for a Grant From the Mid America Hearing Research Foundation:

President Himmel referred the Board to the proposal for a grant from the Mid America Hearing Research Foundation (See Exhibit H), and he called upon Vice President Peterson for comments.

Vice President Peterson told the Board that previous proposals from the Mid America Hearing Research Foundation were too local in nature to receive serious consideration; that discussions over the past year lead to the proposal before this Board, and he indicated that he felt that this proposal to set up an electrocochleography testing laboratory at Mercy Hospital, Chicago, Illinois deserved serious consideration. Vice President Peterson stated that the research facility could be initiated by a \$10,000.00 grant from the Kiwanis International Foundation, and Mid America was sure that it could raise the balance of the necessary \$35,000.00 to launch the project from other sources. He also stated that the Kiwanis International Foundation would have no further commitment after this initial grant of \$10,000.00, but the project would bear the name of the Kiwanis International Foundation permanently.

Vice President Peterson told the Board that the suggested name of the program is: "The Kiwanis International Foundation Hearing Research Project," and the primary purpose of the project is to develop new techniques for the testing of hearing in infants and children.

Trustee Swain commented that other groups have already agreed to help with the financing and that it was important to bear in mind that this research project tied in with the 1974-75 Major Emphasis Program of Kiwanis International.

John L. McGehee, Director of Public Relations, Kiwanis International, expressed the opinion that he hoped that the Mid America Hearing Research Foundation would eventually change its name, with a new name that would eliminate the reference to mid-western United States and which might appeal more to Canadian Kiwanis Clubs. Vice President Peterson commented that this was being considered and that Mid America was entertaining a change of name to "American Hearing Research Foundation."

Trustee Loberg stated that he felt that Canadian Kiwanians would have no concern over the name "American," and that he also hoped that there would be some way for the Kiwanis Foundation of Canada to be involved in the project.

President Himmel stated that it should be made clear that the Kiwanis International Foundation would have no further financial commitments to the project over and above an initial grant of \$10,000.00; that the project had been carefully reviewed, and that he was satisfied that the project merited serious consideration by the Board.

The Board voted to provide the Mid America Hearing Research Foundation with a grant of \$10,000.00 to establish a electrocochleography testing research facility at Mercy Hospital, Chicago, Illinois.

Proposed Amendment to Article V, Section 1 of the Bylaws of the Kiwanis International Foundation:

President Himmel read the proposed amendment to Article V, Section 1 of the Bylaws of the Kiwanis International Foundation. (See Exhibit I)

President Himmel reminded the Board that this proposed amendment had been submitted to the June 23, 1974 meeting of the Board at the Denver International Convention, but that it has been held for the opinion of the President of Kiwanis International.

The Board voted to adopt the amendment to Article V, Section 1 of the Bylaws of the Kiwanis International Foundation.

Foundation Support of Other Organizations and Agencies:

President Himmel told the Board that the Kiwanis International Foundation should always be looking for worthy charitable endeavors and organizations to support. He noted the proposal for a grant that had been received from World Scouting (See Exhibit J), and he suggested that this proposal be held for further study.

The Board agreed to hold the proposal for a grant submitted by World Scouting for further study and for review at the February, 1975 meeting of the Board's Executive Committee.

Promotion in The Kiwanis Magazine:

President Himmel reminded the Board that during the Denver International Convention, those attending the Forum on Foundations and the Foundation District Coordinators' Luncheon Meeting expressed the opinion that more needed to be done in The Kiwanis Magazine to promote the Foundation.

Administrator Jepson commented that there would be a full length feature story on the Foundation in the December-January, 1975 issue of The Kiwanis Magazine, describing the history, purpose, and plans of the Foundation, and that there would be an article on wills and trusts in an issue of The Magazine in the spring months. Administrator Jepson also indicated that President Himmel would meet with the Magazine staff and himself to discuss Foundation promotion, in particular, the "Kiwanis International Foundation Hearing Research Project."

The meeting recessed for lunch at 12:15 P.M.

Following lunch, the meeting resumed at 12:40 P.M.

Colleen Connelly Scholarship Fund:

Administrator Jepson reviewed the plans that Miss Colleen Connelly presently has for continuing her formal education. (See Exhibit K). Administrator Jepson indicated that Miss Connelly will attend night school classes during the 1974-75 term; that she will attend graduate school full-time during the summer of 1975, and that she will probably attend night school-classes again during the 1975-76 term.

President Himmel told the Board that there is approximately \$4,000 remaining in the Colleen Connelly Scholarship Fund and that the Foundation should have no difficulty in continuing to finance Miss Connelly's graduate studies.

1974-75 Foundation District Coordinators:

President Himmel told the Board that there were Foundation Coordinators appointed for all 30 of the Kiwanis districts in the United States and Canada, and that he felt that the group for 1974-75 was outstanding. (See Exhibit L) He indicated that the Coordinators would be a vital factor in the 1975 Voluntary Birthday Gift Contribution Plan campaign and that the Coordinator program, in general, was a great asset to the Foundation.

Status of Foundation Visual Aid:

Administrator Jepson told the Board that the visual aid for the Foundation was in progress, and that he hoped that it could be completed by January, 1975 or soon thereafter. He indicated that there was some difficulty in obtaining color photographs of actual Foundation activities, but that the project was coming along satisfactorily.

1974-75 Major Emphasis Program Materials:

President Himmel showed the Board the guidebook entitled: "The Younger Years," which has been sent to all 1974-75 Kiwanis Club Presidents. (See Exhibit M) He indicated that this guidebook had been made possible by a grant of \$10,000.00 by the Foundation to Kiwanis International, and he referred the Board to the

inside front cover of the publication which clearly indicates credit to the Kiwanis International Foundation for financing it.

1974 Key Club International Freedom Leadership Seminar:

President Himmel called upon Administrator Jepson to report on the 1974 Key Club International Freedom Leadership Seminar. (See Exhibit N)

Administrator Jepson stated that 61 Key Clubbers attended the 1974 Key Club International Freedom Leadership Seminar at Freedoms Foundation at Valley Forge, Pennsylvania, August 31 - September 2, 1974, and that 29 of the 30 Key Club districts were represented. He indicated that this 7th annual seminar was highly successful, and he referred the Board to the comments of those attending which was attached to the report. He noted that expenses were approximately \$4,700.00 and that the Foundation had provided a grant of \$4,500.00 for the Seminar.

President Himmel stated that reports indicate that the Patriots Path, financed by the Kiwanis International Foundation several years ago, was in a poor condition. He told the Board that there was a possibility that a local vocational school class on ornamental horticulture would consider maintaining Patriots Path as a project and that the Foundation has agreed to reimburse the school for incidental expenses which may be involved. President Himmel said that he would report back to the Board on this proposal as soon as he had more positive information.

Key Club International Sponsorship Award Program:

Administrator Jepson was called upon to comment on the Key Club International Sponsorship Award Program. (See Exhibit O)

Administrator Jepson showed the Board the 3 different types of banner patch awards that are given to Kiwanis Clubs which are rated as "excellent," "superior," and "quality" in terms of Key Club sponsorship. Grading is done by the International Committee on Key Clubs. He indicated that the program costs approximately \$550.00 per year and that the Foundation had agreed to support this program annually.

Trustee Swain indicated that some consideration should be given to having the name of the Kiwanis International Foundation on the banner patch awards, and President Himmel commented that this would be explored.

The Board voted to continue to finance the Annual Key Club International Sponsorship Award Program.

1974 Circle K International Leadership Training Conference:

President Himmel asked Administrator Jepson to comment on the plans for the 1974 Circle K International Leadership Conference which is financed by the Kiwanis International Foundation. (See Exhibit P)

Administrator Jepson stated that the 1974 conference format would be the same as it was for the 1973 conference and that National Leadership Methods, an organization which specializes in motivational training, will conduct this

year's conference in St. Louis, Missouri, October 18-20. He stated that all Circle K Districts had been invited to send a least 2 representatives, and an attendance of 60 is anticipated. The budget for this 1974 conference is \$4,500.00, as provided by a grant from the Kiwanis International Foundation.

The Board accepted the report as submitted.

Tablet of Honor, General Office:

President Himmel told the Board that there was a need to consider purchasing a new Tablet of Honor for the Kiwanis International Building. He stated that there were only 13 spaces left on the present Tablet of Honor plaque, and that there was a possibility that the plaque could be filled by the end of the 1974-75 administrative year.

President Himmel indicated that Bruce Fox, Incorporated, New Albany, Indiana, had been contacted and asked to submit suggested designs and prices for a new Tablet of Honor. (See Exhibit Q)

President Himmel stated that Bruce Fox, Incorporated had submitted two designs; one which would create a Tablet with 182 spaces for names for a cost of \$1,114.00, and the other design which would create a Tablet of Honor with 203 spaces for names for a cost of \$1,312.00. In any event, all of the name plates on the current Tablet of Honor would be removed and placed on the new plaque.

The Board voted to provide the funds necessary to create a new Tablet of Honor plaque for the Kiwanis International Building which would contain space for 203 names of honorees, as suggested by Bruce Fox, Incorporated.

Foundation Newsletter:

President Himmel indicated that a copy of the most recent "Kiwanis International Foundation Newsletter" was in the Board's folders. (See Exhibit R)

He asked the Board to feel free to make their comments and suggestions, at any time, on the Newsletter, and he told the Board that the next Newsletter would be issued after the 1974 Kiwanis International Council.

Foundation Participation, 1974 Kiwanis International Council;

President Himmel told the Board that he would meet with the 1974-75 Kiwanis District Governors at 4:00 P.M. on Sunday, September 29, 1974 to discuss the programs of the Kiwanis International Foundation and the forthcoming 1974 Voluntary Birthday Gift Contribution Plan campaign. He stated that three Tablet of Honor presentations would be made on Tuesday morning, October 1, 1974 at the Council general session. Tablet of Honor recipients would be : Ted R. Osborn, President-elect, Kiwanis International, from the Kentucky-Tennessee District; a memorial in honor of William H. Quinn, 1973-74 Governor-elect, by the Ohio District, and in appreciation to Charles I. Henry, Past Governor, 1948, by the Kentucky-Tennessee District.

Trustee Heimbaugh indicated that he felt that there may be some confusion in that the 1974 Council Program only shows the photographs of the three members

of the Board of Trustees of the Kiwanis International Foundation that are not pictured in other sections of the program. He suggested that it may be feasible to use a group photograph of the Board in next year's program or use a set of smaller pictures of all members of the Board.

International Secretary Merridew commented that he hoped that President Himmel and Administrator Jepson would give him some suggestions in writing on how the Foundation section of the International Council program should be setup in the future.

New Business:

President Himmel referred the Board to a news release on the grant to the Mid America Hearing Research Foundation which was made at this Board meeting. (See Exhibit S) President Himmel stated that this release, to be distributed to members of the 1974 Kiwanis International Council, had been prepared in advance in the event that the Board approved the Mid America proposal, and that he felt this was something that the Council should know about as the Foundation's programs are discussed.

President Himmel read the Board a letter he had received from Kiwanis International Trustee Stephen H. Hart, Jr. (See Exhibit T) He noted that Trustee Hart suggests that outstanding Foundation District Coordinators be honored at Kiwanis International Conventions. International Secretary Merridew suggested that, if adopted, the award given to the outstanding Coordinators should be something of value, not just a certificate or plaque, etc. President Himmel suggested that the proposal be held for further study, and that he would report back to the Board at a later date.

President Himmel told the Board that he had received a proposal from Trustee Favell to create an awards program for club foundations. (See Exhibit U) President Himmel indicated that this suggestion was received too late for proper consideration at this meeting, but that he felt it should be studied and considered formally by the Board at a future meeting.

Trustee Solberg asked what the goal was for the 1975 Voluntary Birthday Gift Contribution Plan campaign. President Himmel stated that he hoped that the Foundation would receive at least \$100,000.00 from the 1975 appeal.

International Secretary Merridew stated that the title for the Foundation's hearing testing project with the Mid America Hearing Research Foundation was too long, and he hoped that the General Office staff would be able to suggest a better title. President Himmel commented that he and the Board would certainly welcome suggestions from the staff.

Adjournment:

There being no additional business to be brought before the Board,
the meeting was adjourned by President Himmel at 1:15 P.M.

Respectfully submitted,

WILLIAM H. JEPSON
Administrator
Kiwanis International Foundation

for

WALTER P. MOORE
Secretary
Kiwanis International Foundation

GENERAL OFFICE ADMINISTRATIVE ACTION

September 25 - 29, 1974 Board Meeting

a. Change of Territorial Limits of Established Clubs:

High Point, North Carolina	Royal Oak, Michigan
Delray Beach, Florida	Strathmoor-Northwest, Detroit, Michigan
Alton-Godfrey, Illinois	

b. Clubs Meeting Outside Their Territorial Limits:

None

c. Elimination of Membership of Non-Meeting Clubs from Active Membership Files:

<u>Club</u>	<u>Number of Members</u>	<u>Listed as Not-Meeting</u>
Fairfax, Alabama	12	6-11-74
Suncoast, Clearwater, Florida	19	6-11-74
Maryville, Illinois	16	6-11-74
Hillside, New Jersey	10	6-11-74
West Phoenix, Arizona	15	6-11-74
Childress, Texas	13	6-11-74
Fort Worth-Benbrook, Texas	6	6-11-74
Laredo-Lipan, Texas	21	6-11-74
Memphis, Texas	8	6-11-74
Mission City, San Antonio, Texas	11	6-11-74
Northeast Dallas, Texas	11	6-11-74
Clinton-Hub City, Oklahoma	11	6-11-74
Elk City-Gas Capitol, Oklahoma	34	6-11-74
Marietta, Oklahoma	9	6-11-74
Oklahoma City-Shephard Mall, Oklahoma	21	6-11-74
Pryor, Oklahoma	15	6-11-74
Oneonta, Alabama	24	7-23-74
Claiborne County, Tazewell, Tennessee (Retroactive to January 1, 1974)	20	7-23-74
Sneedville, Tennessee (Retroactive to January 1, 1974)	11	7-23-74
El Camino Real, Los Altos, California	9	8-23-74
Santa Barbara City Breakfast, California	20	8-23-74
Elkhorn City, Kentucky	14	8-23-74
Smithville, Tennessee	24	8-23-74
Burbank, Detroit, Michigan	14	8-23-74
Fort Leonard Wood, Missouri	16	8-23-74
Platte City, Missouri	6	8-23-74
Newport, Maine	40	8-23-74
East Windsor-Hightstown Area, New Jersey	13	8-23-74
Manalapan-Englishtown, New Jersey	7	8-23-74
Barrington, Rhode Island	25	8-23-74
Garfield Heights, Ohio	13	8-23-74
Mount Washington, Cincinnati, Ohio	9	8-23-74
Russia, Ohio	29	8-23-74
Grangeville, Idaho	10	8-23-74
Sutherlin-Oakland, Oregon	6	8-23-74
Irving-Deaf No. 1, Texas	11	8-23-74

c. Elimination of Membership of Non-Meeting Clubs from Active Membership Files Continued

<u>Club</u>	<u>Number of Members</u>	<u>Listed as Non-Meeting</u>
Pecos, Texas	8	8-23-74
Overton, Texas	23	8-23-74
Stigler, Oklahoma	14	8-23-74
Tuttle, Oklahoma	20	8-23-74
Mount Hope, West Virginia	8	8-23-74
San Lorenzo Village, California	13	9-10-74
Woodland, Washington	21	9-10-74
Clifton-Morenci, Arizona	14	9-10-74
Pinetop-Lakeside, Arizona	11	9-10-74
Safford, Mt. Graham, Arizona	4	9-10-74
Lordsburg, New Mexico	13	9-10-74
El Paso-Conquistador, Texas	18	9-10-74
Broken Arrow, Oklahoma	20	9-10-74

d. Organization of New Clubs, including Territorial Limits:

<u>Club</u>	<u>Territorial Limits</u>
Grand Bay, Alabama	Confined to the following boundaries around Grand Bay, Alabama: West: State line of Alabama and Mississippi; South: The Bay of Grand Bay; East: McDonald Road; North: Airport Blvd.
Bi-County, Senior Citizens, Marysville, California	Confined to West - Sacramento Road; North - Butte County Line; East - East Marysville, Calif.; South - Bear River.
Moraga Valley, Moraga, California	Confined to the communities of Moraga, Rheem Valley and Orinda, California
South Coast Center, Costa Mesa, California	Confined to the area bounded on the North by Warner Avenue, on the West by the Santa Ana River, on the South by the San Diego Freeway, and on the East by the Newport Freeway.
Yerba Buena, San Francisco, California	Confined to Golden Gate Ave. to Market St., to San Francisco Bay Eastward, San Francisco Bay Eastward to 17th St., West to Highway 101 to Golden Gate Ave., San Francisco, Calif.
Halfway-Williamsport, Maryland	Confined to an area beginning at the intersection of the southern boundary of the City of Hagerstown and Route 65, West along the city boundary to the Western Boundary, North along the boundary to Old Route 40, West along Old Route 40 to Route 63, South on Route 63 to the community of Williamsport,

<u>Club</u>	<u>Territorial Limits</u>
Halfway-Williamsport, Maryland (continued)	West along Williamsport's northern boundary to the Potomac River, following the Potomac River to the point where it is nearest Route 65, North on Route 65 to the southern border of the City of Hagerstown and the point of beginning.
Lynchburg, Timberlake, Virginia	Confined to that portion of Greater Lynchburg, Virginia that lies south of Old Graves Mill Road and West of U.S. 29.
Northampton, Eastville, Virginia	Confined to a 15 mile radius of Eastville, Virginia.
Ocean View Beach, Norfolk, Virginia	Confined to that portion of the corporate limits of Norfolk, Virginia lying north of Twenty-sixth Street extended.
The Severn, Annapolis, Maryland	Confined to the corporate limits of Annapolis, Maryland and all parts of Anne Arundel County except that part lying south of Mayo Road and all that northern portion of Anne Arundel County lying North of the Magothy River and Benfield Road to Whitney's Landing Road to Herald Harbor to and including Millersville and except that portion of Anne Arundel County bounded on the West by Maryland Highway 2; on the North by Maryland Highways 665 and 387 and Spa Creek; on the East by Chesapeake Bay; and on the Southwest by South River, and except the area lying within a five mile radius of Odenton, and except that portion south of South River and West of Muddy Creek Road, Anne Arundel County.
Thurmont, Maryland	Confined to that part of Frederick County which lies North of a line from border to border of the County lying 7 miles South of Thurmont.
Cayce-West Columbia, South Carolina	Confined to the communities of Gayce, West Columbia, Springfield, South Congaree and Pineridge, South Carolina.
Rockingham, North Carolina	Confined to the city of Rockingham and a 10 mile radius in Richmond County.
Simpsonville, South Carolina	Confined to an area beginning at the intersection of Route 25 and Interstate 85, South on Route 25 to the Laurens County line, Northeast along the Laurens County line to Route 146, Northwest along Route 146 to Interstate 85, Southwest along

<u>Club</u>	<u>Territorial Limits</u>
Simpsonville, South Carolina (Continued)	Interstate 85 to Route 25 and the point of beginning.
Thomasville, North Carolina	Confined to the township of Thomasville, North Carolina.
Old Harbour, Jamaica	Confined to Bridge Pen on the East; Freetown - West.
Santa Cruz, Jamaica	Confined to the boundaries of the parish of St. Elizabeth.
Spaldings, Jamaica	Confined to Spaldings and a five mile radius area.
Sydenham, Oshawa, Ontario	Confined to the City of Oshawa.
West London, Ontario	Confined to West London and Environs.
Astor, Florida	Confined to an area bounded on the East by State Rd. 11; on the South by State Road 42 and Deep Creek on Hiway 17 in Volusia County; on the West by Marion County Line and on the North by Volusia County Line.
Seminole Sunrise, Sanford, Florida	Confined to Seminole County North of State Road 436.
Arlington Heights, Illinois	Confined to corporate limits of Arlington Heights, Illinois.
Bloomington, Illinois	Confined to the corporate limits of the city of Bloomington, Illinois.
Monticello, Illinois	Confined to the corporate limits of Monticello, Illinois.
Brownsburg, Indiana	Confined to Lincoln and Brown Township.
Laurel, Indiana	Confined to Laurel & Metamora Townships.
Mooresville, Indiana	Confined to five mile radius from the center of Mooresville.
Moundridge, Kansas	Confined to U.S.D. 423 Moundridge, Kansas.

<u>Club</u>	<u>Territorial Limits</u>
Wakeeney, Kansas	Confined to Wakeeney Independent School District.
Powell, Tennessee	Confined to Powell, Tenn. Area - Bounded by: West-Weaver Road; East-Dry Gap Pike; North-Racoon Valley Dr.; South-Callahan Drive.
Sparta, Tennessee	Confined to White County, Tennessee.
Gonzales, Louisiana	Confined to Gonzales, Louisiana and a 10 mile radius.
Kalamazoo-Airport, Michigan	Confined to Area immediately surrounding Kalamazoo Airport bounded by- North-I-94, East-Sprinkle Rd., South-Bishop Rd. and West-Portage Rd.
Northville, Michigan	Confined to North - 14 mile Rd; East - Farmington Rd.; South - Ann Arbor Rd.; West - Napier Rd.
Huron, Breakfast, South Dakota	Confined to Immediate Trade Area.
Blue Springs, Missouri	Confined to 10 mile radius of Blue Springs, Missouri.
Pacific, Missouri	Confined to the corporate limits of Pacific, Missouri.
Saint Louis-West Port, Missouri	Confined to Lindbergh Road on East; Olive Blvd. on South; Creve Coeur Mill road on West; Hwy 70 on North to and including Creve Coeur Park.
Springfield, Battlefield, Missouri	Confined to that portion of Springfield, Missouri that lies south of Hwy 60 and east of Hwy 160.
Colstrip, Montana	Confined to the Southern portion of Rosebud County, Montana.
Smelter City, Anaconda, Montana	Confined to the city limits of Anaconda, Montana and the immediate surrounding area.
Huxley, Iowa	Confined to Huxley, Iowa and a 3 mile radius.

<u>Club</u>	<u>Territorial Limits</u>
Milford, Nebraska	Confined to that portion of Seward County bounded on the East, South and West by the Seward County Line Boundary. And on the North by Interstate 80.
Greater Greenville Area, New York	Confined to use of the townships of Rensselaerville & Westerlo in Albany County with the Kiwanis Club of The Helderbergs and the full use of the townships of Durham, Greenville, New Baltimore, Coxsackie, Cairo, Athens and Catskill, in Green County.
Greater Westhampton, New York	Confined to an area bounded on the South by the Atlantic Ocean; on the West by Speonk-Riverhead Road; on the North by Sunrise Highway and on the East by Hampton Bays.
Hastings-on-Hudson, New York	Confined to the village of Hastings-on-Hudson, New York.
New Cassel, Westbury, New York	Confined to an area beginning at the intersection of Old Country Road and School St., North on School St. to Union Ave.; Northeast on Union Ave. and Brush Hollow Road to Cantiague Highway; Southeast on Cantiague Highway to Cantiague Rock Road; South on Cantiague Rock Road to West John St.; West on West John St. to Wantagh Highway; South on Wantagh Highway to Old Country Road; West on Old Country Road to School St.
Madisonville, Ohio	Confined to the Madisonville Area.
Altamont, Klamath Falls, Oregon	Confined to the county lines of Klamath County, Oregon.
Caveman, Grants Pass, Oregon	Confined to the city limits of Grants Pass, Oregon.
Lynden-Breakfast, Washington	Confined to the boundaries of the Lynden School District, Meridian School District and the Nooksack School District, Washington.
Mason County Seniors, Shelton, Washington	Confined to Mason County except that area assigned to the North Mason, Belfair, Washington Club.

<u>Club</u>	<u>Territorial Limits</u>
Smoky Hill Trail, Aurora, Colorado	Confined to Following within Denver, Colo.: North: 6th Ave.; West: Yosemite Ave.; South: County Line Road; East: Buckley Road.
Westminster, Colorado	Confined to corporate limits of the city of Westminster, Colorado.
Roadrunner, Tucson, Arizona	Confined to Pima County.
Texico-El Llano Grande, New Mexico	Confined to Texico School District and Farwell School District.
Arlington, Southwest, Texas	Confined to the city limits of Arlington, Texas, including the city of Pantego which is entirely surrounded by the city of Arlington.
Bellmead, Texas	Confined to Bellmead Northcrest; Lacy Lakeview and Texas State Technical Inst.
Bridge City, Texas	Confined to Bridge City Independent School District.
Dallas/Fort Worth Airport, Texas	Confined to Airport Boundaries of the Dallas/Fort Worth Airport.
Del Rio, Texas	Confined to Del Rio Independent School District.
Honey Grove, Texas	Confined to Honey Grove Independent School District.
Lewisville, Texas	Confined to Greater Lewisville area.
Olney, Texas	Confined to Olney Independent School District.
Santa Fe Area, Texas	Confined to Santa Fe School District.
Sweetwater-Daybreak, Texas	Confined to the corporate limits of Sweetwater, Texas.
Bannock, Pocatello, Idaho	Confined to Pocatello and a five (5) mile radius thereof.
Dunbar-Institute, West Virginia	Confined to the city of Dunbar and that area West of the city to Goff Mountain Road; North to and including the community of Cross Lanes and South to the Kanawha River.

<u>Club</u>	<u>Territorial Limits</u>
Brooks and District, Alberta	Confined to the boundary lines of Newell County, Alberta.
Carberry, Manitoba	Confined to a radius of twenty miles from Carberry, Manitoba.
Gimli and District, Manitoba	Confined to RM Bifrost, RM Gimli, and Armstrong LGD, Villages of Winnipeg Beach, Teulon & Dunnottar.
Blackwood, South Australia, Australia	Confined to the municipal boundaries of the City of Mitcham, South Australia, Australia.
Burnside, South Australia, Australia	Confined to the area of the Municipality of the City of Burnside.
Port Hills, Christchurch, New Zealand	Confined to St. Andrews Hill, Mt. Pleasant, Summer, Lyttleton, bounded by the sea and the Road Tunnel.
Bacolod City, Philippines	Confined to the City of Bacolod, Province of Negros Occidental.
Batangas City, Philippines	Confined to Batangas City, Bauan & Ibaan, Philippines.
Cabanatuan City, Philippines	Confined to Cabanatuan City, Philippines.
Calamba, Philippines	Confined to the boundaries of the municipality of Calamba, Province of Laguna, Philippines.
Daraga, Philippines	Confined to the municipality of Daraga, Province of Albay, Philippines.
Gingoog City, Philippines	Confined to Gingoog City, Philippines.
Ligao, Philippines	Confined to the municipality of Ligao.
Mabalacat, Philippines	Confined to within the municipal limits of the town of Malabacat, Pampanga, Philippines.
Rosario, La Union, Philippines	Confined to the geographical confines of the municipality of Rosario, La Union, Philippines.

<u>Club</u>	<u>Territorial Limits</u>
San Juan, Rizal, Philippines	Confined to municipality of San Juan, Rizal, Philippines.
Tacloban City, Philippines	Confined to the political boundaries of Tacloban City, Philippines.
Tagum, Philippines	Confined to the municipality of Tagum, Davao, Philippines.

e. Change of names of Kiwanis clubs:

From Kiwanis Club of:

Alton, Illinois
Hatboro, Pennsylvania
Oaklawn, Texarkana, Texas
Sandwich East Township, Ontario
South Peterborough, Ontario
Strathmoor, Detroit, Michigan

To Kiwanis Club of:

Alton-Godfrey, Illinois
Hatboro Area, Pennsylvania
Texarkana Evening, Texas
Sandwich East Windsor, Ontario
The Kawarthas (Peterborough), Ontario
Strathmoor-Northwest, Detroit, Michigan

f. Circle K Clubs Completed:

Circle K Clubs

Hillsborough Community College,
Plant City, Florida
Southern Colorado State College,
Pueblo, Colorado
United States Merchant Marine Academy,
Hyde Park, New York
Genesee Community College, Batavia,
New York
Greenville Tech., Greenville,
South Carolina
Texas Wesleyan College, Fort Worth,
Texas
S.U.N.Y. Agricultural & Technical
College, Wellsville, New York
Siena College, Latham, New York
Queen's College of City University
of New York, Whitestone, New York
Howard College, Big Spring, Texas
Greensboro College, Greensboro,
North Carolina

Kiwanis Sponsor

Plant City, Florida
Steel City, Pueblo, Colorado
New Hyde Park, New York
Batavia, New York
Greenville, South Carolina
East Fort Worth, Texas
Hornell & Wellsville, New York
Latham, New York
Whitestone, New York
Big Spring, Texas
Greensboro, North Carolina

g. Key Clubs Completed:

Key Clubs

Sir Winston Churchill High School
El Dorado High School
Newton North High School
Kingsburg High School

Kiwanis Sponsor

Metro-Thunder Bay, Ontario
Uptown Las Vegas, Nevada
Newton, Massachusetts
Kingsburg, California

g. Key Clubs Completed (Continued)

Key Clubs

Gateway High School
Cubberley High School

St. Anne's High School
Iona High School
Nampa Christian High School
Polson High School
Dracut High School
Edison High School
Reitz Memorial High School
Douglas MacArthur High School
Duncanville High School
Fauquier High School
Homer Hanna High School
Briarwood High School
Buffalo Grove High School
Academy of St. James

Kiwanis Sponsor

Centennial Aurora, Colorado
The Peninsula, Palo Alto,
California
Fort Montagu, Nassau, Bahamas
Ocho Rios, Jamaica
Nampa, Idaho
Polson, Montana
Dracut, Massachusetts
Huntington Beach, California
Evansville-Green River, Indiana
Lawton, Sheridan, Oklahoma
Duncanville, Texas
Warrenton, Virginia
Brownsville, Texas
Palatka, Florida
Wheeling Township, Illinois
Southeast Area, Chicago, Illinois

h. Club Incorporations Completed:

Air Academy, Colorado
Alma, Quebec
Billings West, Montana
Blue Spruce, Evergreen, Colorado
Cedar Grove, Wisconsin
Central Orlando, Florida
Clemson, South Carolina
College Park, Florida
Crestline, Ohio
DeFuniak Springs, Florida
DeRidder, Louisiana
Drummondville, Quebec
Gladewater, Texas
Good Morning, Montgomery, Alabama
Greater San Bernardino, California
Horseshoe Bend, Arkansas
The Jewel City, La Jolla, California

Les Bois, Boise, Idaho
Lone Star, Texas
Ludington, Michigan
Meadford, Ontario
Milwaukee, Midtown, Wisconsin
Mitchell-Grissom, Indiana
Mount Prospect, Illinois
North Brunswick, New Jersey
North Shreveport, Louisiana
Olney, Maryland
Port Chester, New York
Port City, Vicksburg, Mississippi
St. Eustache, Quebec
Suburban Bethlehem, Pennsylvania
Texarkana Evening, Texas
Vero-Treasure Coast, Florida
Westosha, Salem, Wisconsin

i. Change in Territorial Limits of District:

The Counties of Culbertson, Hudspeth, Presidio and Jeff Davis in the State of ~~New Mexico~~ ^{TEXAS} are transferred from the Southwest District to the Texas-Oklahoma District.

j. Transfer of Club for Administrative Purposes:

The Kiwanis Club of Dawson Creek, British Columbia is attached to the Western Canada District for administrative purposes.