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SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

October 1-4 and 7, 1975

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SUMMARY OF MINUTES

MEETING OF KIWANIS INTERNATIONAL SUBSIDIARY INCORPORATED

October 5, 1975

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SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

October 1-4 and 7, 1975

A meeting of the International Board of Trustees was held at the General Office in Chicago, October 1-4, 1975, and at the Ambassador East Hotel, Chicago, on October 7, 1975. Those present: Ted R. Osborn, President; Stanley E. Schneider, President-elect, Roy W. Davis, Immediate Past President; Mark A. Smith, Jr. and Hilmar L. Solberg, Vice-Presidents; Maurice Gladman, Treasurer; Paul Chandler, Jack P. Delf, Merald T. Enstad, Dwight F. Gallivan, Stephen H. Hart, Jr., Ralph C. Keyes, E. B. "Mac" McKitrick, Carl F. Miller, Drew M. Petersen, M.D., John T. Roberts, 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.

2. Message of the President-elect

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

3. Report of the Secretaries

Report of the Secretaries is attached as Exhibit #3.

Recommendation 1. That Richard S. Rowe be approved as a full time Field Service Representative for Kiwanis International, effective September 1, 1975.

Voted that this recommendation be adopted.

Report received.

4. Approval of Summaries of Minutes of Board Meetings, Held in Atlanta, Georgia, June 19, 20 and 26, 1975

Voted, that the minutes of the Board Meetings of June 19, 20, and 26, 1975, be approved.

5. Approval of Minutes of Executive Committee Conference Call, July 31, 1975, and Approved by Board by Mail Ballot

Voted, that the minutes of the Executive Committee Conference Call of July 31, 1975, be approved.

6. Approval of General Office Administrative Action

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

Elimination of membership of not-meeting clubs from active membership files
Organization of new clubs
Change of name of Kiwanis clubs
Club incorporation completed
Circle K Clubs completed
Key Clubs completed

7. Delegation of Authority to 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.

8. 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 encumbency being attached to the second resolution:

a. That the Trustees of the Pension Trust Plan be Ted R. Osborn, President of Kiwanis International; Maurice Gladman, Treasurer of Kiwanis International; and R. P. Merridew, Secretary of Kiwanis International.

b. That the Trustees of the Pension Trust Plan be the President of Kiwanis International, the Treasurer of Kiwanis International, and the Secretary of Kiwanis International.

9. Reports of Board Committees

Administration and Structure

Chairman Merald T. Enstad presented the report of the committee. This is attached as Exhibit #4.

Recommendation 1. That the Board approve the principle of establishing an interim plan of one or more annual regional conferences involving key Kiwanis leadership from areas without specified representation, meeting with the International President or his representative.

Voted, that this recommendation be adopted.

Recommendation 2. That the sections on club size in the Honor Club Award program, effective for awards granted for the 1975-1976 administrative year, be as follows:

Coral section - 25 members or less
Emerald section - 26 - 45 members
Diamond section - 46 members and over

Voted, that this recommendation be adopted.

Report received.

Circle K

Report of the committee is attached as Exhibit #5. It was presented by Chairman Douglas Wasson.

Recommendation 1. That the resolution concerning non-denominational prayers passed by the House of Delegates at the Circle K International Convention be referred to the International Committee on Support of Spiritual Aims for its study and possible development of guidelines which can be used by the K Family.

Voted, that this recommendation be adopted and so referred to the Committee on Support of Spiritual Aims.

Recommendation 2. That Article III, Section 5 of the Constitution of Circle K International be changed by adding the following: "Active membership in said club shall extend over the administrative year. Should an International or district officer transfer to an institution where a Circle K Club does not exist, said officer will be allowed a 60-day period to establish himself as a member of a Circle K Club. At the expiration of the allowed time, said membership not having been established, such officer's membership shall terminate and the office held be declared vacant."

Voted, that this recommendation be adopted.

Recommendation 3. That the action of the Circle K International Board of Officers revoking charters as listed in Exhibit C attached to the report, be approved.

Voted, that this recommendation be adopted.

Recommendation 4. That the Radisson Muehlebach Hotel, Kansas City, Missouri, be approved as the site for the Circle K International Convention, August 14-17, 1977.

Voted, that this recommendation be adopted.

Recommendation 5. That the following changes in Board Policy be approved and referred to the Board Committee on Laws and Policies for inclusion:

F. With the exception of the assigned Circle K District Convention, no officer will make a visit into another district for the purpose of attending any Circle K function unless such visit is approved in writing by the Kiwanis District Governor.

G. The written approval shall detail the financial arrangements for the district.

Voted, that this recommendation be adopted.

Recommendation 6. That the dates of January 2-4, 1976, be approved for the meeting of the Circle K International Board of Officers for its mid-winter Board Meeting.

Voted, that this recommendation be adopted.

Report received.

Convention

Chairman Maurice Gladman presented the report of the committee. It is attached as Exhibit #6.

Recommendation 1. After a detailed discussion at the July San Diego Planning Conference, as well as at this meeting, the committee recommends the following:

a. Move Show Time back to Sunday afternoon, 2:30 to 5:30 P.M.

b. Monday night to be a free night, allowing districts to choose either Monday or Tuesday night as district dinner night.

c. A night at Sea World will be available to attendees on either Monday or Tuesday night depending upon when their district dinners are scheduled.

d. The greetings from the European Federation to be moved from Monday to Sunday night.

e. The Presentation of the Flags of the Kiwanis Nations to be immediately before the President's speech.

f. Wednesday afternoon to become a free afternoon, allowing the General Sessions to open at 9:30 A.M. There will be a Prayer Breakfast sponsored by the San Diego Kiwanis Club scheduled for 7:30 A.M. Wednesday morning.

g. The 14th anniversary of the Tijuana Club to be recognized in the convention program, since this was the first club in overseas extension.

Voted, that this recommendation be adopted.

Recommendation 2. That any clubs in the host area that register 100% prior to May 1 will be allowed to register any member's entire family for the $35.00 registration fee.

Voted, that this recommendation be adopted.

Recommendation 3. That all requests for refunds be honored with a $10.00 service charge to be applied on cancellations after May 15.

Voted, that this recommendation be adopted.

Recommendation 4. Contingent upon receipt of the agreement and the willingness of the host Kiwanians to adhere to policies set forth for operation of a convention, that Toronto be the site of the 1979 convention.

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 Stanley E. Schneider.

Recommendation 1. That the action taken by the Key Club Board to revoke the charters as listed in Exhibit C attached to the report be approved.

Voted, that this recommendation be adopted.

Recommendation 2. That the action taken by the House of Delegates to amend the Constitution and Bylaws as listed in Exhibit D attached to the report be approved.

Voted, that this recommendation be adopted.

Recommendation 3. That the dates of October 25-27, 1975, and February 27-29, 1976, be approved for the meetings of the Key Club International Board at the General Office.

Voted, that this recommendation be adopted.

Recommendation 4. That the paragraphs as indicated in Exhibit E attached to the report be inserted immediately following Article VI, Section 1 of the Constitution of Key Club International and Article II, Section 1 of the Bylaws of Key Club International.

Voted, that this recommendation be adopted in principle and referred to the Committee on Laws and Policies for review and implementation.

Recommendation 5. That the following addition be made to the Policies in regard to the functioning of Key Clubs: "It is understood that the authority resides in Kiwanis International to make necessary adjustments to the Key Club International Constitution and Bylaws and that the Kiwanis International Board, on having made these changes, will so inform the Key Club International Board of the changes they have made."

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

Recommendation 6. That the General Office be authorized to receive, screen, and forward to the appropriate District Board the requests for action in regards to adding girls to Key Club membership in line with current policies.

Voted, that this recommendation be adopted.

Report received.

Laws and Policies

Chairman Hilmar L. Solberg presented the report of the committee. This is attached as Exhibit #8.

Recommendation 1. That paragraph 6b on page A9 of the Policies be revised to read: "For the purpose of clarifying the intent of its official policy, the Board of Trustees makes the following interpretation concerning the provisions of Article IV, Section 2, of the International Bylaws re the use of lotteries, raffles, drawings, or other games of chance for the guidance of clubs located in those districts whose district policies or bylaw provisions prohibit the use of such activities by clubs: Such prohibition

is intended to cover all such activities wherein funds are sought to be procured or raised from the public and is not intended to cover drawings held at a meeting of a Kiwanis club and confined primarily to the membership, the principle purpose of which is to encourage attendance and/or fellowship."

Voted, that this recommendation be adopted.

Recommendation 2. That paragraph 6c on page A9 of the Policies be revised as follows:

c. The provision of Section 2, Article IV, which reads: "Nothing contained herein shall permit any chartered Kiwanis club by its activities to impugn the good name of Kiwanis..." is interpreted to cover activities both within and without the meetings of the club.

Voted, that this recommendation be adopted.

Recommendation 3. That paragraph 6d on page A9 be eliminated and that paragraph 6f (1) on page A10 be reworded as follows: "All solicitations for funds by a Kiwanis club shall be confined to the general area in which the club functions except by mutual understanding and agreement of clubs in the division or district for a common purpose. Should controversy arise between clubs over solicitation of funds or the promotion of fund-raising projects, in such controversies every effort should be expended by all parties concerned to amicably resolve the differences.

Voted, that this recommendation be adopted.

Recommendation 4. That paragraph 6e on pages A9 and A10 of the Policies be deleted.

Voted, that this recommendation be adopted.

Recommendation 5. That current paragraph 9 beginning on page C4 be revised to simply read as follows:

9. Pursuant to action taken by the delegate body at the convention held June 25, 1975, at Atlanta, Georgia, club territorial limits no longer exist.

Voted, that this recommendation be adopted.

Recommendation 6. That paragraph A4 on page C25 of the Policies be amended to read as follows:

4. Amendments to the Key Club International Constitution and Bylaws

   a. All amendments to the Key Club International Constitution or Bylaws are to be reviewed by the Board Committee on Laws and Policies of Kiwanis International prior to the submission to a Key Club International Convention.

   b. It is understood that the authority is vested in the Board of Trustees of Kiwanis International to make necessary adjustments to the Key Club International Constitution and Bylaws and that

said Board, on having made these changes, will so inform the Key Club International Board of the changes so made.

Voted, that this recommendation be adopted.

The Laws and Policies Committee was asked to again consider at its February meeting subparagraph "a."

Recommendation 7. That paragraph IV on page C29 of the Policies be deleted and the following inserted in its place: "A. The Constitution and Bylaws of Circle K International shall be amended only by the Board of Trustees of Kiwanis International. B. Any resolution adopted by Circle K International shall become effective only when approved by the Board of Trustees of Kiwanis International."

Voted, that this recommendation be adopted.

Recommendation 8. That the amendments to the Constitution and Bylaws of the European Federation as contained in Exhibit A, attached to this report, be approved.

Voted, that this recommendation be adopted.

Recommendation 9. That the proposed amendment, contained in Exhibit B of the committee report, as submitted by the New England District concerning the method of selection of a District Secretary be approved as adopted by the delegate body at the 1975 New England District Convention.

Voted, that this recommendation be adopted.

Recommendation 10. That Article VI, Section 1 of the Constitution of Key Club International and Article II, Section 1 of the Bylaws of Key Club International be amended to read as follows: "This provision applies to the membership of all Key Clubs except in certain states or provinces or within certain local school jurisdictions wherein co-educational membership is required and when in accordance with policies and procedures established by Kiwanis International."

Voted, that this recommendation be adopted.

The Laws and Policies Committee was asked to review the policies relating to laws, mores, and customs.

Report received.

Leadership and Council

The report of the committee is attached as Exhibit #9. It was presented by Chairman Ernest Sturch, Jr.

Recommendation 1. That the February Conference for 1975-76 Governors-elect open with a breakfast on Wednesday, February 4, and be adjourned at 2:30 P.M. on Thursday, February 5.

Voted, that this recommendation be adopted.

Recommendation 2. That, assuming 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 two districts in the summer of 1976.

Voted, that this recommendation be adopted.

Report received.

Membership Growth and Education

Chairman Jack P. Delf presented the report of the committee. This is attached as Exhibit #10.

Recommendation 1. That pilot programs that utilize the talents of a Field Service Representative in one district and a Growth Coordinator in another district for the purpose of training in membership growth and education as it relates to club officers be authorized; that $2,500 be provided to be used as expense monies for the trained volunteer Growth Coordinator.

Voted, that this recommendation be adopted.

Referred to Finance Committee.

Recommendation 2. That an International President's Award be approved to be given to each Kiwanian who sponsors one (1) new member from July 1, 1976, to September 30, 1976, and that $5,000 be provided for this purpose.

Voted, that this recommendation be adopted, and referred to the Finance Committee, the award to be worked out by staff and committee as soon as possible.

Recommendation 3. That the next visual aid to be produced for the KET series be for membership growth and education.

Voted, that this recommendation be adopted.

Report received.

New Club Building

Chairman Mark A. Smith, Jr. presented the report of the committee. This is attached as Exhibit #11.

Recommendation 1. That the charters of the forty-one clubs, listed in the report of the committee, be revoked.

Voted, that this recommendation be adopted.

Recommendation 2. That a trophy be presented to the builders of new Kiwanis clubs based on the criteria suggested by the Chairmen of the International Committee on New Club Building Worldwide East and Worldwide West.

Voted, that this recommendation be adopted.

Recommendation 3. That the Laurel, Montana, club be officially listed as "not meeting" and that the club be notified of this action and that the matter will be again reviewed at the Mid-Winter meeting of the Board.

Voted, that this recommendation be adopted.

Recommendation 4. That the sponsoring club may cover the $100 charter fee of a "Golden K" type Kiwanis club, as an approved community service project, from its activity account. Any additional amounts paid to assist in the administration of the club should come from the Administrative Funds of the sponsoring club.

Voted, that this recommendation be adopted.

Report received.

Overseas Extension

Chairman Roy W. Davis presented the report of the committee. This is attached as Exhibit #12.

Recommendation 1. That representation by the President, President-elect, International Treasurer, or Vice-Presidents be provided to all non-federated district conventions outside of the United States and Canada and to any Asia-Pacific Conference. If in any instance the attendance of a staff person would be appropriate, such appointment would be considered in addition to those mentioned above.

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

Recommendation 2. That the Board and Staff work out the details for an Asia-Pacific Conference to be held in Singapore during the current administrative year and that this next conference be used for the basis for future study.

Voted, that this recommendation be adopted.

Recommendation 3. That the reappointment of Mr. Nobutaka Shikanai, Japan; Mr. Suk Chai Choe, Korea; Mr. Malcolm Walters O'Neill, Puerto Rico; General Shao-yu Chiang, Republic of China, as Presidents of their respective Council be recommended.

Voted, that this recommendation be adopted.

Recommendation 4. That Secretary R. P. Merridew, accompanied by his wife Doris, attend the Board and Council Meeting of the European Federation in October, 1975.

Voted, that this recommendation be adopted.

Report received.

Program Development

Chairman Stephen H. Hart, Jr. presented the report of the committee. This is attached as Exhibit #13.

Recommendation 1. The approval of the two basic Keywanettes Club materials for mailing upon request of individual Kiwanis clubs.

Voted, that this recommendation be adopted.

Recommendation 2. That the International Board approve the general concept of Respect for Life and Property as the subject area for the 1976-77 Major Emphasis Program, and that the Program Planning Conference in January include a discussion of implementation of this topic as well as formulation of recommendations to the February Meeting of the Board of Trustees concerning areas of research for possible Major Emphasis.

Voted, that this recommendation be adopted.

Recommendation 3. That each governor-elect and lieutenant governor-designate be provided, without charge, a set of slides, a cassette, and a script incorporating the President-elect's announcement at San Diego of the 1976-77 Theme, Objectives, and Major Emphasis Programs, the total cost not to exceed $3,000.

Voted, that this recommendation be adopted.

Report received.

Property and Supplies

The report of the committee was presented by Chairman Carl F. Miller. It is attached as Exhibit #14.

Report received.

Publications and Advertising

The report of the committee is attached as Exhibit #15. It was presented by Chairman Paul Chandler.

Report received.

Public Relations

The report of the committee is attached as Exhibit #16. It was presented by Chairman E. B. McKitrick.

Recommendation 1. That a Medal for Valor be given by the Wisconsin-Upper Michigan District to Donna Fahrney, subject to the approval of the District Governor.

Voted, that this recommendation be adopted.

Recommendation 2. That a Medal for Valor be given by the Montana District to Dana M. Woolston, subject to the approval of the District Governor.

Voted, that this recommendation be adopted.

Recommendation 3. That the tenth anniversary of the establishment of the Connelly Medal program (1976) be marked by a story in The Kiwanis Magazine on some or all of the Connelly Medal winners honored during that period.

Voted, that this recommendation be adopted.

Recommendation 4. That the project of a Bicentennial medallion be referred to the Property and Supplies Committee.

Voted, that this recommendation be adopted.

Recommendation 5. The committee recommends in principle the production of a new Kiwanis history, and that this matter be referred to the Property and Supplies Committee with the strong recommendation that it, too, give favorable consideration to the project.

Voted, that this recommendation be adopted and referred to Property and Supplies Committee.

The Public Relations Committee was asked to give further consideration to this history and submit its report at the February Board Meeting.

Report received.

10. Report of Treasurer

The Report of the Treasurer is attached as Exhibit #17. It was presented by Treasurer Maurice Gladman.

Report accepted.

11. Report of Finance Committee

Chairman Ralph C. Keyes presented the report of the Finance Committee. It is attached as Exhibit #18.

Recommendation 1. The committee recommends the write-off of the advertising accounts listed in the report of the committee totaling $2,684.05.

Voted, that this recommendation be adopted.

Recommendation 2. That the Life Member quota for the 1975-76 administrative year be 2,040. The exhibit attached to the report is guideline only, detailed allocations to be handled administratively by staff.

Voted, that this recommendation be adopted.

Recommendation 3. That recommendation 4 of the Board Committee on Finance, adopted in February, 1975, be rescinded effective immediately and that

the staff be empowered to advise the Philippine District and Korea that they may make International dues remittances through the District or Council office to Kiwanis International; that the staff propose a set of rules for the collection of dues for those clubs in other overseas extension areas where monetary controls create a problem.

Voted, that this recommendation be adopted.

Report received.

12. Next Meeting of Board of Trustees

The next meeting of the Board of Trustees is scheduled for January 31-February 4, 1976.

13. Report of Past Presidents Committee

Chairman Lorin J. Badskey met with the Board on Tuesday, October 7, and presented the report of the Past Presidents Committee. This is attached as Exhibit #19.

Report received.

14. Other Business

Life Member Presentation

Life member certificates were presented, #17 to Trustee Jack Delf and #18 to Trustee Carl Miller.

Joint Meeting with Past Presidents

The Board and Past International Presidents met jointly. There was discussion as to the role of the District Governor-elect; reference was made to a survey in regard to conventions outside of the North American continent; and the matter of Federations was discussed.

Adjournment.

MEETING OF KIWANIS INTERNATIONAL SUBSIDIARY, INC.

October 5, 1975

A meeting of Kiwanis International Subsidiary, Inc. was held at the General Office in Chicago, October 5, 1975. Those present: Ted R. Osborn, President; Stanley E. Schneider, President-elect; Roy W. Davis, Immediate Past President; Mark A. Smith, Jr. and Hilmar L. Solberg, Vice-Presidents; Maurice Gladman, Treasurer; Paul Chandler, Jack P. Delf, Merald T. Enstad, Dwight F. Gallivan, Stephen H. Hart, Jr., Ralph C. Keyes, E. B. "Mac" McKitrick, Carl F. Miller, Drew M. Peterson, M.D., John T. Roberts, 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 Auditors for the Corporation

   Voted, that Seidman & Seidman shall be appointed as auditors 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

October 1, 1975

It is a pleasure to welcome each of you to this first meeting of the 1975-76 Board of Trustees of Kiwanis International. The year just completed has been one of remarkable progress and great achievement, due mainly to the inspiring and dedicated leadership of Roy Davis. Roy's contributions to Kiwanis during 1974-75 served to inspire thousands of Kiwanians at all leadership levels to show they cared by becoming even more deeply involved in service projects revolving around our Major Emphasis Programs. I have personally benefited from Roy's counsel and cooperation, and I am appreciative for the magnificent assistance he has given me as I worked to develop plans for the 1975-76 year. I also express my thanks to each of you for your support, and I call on you for even more intensified efforts on your part so that our organization can continue to grow and, therefore, be able to serve even more during the coming year.

We are pleased to welcome the three new members to our body, Dwight Gallivan, Drew Petersen and John Roberts. You gentlemen bring a wealth of experience and dedication to the Board, and we urge you to participate freely in the deliberations of the Board. You are here because the delegates felt you would make a contribution to the Board, and we invite you to share your views on the many matters which will be deliberated. We are happy to have you join the closeness of Board membership. We are sad, too, that three good men are now leaving our Board, Jim Brooks, Ben Hagler and Bill Eagles. Over the years, they have proved their worth to Kiwanis and, being the type of men they are, will continue to do so in the future. We express sadness at their leaving but happiness because they served so well during their terms on the Board.

Through the cooperation of President Roy during the past year, I have been able to devote a great deal of my time to planning for this year which will be ours. Roy, Reg and Larry have assisted me in a splendid manner, and I recognize the excellence of that assistance at this time. Kiwanis International is fortunate to have Reg, Larry, and our outstanding staff of truly professional people who give generously of their time and efforts so that every club in our great organization can provide more service in the communities they represent. Their contributions to the Board are invaluable.

MAJOR EMPHASIS PROGRAMS

In his message on this date last year, President Roy said, "Our Major Emphasis Program is an exciting one." For the first time in the history of Major Emphasis programming, we are repeating a Major Emphasis Program, so I can safely say that our Major Emphasis Program this year is even more exciting than the one last year. It is more exciting because of the tremendous advances made during the past year....advances which captured reams of publicity and favorable press comments about The Younger Years - Greater Years program. Kiwanians in a leadership position in 1974-75 can take special pride in the Major Emphasis Program, especially in the area of learning disabilities. The fact that the Major Emphasis Program is being continued for another year indicates its importance and further indicates the necessity of our increased attention and involvement. I trust that each of you will counsel your districts so that more and more Kiwanis clubs will participate in projects outlined as part of the Major Emphasis Program.

WORLDWIDE STRUCTURE We have made good progress in implementing provisions of the Administrative Resolution as passed in Denver by an overwhelming majority. We moved a big step forward in Atlanta where the delegates approved restructuring to the extent that the European Federation would be represented by a Board member, effective October 1, 1976. We need to concern ourselves with the proposals which will be submitted to the delegates at the San Diego Convention next June. The Denver Administrative Resolution serves as a mandate to us and we must give it high priority. The Administration and Structure Committee will concern itself with this and other related matters during this meeting, as well as during the February and April meetings of the Board.

SPONSORED YOUTH As chairman of the Board Committee on Key Club, I was privileged to attend the Key Club International Convention in New Orleans. It was an excellent convention. Key Club Administrator Gary McCord and his staff deserve special commendation for their work in planning and presenting this fine convention. The sessions were well attended, and it was inspiring to me to observe the seriousness of the young men as they conducted the business of Key Club International. President Fess St. John provided exceptionally fine leadership during his year, and his closing address to the delegates was a truly emotional experience. The newly-elected officers of Key Club International, especially President Charles Meagher, show every sign of continuing the dynamic leadership which has become a tradition with Key Club International.

Because of the action of our Board in permitting, in special situations, female members in Key Clubs, there has been a great deal of comment by Key Clubbers and Kiwanians as well. While many of the comments which have come to my attention have been in opposition to female membership, it is important that we remember that those making the comments have not had the benefit of all the information which we had in our possession at the time the decision was made. I feel there was no other logical alternative to the action we took. This feeling was shared by all members of the Key Club International Board. The action taken calls for us to give special attention to problems which might arise, and I am asking the Board Committee on Key Clubs, under the chairmanship of President-elect Stan Schneider, to immediately institute a study on the ramifications of female membership in Key Clubs and to prepare a comprehensive report to be submitted to this Board during the February, 1976 meeting of the Board of Trustees of Kiwanis International. However, guidelines for district consideration should be developed and presented at this Board meeting.

As President-designate, I had the privilege of attending the Circle K International Convention in Toronto, Ontario. It was another outstanding convention and I compliment Don Hoss, Administrator of Circle K International. The convention was one of the largest ever held for that college service organization, and I feel that those in attendance had a most worthwhile experience. Trustees Doug Wasson and Steve Hart represented the Board in a most effective manner. I believe that this year will be a banner year for Circle K.

I ask that each member of this Board work closely with the governors of the districts which he counsels in an effort to have more emphasis given to building new Key Clubs and new Circle K clubs. The commitment which I made to the delegates at Atlanta to the effect that our sponsored youth organizations would have number one priority during 1975-76, resulted in a visible display of concurrence by club leaders in the audience. We can refer to this in our contacts with district and club leaders as we encourage them to make Circle K and Key Clubs number one on their list of priorities, too.

BUILDERS CLUBS

Even though the Builders Club program has received considerable promotional effort, I am still concerned that the club leaders do not fully understand the program. I suggest each Board member take with him from Chicago a supply of Builders Club brochures and that he thoroughly familiarize himself with the Builders Club program so he will be in a position to encourage activity in this new field of service endeavor. From my personal conversations with several junior high school principals, I noted that every principal wanted a Builders Club in his school, but the main problem, they stated, is the difficulty in securing a faculty sponsor for the club. It would be advisable for us to point out this possible difficulty to those who express an interest in organizing a Builders Club. I see a potential for 1,000 Builders clubs in 1975-76.

LATIN AMERICAN ASSIGNMENT

Upon assignment by President Roy, I had the honor of presenting the charter to the Kiwanis Club of Ponce, Puerto Rico, and representing the International Board at the first Andean District Convention in Bucaramanga, Colombia. Between these two events, I visited the Port-of-Spain, Trinidad club, the Georgetown, Guyana club, participated in a pre-organizational meeting of the Caracas, Venezuela club, and met with the Bogota, Colombia and Quito, Ecuador clubs. This proved to be a valuable experience for me and served to confirm my belief that Kiwanis clubs are serving a real need in this area of the world.

COUNCIL

Thanks to the work of the Board Committee on Leadership and Council, this should be another outstanding event. Under the leadership of Chairman Ernie Sturch, and with the assistance of Associate Secretary Larry, the committee has planned what will be, I think, an unforgettable experience for those in attendance. We will once again concern ourselves with Motivation, Communication and Problem Solving. Please be enthusiastic in your participation and in the handling of your assignments. Council is the most impressionable event in Kiwanis. It is important that everyone benefit from the inspiration, education and fellowship of Council. Our goal should be to make each governor feel that he is the most important man here.... because he is.

The administrative year of 1975-76 offers us the opportunity to touch the lives of thousands of individuals through the programs of Kiwanis International. Our leadership, our dedication and our personal involvement can help to bring this about. Kiwanis can do more than it has ever done before, in 1975-76. I call on you here and Kiwanians everywhere to meet the challenge of our theme, "Touch A Life."

TED R. OSBORN, President

MESSAGE OF THE PRESIDENT-ELECT

TO THE

INTERNATIONAL BOARD OF TRUSTEES

October 1, 1975

The 1974-75 Kiwanis Administrative Year, just completed, will certainly be recorded as one of the finest in Kiwanis service. I want to commend and thank Immediate Past President Roy W. Davis, as his year closes, for the outstanding results Kiwanis has enjoyed under his enthusiastic leadership.

Even as we begin a new Kiwanis year one can sense the excitement of more worthwhile accomplishments to come. As President-elect, I consider myself most fortunate to be serving with all members of the 1975-76 Board of Trustees of Kiwanis International. Being privileged to serve with Ted R. Osborn as President especially gives me much pleasure. We can anticipate another really great year for Kiwanis under Ted's talented leadership.

In the year ahead it obviously becomes my responsibility to function simultaneously in two roles. First, and of primary importance, will be the privilege of aiding President Ted in every way possible in lifting our organization to even higher plateaus of service. I pledge to President Ted my total efforts toward that goal.

Secondly, it shall be my responsibility to develop at a very early date plans to insure continued success during the 1976-77 Kiwanis year, these plans to be built upon the foundation we now enjoy. This I also promise to accomplish on schedule.

I am grateful to each of you for the recommendations you have submitted relative to future International committee appointments. You are assured that every effort shall be expended in putting together the very best team possible for 1976-77. A total list of committee appointments shall be presented for your approval at the February Board Meeting.

The days ahead are challenging but we are reminded that Kiwanis was built upon and has prospered on challenges. Just as those preceding us have conquered their challenges, so shall we conquer ours if we will but "Touch A Life" in all that we do during the 1975-76 Kiwanis Year.

Respectfully submitted,

STANLEY E. SCHNEIDER
President-elect

REPORT OF THE SECRETARIES

TO THE

INTERNATIONAL BOARD OF TRUSTEES

October 1, 1975

The 1974-75 administrative year ended at midnight last night after providng us with new levels of achievement in a great many areas. President Roy and this Board produced a Kiwanis year which broke all records in total membership, new clubs built, paid registrations at the International Convention and total contributions to the Kiwanis International Foundation's Annual Voluntary Birthday Gift Fund. Tremendous strides were taken toward the achievement of re-structuring of the Board itself to the end that a European Kiwanian will be elected to this Board at the Kiwanis International Convention in San Diego. It was truly a historical year and it will be our privilege to comment upon it in more detail in this report.

Now we have begun a new Kiwanis year and we are confident that, with the leadership of President Ted and the continued cooperation of the members of this Board, it will bring us to even greater heights in 1975-76.

We anticipate that all but two of our Past International Presidents will be in attendance at Council. We regret that ill health makes it impossible for Don and Lucille Engdahl to be with us and that Joe Tally's schedule continues to prevent his being at Council.

1975 COUNCIL — Chairman Ernest Sturch and the Board Committee on Leadership and Council have completed the arrangements for this upcoming session with the full cooperation of all members of the Board and Staff. As was the case at the 1974 Council, the major emphases will be motivation, communication and problem solving. Certainly the governors will be encouraged to participate. They have been forwarded a capsule Council program in order that they may be prepared; they have been asked to submit ideas that they would like to have discussed at the problem solving sessions; and, all in all, the Council is designed to send the governors away with a feeling that success can be theirs during 1975-76, and each has the tools to fully handle his assignment.

Outstanding individuals have been chosen as the speakers for the general sessions and the ladies, of course, again have been invited. Special arrangements have been made for a separate ladies' luncheon to be held on Monday noon. Just prior to the luncheon, buses will bring the ladies to the General Office for those who would like to visit. Some may prefer to do shopping before proceeding directly to the luncheon. Following the luncheon, for those who desire it, there will be a tour of the City of Chicago; others may shop or return directly to the Hotels Ambassador.

DISTRICT CONVENTIONS — Final reports from district secretaries will reveal, we are certain, that the 1975 district conventions were highly successful. The reports from International Representatives have certainly indicated that each district convention proved to be a worthwhile experience for those in attendance.

With minor exceptions, educational conferences for incoming officers and committee

chairmen were held and there were also an increasing number of successful workshops related to the entire growth picture.

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

MEMBERSHIP

The certified membership on October 1, 1974 was 269,753. The certified membership as of March 31, 1975 was 273,017. The increase was 3,264 for a 1.21% growth factor during the first six months of this administrative year. The APS trend membership figure for August 31, 1975 was 278,068; this included 6,450 members in the European Federation. Comparisons with the certified figure as of March 31, indicate a trend membership gain of 5,051 for the five-month period ending August 31, 1975.

There are some interesting comparisons which can be made, if we look at the August 31 APS trend membership figures for the period 1970 through 1975. On August 31, 1970, the trend membership figure was 266,408. This figure remained fairly stable through August, 1971, and August, 1972. August 31, 1973, we had a trend membership figure of 271,819; August 31, 1974, 275,108; and August 31, 1975, 278,068. These figures reflect - as do the certified figures the influence of the 30% add program. Where the program has been accepted and promoted fully, growth is evident; where there is a reluctance to approach the membership picture with a positive 30% add program, we see - generally speaking a lack of growth.

Another very interesting figure is the number of members, exclusive of Europe, included in the semi-annual billing to clubs. For instance, in the 1973-74 billing for dues for the first six months, the figure was 266,327; for 1974-75, 269,531; and this past September, 1975, 271,618.

The number of new member adds for the period from October 1, 1974 through August 31, 1975 was 47,823. We are assured of reaching a figure greater than 50,000 for the administrative year once all information has been processed.

Some very constructive work is planned for the 1975-76 year, including a full implementation of the SAM program which is designed to stimulate and activate members, and thus save members for our clubs while at the same time we have a positive 30% membership growth program increasingly accepted in more and more districts.

The leadership given to the growth program by the International Committee personnel and supported by each Board member, is to be commended. Certainly President Roy can be proud of the results, as can the Board Counselors to the various districts; certainly, the record speaks for itself.

NEW CLUB BUILDING

As we write this report, a new record has been established in New Club Building. 316 new clubs have already been organized, as compared to 293 at the time the report was written last year during the last week in September. At this time, twenty-one districts have equalled or tied their new club building record last year. Texas-Oklahoma District again leads in the new club building program; while the Carolinas, building twenty-three clubs, has established an all-time record; and the Florida District, with sixteen clubs, broke its all-time record which was set in 1948 and tied in 1961.

The European Federation built thirty-four clubs this year, as compared to twenty-six last year; and the Philippine districts built more than twenty clubs again this year. Generally speaking, growth in Overseas Extension, if one is looking at the record beyond the Philippine districts, has not lived up to expectations. The Board Committee on Overseas Extension may well want to consider the various reasons for these concerns.

With the breaking of the new club building record again, it becomes increasingly evident that such an achievement cannot be reached without full cooperation and total dedication of all concerned. The development of leadership Worldwide-east and Worldwide-west certainly has proven highly successful and credit also must go to yeoman service rendered by the Field Service Staff.

Looking forward to the 1975-76 year, it would seem that the potential for new clubs is most encouraging. The opportunity for the organization to again break the record is apparent, but certainly it will take the constant attention of everyone with the keen desire evident in every district.

SPONSORED YOUTH

The International conventions of both Circle K and Key Club were highly successful. Key Club has also completed a most excellent session at Freedoms Foundation at Valley Forge. All the districts were represented this year. Circle K will have its leadership conference in Chicago, October 24-26.

Needless to say, we continue to watch the situation in Key Clubs. The revocation of some 213 charters will be recommended. By contrast, as of this time, 154 new Key Clubs have been organized and approximately 280 clubs are on non-meeting status.

Certainly the Board Committee will give its attention to strong recommendations provided by Staff in the hope to reactivate some of the clubs now currently non-meeting. The Board Committee will also be giving its attention to the ways and means to implement action taken by the Executive Committee and approved by the Board in a mail ballot, having to do with the Key Club organization facing a concern where state statutes or local school board demands require a change in the traditional position on who may be admitted to membership in a local Key Club. Suggestions will also be ready for consideration regarding the handling of district meetings in those areas where changes in membership may have taken place with the full approval of the district board, as required in the provisions established by the International Board action.

Sixty-two Circle K clubs were built this year, which is eight less than were built in the same period period last year; however, the membership is increased to 10,528, while the income from the sponsor fees remains almost constant at $48,895.

BUILDERS CLUBS

Progress continues to be made in the final preparations for launching the Builders Club program. A specially designed brochure has been mailed to all clubs and the organization kit is ready and is being mailed to clubs as interest continues to grow through the work of governors, lieutenant governors and youth service committees at International, district and club levels. A special emphasis will be placed upon the establishment of Builders Clubs as a part of the over-all growth in service to youth by our clubs.

LIFE MEMBER STATUS — Since the creation of Life Member status by action of the delegates in Atlanta, appropriate mementos have been created and the Finance Committee will be considering the question of quotas, in order that these may be announced to district leadership at the time of the forthcoming Council. An appropriate and attractive brochure has been developed in support of the effort to achieve the established quota for the coming year.

STAFF FUNCTION — To relate the ability of the General Office Staff to handling the increasing demand placed upon it, due to continuous growth as well as many other factors, and because of the keen desire to continually increase the efficiency of our operations, a cooperative study was undertaken by the Staff. This has resulted in ways and means by which the total resources of the General Office can be applied to any particular problem or concern with every department in the General Office carrying its fair share of the weight in relation to the functioning of any club or any district - wherever that club or district may be located.

A very fine start has been made in fully implementing the concepts established. The study will be continued during the next three months with special emphasis upon ways and means by which every department can develop established guidelines and approved procedures for handling the relationships with clubs in Overseas Extension. We will also continue to finalize our overall relationships between departments as far as publications, conventions, bylaws, program and all general services to clubs are concerned.

STRUCTURE AND LEADERSHIP EDUCATION — The only realistic approach to structure is in terms of its ability to support the total organization's operation, with special emphasis on its ability to educate its leadership and thus undergird future growth, as well as providing that growth with leadership that is as well trained as possible.

Much progress has been evidenced in recent years, although such may not have been at all times apparent to those who were examining the entire picture of Overseas Extension. In the year just passed, significant progress has been made and the success of the Hong Kong Conference, followed by the participation of the President in the functioning of the established districts of the Philippines - as well as Australia and New Zealand through a visitation to their district conventions - indicates how much can be accomplished. Visitations to various areas of our overseas program during the past several years have continued to indicate not only the need for leadership education, but the effective work which was done by individuals insofar as possible under the circumstances apparent at that time.

Now it seems appropriate to report that we have the possibility of a definite pattern, where not only the time, but the costs involved can be increasingly justified as leadership education is improved and as administration of the various areas is increasingly more functional and where the total internationality of the organization can be and is increasingly enhanced. The Board Committee on Administration and Structure together with the entire Board under the leadership of President Ted, may well give serious consideration to how the pattern which is evolving can accomplish many things, including increased leadership education effectiveness; the feeling on the part of various areas, both structured and unstructured, that they have a part in the functioning of the total organization; that appropriate steps are in evidence, leading toward the time when plans for even more in-depth participation in the functioning of the international organization can be worked out.

SAN DIEGO CONVENTION

The Pre-Convention Planning Conference, which has normally been held in late November or early December, was held much earlier this year on a trial basis. It began in San Diego on July 25 and concluded on July 27 with a luncheon for Host Convention Committee Chairman Henry Boney and Jessie, their committee chairmen, and the San Diego area club presidents and their ladies. The high degree of enthusiasm for next year's convention is evidenced by the fact that, although the convention was almost a full year away, three 100% registration clubs were announced at the luncheon. Board Committee Chairman Maury Gladman and the members of his Convention Committee toured all facilities in San Diego and all agreed that they are ideally suited to our use.

BICENTENNIAL OF THE AMERICAN REVOLUTION

Observance of the Bicentennial is scheduled to begin today, especially in the United States. All U. S. districts were asked to schedule Bicentennial seminars, forums, clinics or workshops during their 1975 conventions and reports indicate that a number of them did so. Four Newsletters will be issued during this administrative year. These will be supplemented in the BKO. The September issue of The Kiwanis Magazine presented our opening special for the Bicentennial, entitled "Quest For The American Dream."

"Sounds of Glory," our five-minute radio program series, has been announced to all U.S. clubs and to date we have responded to specific requests for 150 audition cassettes. As the new boards of directors begin their deliberations at the club level we are receiving our first firm orders for this patriotic series. As of this report we have nine stations ready to begin the series. We are most pleased to receive the good news that "Sounds of Glory" has been awarded the American Legion's Golden Mike Award as the best five-minute patriotic radio program. We have, of course, passed this information on to all clubs and lieutenant governors.

THE KIWANIS MAGAZINE

Our official publication is generating a large volume of complimentary mail, especially with regard to the two most recent issues. It is interesting to note that the most popular general interest article in the past five years was the July/August feature entitled, "Simple Secrets of a Better Lawn." Now the magazine staff is developing a special on the Overseas Extension of Kiwanis, soon to celebrate its 15th anniversary.

We have made a change in our publications area with particular regard to the editing and production of The Keynoter and The Circle K Magazine. We have formerly maintained a separate youth publications editor and department which operated to a large extent on its own. When our youth publications editor resigned a few months ago we brought an additional assistant editor to the staff of The Kiwanis Magazine. This made it possible to assign a different assistant editor to each of the youth magazines and for the capabilities of the entire publications department to be utilized on a regularly scheduled basis in the production of those magazines. This will also provide more editorial assistance for The Kiwanis Magazine when the need arises. We anticipate that this will prove to be a good move for all concerned.

WOMEN IN KIWANIS

The Kiwanis Club of Crosby, North Dakota was reported by its lieutenant governor to have four women who claimed to be members. We sent them an appropriate letter of admonition, stating that they were risking revocation of charter if the women were not removed

from their rolls within thirty days. That action was taken on the thirtieth day and terminated the only such violation of which we are presently aware.

After losing its appeal before the House of Delegates in Atlanta, the former Kiwanis Club of Great Neck has taken the matter to court in New York State. We are represented in that case by an attorney assigned by Lord, Bissel and Brook. There have been two postponements to date -- the first because the plaintiff was not fully prepared because of vacations among concerned individuals. The judge indicated that this was a legitimate reason for postponement. The second postponement was necessitated by the fact that the assigned judge was a Kiwanian who felt that this disqualified him. The new date is Monday, October 6 and we are assured that the assigned judge is not a Kiwanian.

HUGH O'BRIAN SEMINAR — We have been working closely with the Hugh O'Brian Foundation in its planning for next year's Youth Seminar. A letter describing the 1976 Seminar was mailed to all club presidents and an article was written for the BKO indicating how interested Kiwanis clubs could participate in the nomination of high school sophomores to attend. The Kiwanis International Foundation has supported the Hugh O'Brian Seminar by providing printed materials for distribution to high school principals and other essential mailings. This will be the extent of Kiwanis participation except for the possibility of Program Development Manager Terry Shaffer attending one or two of the pre-planning sessions in Washington, D. C.

FINANCE — In the daily operation of the General Office we make all possible use of economies which will help us meet the continually rising costs which face all types of business today. While it is not possible to give a specific bottom-line figure for the administrative year just ended we feel confident that it will show a small excess of income over expense. Our budget for 1975-76 anticipates another small excess of income over expense and, should the inflationary trend continue unabated, we may have considerable difficulty without additional income in the area of finance, this coming year. With the increase in the cost of postage and the continuing high cost of paper we have mounted a determined campaign to cut down on our General Office mailings. All members of the staff have been alerted and are cooperating in this campaign with each and every mailing item being carefully screened and, when approved, placed on a "critical path" chart maintained by administrative services. No mailing will be used where the information can be disseminated through the BKO or The Kiwanis Magazine. A large factor in the success of this effort will be the cooperation of the members of this Board as you conduct your various committee meetings. We trust that you will give this request careful consideration throughout the year whenever the possibility of additional mail loads comes into your deliberations.

INSURANCE — The increase in limits of our legal liability insurance from the former amount of $500,000 to $1,500,000 will be incorporated in new printed folders and policy copies to be sent to clubs early in the new administrative year. It should also be noted that this coverage is now extended to all Kiwanis-related foundations, both club and district.

STAFF — We have long needed an additional full-time field service representative and have now found him in the person of Richard S. Rowe, a past lieutenant governor of the Ohio District. Dick has belonged to clubs in Ohio, Michigan and Illinois and has many friends

throughout those districts. Although we have prior approval of the addition of a field service representative we have waited until the necessary funds were available.

Recommendation #1:

We cordially recommend that Richard S. Rowe be approved as a full-time Field Service Representative for Kiwanis International, effective September 1, 1975.

(adopted)

Respectfully submitted,

R. P. MERRIDEW
International Secretary

L. A. ~~HAPGOOD~~
Associate Secretary

GENERAL OFFICE ADMINISTRATIVE ACTION

October 1 - 4 & 7 , 1975

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

Club	Number of Members	Listed as Not-Meeting
Broken Bow, Nebraska	10	6-12-75
Kalgoorlie, Australia	20	6-30-75
Mexico, D.F., Mexico	10	6-30-75
Puebla, Puebla, Mexico	14	6-30-75
Jantzen Beach, Portland, Oregon	12	7-11-75
Cambria, California	10	7-25-75
East Oakland, California	12	7-25-75
Washoe Valley, Nevada	10	7-25-75
Coweta County, Newnan, Georgia	6	7-25-75
Scottsville-Allen County, Kentucky	11	7-25-75
Valley View, Ohio	15	7-25-75
Pittsford, New York	21	7-25-75
Honey Grove, Texas	23	7-25-75
Fort Erie, Ontario	12	7-25-75
Lancaster-Depew, New York	15	8- 8-75
Central Baldwin, Robertsdale, Alabama	8	8- 8-75
North Port Charlotte, Florida	8	8-22-75
Old Tampa Bay, Florida	11	8-22-75
Tiftarea, Tifton, Georgia	34	8-22-75
Oakford, Illinois	15	8-22-75
New Orleans, Carrollton, Louisiana	12	8-22-75
Kalamazoo-Airport, Michigan	19	8-22-75
Malvern, Arkansas	9	8-22-75
Center Township, Monaco, Pennsylvania	1	8-22-75
Dallas-Central, Texas	29	8-22-75
Greater Marshall, Texas	11	8-22-75
Tennessee Colony, Texas	16	8-22-75
La Mirada, California	13	9-11-75
The Rim of the World, Running Springs, California	25	9-11-75
Lahaina, Hawaii	12	9-11-75
Newark, Delaware	8	9-11-75
Galax, Virginia	12	9-11-75
Etobicoke North, Ontario	14	9-11-75
Bismarck, Missouri	17	9-11-75
Chesterfield, Missouri	18	9-11-75
Lake Saint Louis, Missorui	27	9-11-75
Ozark, Arkansas	11	9-11-75
Plainville, Connecticut	9	9-11-75
Poestenkill, New York	12	9-11-75
Juneau, Alaska	14	9-11-75
Scottsdale South, Arizona	14	9-11-75
Ambos, Nogales, Arizona	17	9-11-75
South Spokane, Washington	16	9-22-75
Sunnyside, Utah	16	9-22-75

b. Organization of New Clubs:

Club	Date	Membership
Pleasant Hill, Missouri	4- 3-75	20
Greater Lake George, New York	4 -3-75	26
Manchester, Tennessee	4 -7-75	25
U-City-East, Spokane, Washington	4-15-75	29
Amarillo-Southwest, Texas	4-23-75	26
Greater Randolph Area, Texas	4-25-75	21
San Francisco, Agusan Del Sur, Philippines	4-30-75	28
Charlotte-Hornets Next, North Carolina	5- 1-75	20
Bay City-Sunrisers, Texas	5 -2-75	20
Lake-Of-The-Woods, Kenora, Ontario	5 -5-75	20
Vidor, Texas	5 -6-75	23
Harbour Island, Bahamas	5 -9-75	20
Borongan, Eastern Samar, Philippines	5-12-75	22
Tungao, Butuan City, Philippines	5-18-75	30
Marion, South Carolina	5-19-75	23
The Playground Area,Fort Walton Beach, Florida	5-19-75	21
Marquette-Superiorland, Michigan	5-20-75	20
North Menominee County, Michigan	5-20-75	20
League City, Texas	5-21-75	21
Le Mars, Iowa	5-27-75	22
Belle Chasse, Louisiana	5-27-75	21
Fairhaven, Bellingham, Washington	5-28-75	20
Springdale-Mobile, Alabama	5-29-75	21
Golden K, East Providence, Rhode Island	5-30-75	20
Portage La Prairie, Manitoba	6- 3-75	21
Manistique Area, Michigan	6- 4-75	20
Bixby, Oklahoma	6- 6-75	20
Lake Oroville, California	6-10-75	21
San Diego Metropolitan, California	6-10-75	24
Tyrone, Saint Petersburg, Florida	6-10-75	23
Magic City, Barberton, Ohio	6-10-75	20
Valley View-Dallas, Texas	6-11-75	24
Pascack Valley, Westwood, New Jersey	6-12-75	23
El Toro, California	6-12-75	21
Warwick Valley, New York	6-12-75	20
Sierra Vista-San Pedro, Arizona	6-12-75	21
San Carlos City, Philippines	6-14-75	20
Seymour-Breakfast, Indiana	6-17-75	22
Washington-On-The-Pamlico, North Carolina	6-17-75	22
Golden K, Wilmington, North Carolina	6-17-75	33
Ponce, Puerto Rico	6-17-75	25
Causeway Bay, Hong Kong	6-20-75	22
Sioux Rapids, Iowa	7- 1-75	21
Singapore, Alpha Chapter	7- 1-75	26
Saint Joe, Fort Wayne, Indiana	7- 2-75	20
Nowata, Oklahoma	7- 8-75	20
Chapelton, Jamaica	7- 9-75	28
Elkhorn Valley, Norfolk, Nebraska	7-16-75	20
Galveston-West End, Texas	7-16-75	22
Greensboro-Nat Greene, North Carolina	7-16-75	28
Burlington, Ontario	7-16-75	20

Club	Date	Membership
Signal Mountain, Tennessee	7-17-75	29
Harlingen-Road Runners, Texas	7-17-75	20
Baytown, Villas, New Jersey	7-22-75	20
Otter-Risers, Fergus Falls, Minnesota	7-23-75	24
Tri-City, Airport, Blountville, Tennessee	7-24-75	21
Bentonville-Bella Vista, Arkansas	7-28-75	21
Roslyn-Crestmont Area, Pennsylvania	7-29-75	21
Grand River, Brantford, Ontario	7-31-75	20
Pea Ridge, Arkansas	7-31-75	23
Huntsville, Arkansas	8- 1-75	23
Gravette, Arkansas	8- 2-75	23
Greater Winston,Winston-Salem, North Carolina	8- 4-75	24
Danville, Indiana	8- 5-75	20
Moon Area, Coraopolis, Pennsylvania	8- 6-75	20
Tualatin, Oregon	8- 7-75	22
Neshannock, New Castle, Pennsylvania	8- 7-75	20
Taichung Downtown, Taiwan, Republic of China	8- 7-75	20
Kapalong, Davao, Philippines	8- 9-75	20
Kokomo Sunrisers, Indiana	8-12-75	21
Tyler-Mid City, Texas	8-12-75	22
Long Beach Island, Surf City, New Jersey	8-13-75	20
Ahwatukee, Phoenix, Arizona	8-14-75	23
Downtown Manila, Philippines	8-14-75	25
Manila Bay, Pasay City, Philippines	8-14-75	30
Bislig (Diwata),Surigao Del Sur, Philippines	8-15-75	20
Christchurch South, New Zealand	8-15-75	21
Stanton, Missouri	8-18-75	24
Martha's Vineyard, Massachusetts	8-20-75	23
Papakura, New Zealand	8-21-75	21
Fraser, Allen-Dee, Golden K, Michigan	8-25-75	20
Austin Early Risers, Minnesota	8-26-75	21
Niceville-Valparaiso, Florida	8-28-75	25
Bandilan, Philippines	8-31-75	20
Cantilan, Surigao Del Sur, Philippines	8-31-75	21
Delaware-Noon, Ohio	9- 2-75	35
South Peninsula, Daytona Beach, Florida	9- 3-75	20
Greensboro, Georgia	9- 4-75	26
Sage Of Ottawa, Ontario	9- 4-75	24
Matamata, New Zealand	9- 7-75	22
Roma, Texas	9- 8-75	24
Urban Davao City, Philippines	9- 9-75	20
Easley, South Carolina	9- 9-75	20
Lancaster, Texas	9-11-75	20
Tecate, Baja California, Mexico	9-11-75	23
Upper Iowa, Cresco, Iowa	9-15-75	24
Lakeside-Warsaw, Indiana	9-15-75	21
The First Capitol, West Columbia, Texas	9-15-75	20
Ridgecrest-Indian Wells Valley, California	9-16-75	20
Burkett Station,Golden K,Grand Island,Nebraska	9-16-75	25
Portland Center, Portland, Oregon	9-16-75	20
East Hamilton County, Collegedale, Tennessee	9-16-75	29
Little Havana, Miami, Florida	9-16-75	20
Beckman Center, Fort Smith, Arkansas	9-17-75	27

Club	Date	Membership
Forest Glen-Mayfair, Chicago, Illinois	9-18-75	23
Frontier, Saint Charles, Missouri	9-19-75	25
Peconic River, New York	9-19-75	45
Boley, Oklahoma	9-21-75	21
Marion-Breakfast, Ohio	9-22-75	21
Baton Rouge, Southeast, Louisiana	9-24-75	21
Georgetown, South Carolina	9-24-75	21
Over-The-Hill, Nassau, Bahamas	9-24-75	20
Evanston, Breakfast, Illinois	9-25-75	22
Chester, New York	9-24-75	26

c. Change of Names of Kiwanis Clubs:

From Kiwanis Club of:	To Kiwanis Club of:
Carbondale Area, Illinois	Early Bird of Carbondale, Illinois
Eastwood, Birmingham, Alabama	Birmingham-East, Alabama
El Cajon-Heartland, California	Grossmont-Heartland, California
Millard, Omaha, Nebraska	Southwest Omaha, Nebraska
Sno-King, Seattle, Washington	Sno-King, Edmonds, Washington
South Tulsa, Oklahoma	Utica Square, Tulsa, Oklahoma
Westside Sunrise, Fort Worth, Texas	White Settlement Sunrise, Fort Worth, Texas

d. Club Incorporations Completed:

Albemarle, North Carolina	Hampton, Iowa
Aloha, Oregon	The Hamptons, New Hampshire
Bath-Richfield, Ohio	Hanover, Pennsylvania
Bayshore-Bradenton, Florida	Hesston, Kansas
Bayside Estates, Ft. Myers Beach, Florida	Hopewell Junction, New York
Belington, West Virginia	The Key City, Abilene, Texas
Belleville, New Jersey	Laguna Hills-Moulton, California
Binghamton West, New York	Lake Havasu City, Arizona
Boerne, Texas	Las Animas, Colorado
Broadview Heights, Ohio	Las Vegas Strip, Nevada
Brownfield, Texas	Lincolnwood, Illinois
Burnet, Texas	Lockhart, Texas
Campbell County, Newport, Kentucky	Luckey, Ohio
Clinton, Ohio	Martinsburg, West Virginia
Clymer, Pennsylvania	Menominee Area, Michigan
Dallas-North Park, Texas	Missouri Valley, Iowa
East Ridge, Tennessee	Monroeville, Ohio
Eaton, Ohio	Montgomery Village-Gaithersburg, Maryland
Edna, Texas	Muskogee-Green Country, Oklahoma
Fraser-Moravian, Michigan	New Holland, Pennsylvania
Friendship Heights, Chevy Chase, Maryland	New Richmond, Ohio
Gahanna, Ohio	North Broward, Florida
Grants, New Mexico	Orange-Villa Park, California
Green Valley, Arizona	Pella, Iowa
Green Valley-Glenwood, West Virginia	The Pines, Southern Pines, North Carolina
	Price, Utah

Roanoke Rapids, North Carolina
San Diego-Centre City, California
Shorewood,St. Clair Shores, Michigan
Snohomish Tillicum, Washington
Story City, Iowa
Suncoast-Military, Clearwater, Florida
Texas City, Texas
U-City-East, Spokane, Washington
Versailles, Missouri
West Nashville, Tennessee
Weston, Connecticut
Willamina-Grand Ronde, Oregon
Winthrop, Minnesota

e. Circle K Clubs Completed:

Circle K Clubs	Kiwanis Sponsor
Northern State College-K Mates	Kiwanis Club of Aberdeen, South Dakota
Rappahannock Community College, North Campus	Kiwanis Club of Tappahannock-Warsaw, Virginia

f. Key Clubs Completed:

Key Club	Kiwanis Sponsor
Willingboro H.S.	Willingboro, New Jersey
Anniston Academy	Anniston, Alabama
East Orange H.S.	East Orange, New Jersey
Deerborne H.S.	Southwest Miami, Florida
Lincoln H.S.	Coney Island, Brooklyn, New York
Mount Gilead H.S.	Mount Gilead, Ohio
Maple Hill H.S.	Castleton-on-Hudson, New York
Mobile County H.S.	Grand Bay, Alabama
Pleasant Local H.S.	Marion, Ohio
Crossroads Academy	Central Wauwatosa, Wisconsin
Lead Hill H.S.	Harrison, Arkansas
Glenvar H.S.	Salem, Virginia
Rim of the World H.S.	The Rim of the World, Running Springs, California
Hartman H.S.	Clarksville, Arkansas

g. Incorporation of Kiwanis Club Foundations:

None

h. Cancelled Meetings:

None

Exhibit #4

REPORT OF BOARD COMMITTEE ON ADMINISTRATION AND STRUCTURE

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 2, 1975

Place of Committee Meeting: General Office

Present: Members - Jack P. Delf, Stephen H. Hart, Jr., Hilmar L. Solberg
Chairman - Merald T. Enstad
Staff Members - Fay H. McDonald, William A. Brown, L. A. Hapgood
Others - Ted R. Osborn, Paul Chandler, Carl Miller, John T. Roberts, Roy W. Davis, Maurice Gladman

Restructure of Board re specified Canadian Representation

A continuing matter for study is that of specified Canadian representation. Among the options the committee discussed at length are the following two basic concepts of specified representation:

1. That the combined Canadian districts, as now constituted, would be entitled to two (2) members on the Board of Trustees but that when there were three (3) members on the Board of Trustees from areas outside of the now existing thirty districts in the United States and Canada, the number of Board members from the Canadian districts would be reduced to a minimum of one (1). Further, that nothing would limit the right of the combined Canadian districts to have one (1) trustee and one (1) officer on the Board at the same time, subject only to the limitation that no district may have more than one (1) Board member at any time.

   The Board will recognize that this is the concept adopted at the September 1974 Board meeting and is the concept that was withdrawm at the request of the Eastern Canada and Caribbean District from presentation to the Atlanta Convention.

   A modification of this concept has been suggested by the Western Canada District Board which would involve guaranteeing a period of a minimum of ten years for the two (2) specified representatives from the combined Canadian districts.

2. That the combined Canadian districts would have two (2) members on the Board of Trustees in perpetuity. This is the concept which is brought forth by the Eastern Canada and the Caribbean District.

As the committee continues its study of specified Canadian representation, it will be most receptive to all input on this matter from any source.

Representation on the Board from areas outside of the United States, Canada, and the European Federation

Another continuing matter for study is representation on the Board from areas outside of the United States, Canada, and the European Federation. Discussion of this matter reveals the wisdom of developing a master plan of Kiwanis growth and

development. The committee agrees to work on the development of such a plan for future presentation to the Board.

However, the committee recognizes that in the interim there would be tremendous value in areas outside of the United States, Canada, and the European Federation having the opportunity to communicate with the Board. This communication might be accomplished by area conferences involving key Kiwanis leadership in various regional meetings with the International President or his representative. If the Board would favor such an interim plan for receiving input from areas without specified representation, then the committee would develop the details of implementing such a plan.

Recommendation #1:

The committee recommends that the Board approve the principle of establishing an interim plan of one or more annual regional conferences involving key Kiwanis leadership from areas without specified representation meeting with the International President or his representative.

I move that recommendation 1 be adopted.

(adopted)

Future World Secretariat

A continuing matter for discussion is the future of the World Secretariat. At the September, 1974 Board Meeting, one of the principles adopted for guiding the development of the restructure of the Board was: "That upon adoption of a restructuring, the Board amend the Policies on International Extension to dissolve the World Secretariat." Action on this will need to be taken at a future Board meeting.

Distinguished Governor quotas

The committee received requests from five 1975-76 Governors requesting a change in Distinguished Governor quotas for their respective districts. The committee reviewed these requests and has made the following adjustments:

California-Nevada-Hawaii

Attendance at International Convention	-	3,500
Club represented at International Convention	-	440

Florida

Attendance at International Convention	-	496
Clubs represented at International Convention	-	167

Indiana

Attendance at International Convention	-	313
Clubs represented at International Convention	-	107
Clubs represented at District Convention	-	125

New York

Attendance at International Convention	-	525

Review of number of sections in Honor Club Award program

The 1974-75 International Committee on Achievement recommended that the Board consider adding one additional section on size of clubs in the Honor Club Award program. The committee concurs in the request of the International Committee on Achievement and makes the following recommendation:

Recommendation #2:

The committee recommends that the sections on club size in the Honor Club Award program, effective for awards granted for the 1975-76 administrative year, be as follows:

Coral section	-	25 members or less
Emerald section	-	26 - 45 members
Diamond section	-	46 members and over

I move that recommendation 2 be adopted.

(adopted)

Request for inter-club meeting requirements

The committee reviewed the request received from a club to change the inter-club meeting definition to reduce the minimum number of visiting Kiwanians for smaller clubs. The committee believes that perhaps a complete review of the whole matter of inter-clubbing is needed and retains this for further study.

I move this report be received.

Respectfully submitted,

JACK P. DELF

STEPHEN H. HART, JR.

HILMAR L. SOLBERG

MERALD T. ENSTAD, Chairman

REPORT OF BOARD COMMITTEE ON CIRCLE K

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 2, 1975

Place of Committee Meeting: General Office

Present: Members - Carl F. Miller, Drew M. Petersen, M.D.
Chairman - Douglas Wasson
Staff Members - D. J. Hoss, L. A. Hapgood
Others - Stephen H. Hart, Jr., Ted R. Osborn, Mark A. Smith, Jr.

The committee reviewed the department budget and the statement of income and expenses for the year. The committee has requested a copy of the operating statement for the fiscal year at its February meeting.

The committee had previously received a report from the Board's Official Representative to the Circle K International Convention. The convention was extremely successful, the second largest in attendance in the Circle K history. The Topical Resolutions (Exhibit A) passed by the House of Delegates at the convention were reviewed. The committee commends the Circle K organization and the individuals responsible for the depth and sincerity of the resolutions.

Organizational and Constitutional Resolutions adopted during the convention were reviewed, (Exhibit B). After careful study the committee concurs with the intent of the resolution concerning denominationally oriented prayers and submits the following recommendation:

Recommendation #1:

> The committee recommends that the resolution concerning non-denominational prayers passed by the House of Delegates at the Circle K International Convention be referred to the International Committee on Support of Spiritual Aims for its study and possible development of guideliness which can be used by the K Family.
>
> I move that recommendation 1 be adopted.
>
> (adopted and referred to Committee on Support of Spiritual Aims)

The committee noted the resolution reaffirming delegate support of previous action requesting an expansion of the International Board of Officers and has retained this matter for further study.

With respect to the Resolution requiring all resolutions to be cleared through the Resolutions Committee and not accepted from the floor, the committee recommends to the Circle K Board of Officers that the following phrase, consistent with Robert's Rules of Order be added: "Nothing contained herein will preclude amendments to a resolution or the offering of a substitute resolution from the floor.

In reviewing the Constitutional Resolutions the committee concurs that there is need to provide for a procedure to be followed in cases where a district officer transfers from one institution to another.

Recommendation #2:

The committee recommends that Article III, Section 5 of the Constitution of Circle K International be changed by adding the following:

"Active membership in said club shall extend over the administrative year. Should an International or a district officer transfer to an institution where a Circle K club does not exist, said officer will be allowed a 60 day period to establish himself as a member of a Circle K club. At the expiration of the allowed time, said membership not having been established, such officer's membership shall terminate and the office held be declared vacant."

I move that recommendation 2 be adopted.

(adopted)

Concerning the Resolution requesting a change in Article III, Section 9 of the Circle K International Constitution (dealing with lotteries and games of chance), the committee returned the Resolution to the Circle K International Board of Officers with the recommendation that the following points be included:

1. There be a provision for the approval of the Circle K district board and
2. Concurrence in such approval by the Kiwanis district board.

The committee is cognizant of the progress being made by the Secretaries in the location and selection of a new Circle K Administrator.

President Osborn visited with the committee to emphasize his concerns for 1. Circle K growth; 2. improving the relationships between Circle K clubs and the sponsoring Kiwanis clubs; 3. the problems of securing and retaining effective faculty advisers. The committee concurs with the expressed concerns and will present action proposals at the February meeting. Items of implementation include 1. a spot survey to determine the desired frequency of Kiwanis attendance at Circle K meetings; 2. a letter of appreciation from President Osborn to current faculty advisers with copy sent to the president of the institution and 3. a guideline for the improvement of Kiwanis - Circle K social relationship at the club level.

The Circle K International Board of Officers has revoked the charters of 50 clubs (23 fewer than were revoked last year).

Recommendation #3:

It is recommended that the action of the Circle K International Board of Officers revoking charters as listed in Exhibit C be approved.

I move that recommendation 3 be adopted.

(adopted)

The outlined plan for the Circle K International Leadership Conference to be held in Chicago, October 24-26, was reviewed. This program is financed by the Kiwanis International Foundation. The chairman of the Board Committee will be in attendance.

The committee reviewed the selection of the Radisson Muehlebach Hotel, Kansas City, Missouri as the site for the 1977 Circle K International Convention.

Recommendation #4:

The committee recommends that the Radisson Muehlebach Hotel, Kansas City, Missouri be approved as the site for the Circle K International Convention, August 14-17, 1977.

I move that recommendation 4 be adopted.

(adopted)

The committee reviewed the Board policy concerning the travel of the Circle K International Board of Officers, and recommends the following:

Recommendation #5:

The committee recommends that the following changes in Board Policy be approved and referred to the Board Committee on Laws and Policies for inclusion:

F. With the exception of the assigned Circle K District Convention, no officer will make a visit into another district for the purpose of attending any Circle K function unless such visit is approved in writing by the Kiwanis District Governor.

G. The written approval shall detail the financial arrangements for the district.

I move that recommendation 5 be adopted.

(adopted)

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

Recommendation #6:

The committee recommends that the dates of January 2-4, 1976 be approved for the meeting of the Circle K International Board of Officers for its mid-winter Board Meeting.

I move that recommendation 6 be adopted.

(adopted)

The committee reviewed the sponsorship fee for Circle K clubs and suggests that the matter be placed on the agenda of the Committee on Finance for review and consideration of the adequacies of the present fee in the light of increasing administrative costs.

I move this report be received.

Respectfully submitted,

CARL F. MILLER

DREW M. PETERSEN, M.D.

DOUGLAS WASSON, Chairman

RESOLUTIONS

ADOPTED TWENTIETH ANNUAL CONVENTION, CIRCLE K INTERNATIONAL

AUGUST, 1975 -- TORONTO, ONTARIO

WORLD HUNGER

WHEREAS Circle K International has recognized the need in working to alleviate world hunger and has adopted this course as one of our major emphasis areas under our new theme "Impact On Life",

THEREFORE BE IT RESOLVED that the delegates to the 20th Annual Circle K International Convention, call upon the 1975-76 International Board of Officers to proclaim a designated month during the 1975-76 Administrative Year as "World Hunger Awareness Month: suggesting to our clubs that programs and projects be planned promoting World Hunger Awareness with seminars, fasts, hunger hikes, and fund-raising activities designed to lift community awareness with proceeds from fund-raising efforts being contributed to hunger relief agencies approved by Circle K International.

BE IT FURTHER RESOLVED that each Circle K District schedule a sacrificial meal function during their 1976 conventions, with proceeds also being contributed to approved hunger relief agencies.

PROJECT HOPE

WHEREAS Project Hope is a people-to-people program dedicated to giving medical aid and training to underprivileged nations and people in need, not only in America, but worldwide, and

WHEREAS the Capital District of Circle K International has adopted Project Hope as a district project, and has presented it to our organization on an International level, and

THEREFORE BE IT FURTHER RESOLVED that Circle K International acknowledge Project Hope through its programs and efforts during the ensuing administrative year.

KEY CLUB

WHEREAS Key Club International has completed its 50th year of service as an outlet where young high school men could serve their school and communities, and

WHEREAS Key Club is a part of our great K-Family with similar goals and ideals, fostering a philosophy of selfness service, and

THEREFORE BE IT RESOLVED that we commend Key Club International for 50 years of outstanding service, and extend our best wishes that they may continue another half century of serving their fellow men.

K-FAMILY RELATIONS

WHEREAS Kiwanis International has given Circle K an opportunity to help others through service, and

WHEREAS Kiwanis International has worked with Circle K International since our inception, and

WHEREAS Kiwanis International has given Circle K members an opportunity to broaden ones college education through service, and

THEREFORE BE IT FURTHER RESOLVED that we the Delegates of the 20th Annual Convention urge all Circle K clubs and its members to work with Kiwanis International in service and to work and improve and promote relations between the two groups.

BUILDERS CLUB

WHEREAS there is a great potential for service and leadership development by Junior High School students, and

WHEREAS Kiwanis International sponsors a Junior High School service club with great potential called Builders Clubs, and

WHEREAS co-sponsorship of Builders Clubs provides a unique opportunity for K-Family interaction,

THEREFORE BE IT RESOLVED that we the delegates to the 20th Annual Convention of Circle K International encourage our member clubs to co-sponsor Builders Clubs where this will augment their local service program.

KIWANIS FOUNDATION

WHEREAS the Kiwanis Foundation has provided generous contributions to Circle K through the sponsorship of the 1974 Leadership Conference in St. Louis, Missouri making possible the 1975-77 theme, "Impact On Life" filmstrip, and helping Circle K in so many ways,

THEREFORE BE IT RESOLVED that Circle K International extends many thanks to the Kiwanis Foundation under the leadership of Harry S. Himmel, President.

MULTIPLE SCLEROSIS

WHEREAS Multiple Sclerosis, the mysterious crippler of young adults has attacked millions of people our age and older around the world from all races and creeds, and

WHEREAS United States Senator Baker has commended Circle K International on the Senate Floor for leading their fight against Multiple Sclerosis, and

WHEREAS the National Multiple Sclerosis Society and the hundreds of thousands of young adults afflicted with MS are in urgent need of assistance, and

THEREFORE BE IT RESOLVED that Circle K International encourage all Circle K Clubs to assist their MS Chapter in their area in local chapter activities.

DONALD J. HOSS

WHEREAS Donald J. Hoss has served as Administrator of Circle K International since 1972, and

WHEREAS we have recognized his efforts during an extremely difficult and challenging period of our history where many organizational and structural changes took place, and

WHEREAS Donald J. Hoss has given of himself over the years as both a dedicated Circle K member, a former District Governor, and as International Administrator, and

WHEREAS Donald J. Hoss has resigned as Administrator of Circle K International and will soon pursue another course of employment, and

THEREFORE BE IT RESOLVED that we the delegates of the 20th Annual Convention of Circle K International extend our heartfelt thanks and best wishes to him for his service as Administrator of Circle K International.

APPRECIATION

WHEREAS Stephen H. Hart, Jr., Chairman of the Kiwanis Board Committee on Circle K has served faithfully and untiringly in his duties, and

WHEREAS we recognize his sincere efforts designed to strengthen and promote the Circle K program on all levels,

THEREFORE BE IT RESOLVED that we express our gratitude and admiration to this man for his outstanding job as both Committee Chairman and as counselor to our International Board of Officers.

WHEREAS J. Walker Field, Chairman of the Kiwanis International Committee on Circle K has served our organization with both dedication and distinction, and

WHEREAS J. Walker Field has always been on hand to represent the views of Circle K'ers and has always stood for the best interest of the organization, with his love for the men and women who make up this organization,

THEREFORE BE IT RESOLVED that we show our appreciation to J. Walker Field and drink more MILK.

WHEREAS the many speakers at the 20th Annual Circle K International Convention had a truly inspiring message for Circle K,

THEREFORE BE IT RESOLVED that we, the members of Circle K International, extend our heartfelt thanks to Ted R. Osborn, President-designate, Kiwanis International; Charles Meagher, President, Key Club International; Charles Eason, President, Circle K Alumni Association; Lila McCray, National Director, CROP; and Travers Wheeler of Toronto, Ontario,

WHEREAS Circle K'ers have played a large part in planning this convention,

THEREFORE BE IT RESOLVED that we of Circle K International thank Harry Binks, Host Governor; James Lunney and Edward Black, General Host Chairmen; Cathy-Ann DeDiana, Past Governor, Eastern Canada and the Caribbean, and all members working under their direction, and the Eastern Canada and the Caribbean District.

WHEREAS Circle K International is blessed with many hard working Kiwanians who put in many hard work hours,

THEREFORE BE IT RESOLVED that Circle K International thanks Gary R. McCord, Administrator, Key Club International; Douglas Wasson, Trustee, Kiwanis International; Mike Lauber, Kiwanis Host Chairman; and Dr. Kenneth Smith, Host District Administrator.

WHEREAS several guests played active parts in the Convention,

THEREFORE BE IT RESOLVED that Circle K extends heartfelt thanks to Reginald Kipke, Vice-President, Key Club International; Joe Siber, Trustee, Key Club International; Greg Edwards, Governor, New Jersey District, Key Club International; and all other special guests who extended their assistance when needed.

WHEREAS the participants at this convention have been treated as special guests of Toronto, Ontario,

THEREFORE BE IT RESOLVED that we in the convention here assembled, heartily thank the managers and staff of the Royal York Hotel, the Convention Bureau of Toronto, and especially the gracious people of Toronto, Ontario.

WHEREAS many staff members have put many hard working hours to provide for the success of this convention,

THEREFORE BE IT RESOLVED that we extend a heartfelt thanks to office secretaries Debi Kubiak, and Belinda Gaskell; Photographer, Bob McCullough; Public Relations Coordinator, John McGehee; Mike Wujcik, and Scott Pemberton of the Kiwanis Magazine staff.

ORGANIZATIONAL RESOLUTIONS

WHEREAS at the direct and personal urging of the International President Craig A. Miller, many Circle K members devoted great amounts of time, energy, and dedication to collecting an incredible number of flip-tops and so laboured under the delusion that their efforts would be suitably rewarded, and

WHEREAS the failure to obtain a sponsor before the project must be considered as poor, inadequate, and insipid planning,

THEREFORE BE IT RESOLVED that all future International projects be properly planned as in regards to details before promotion.

WHEREAS Circle K International is a co-ed college service organization, and

WHEREAS all women and men are eligible to achieve the same offices within local, district and International levels,

THEREFORE BE IT RESOLVED that we, the delegates of the 20th Annual Circle K International Convention request that all mailings and printed material to local, district and International Officers be directed not to the male gender, but to the respective officer.

WHEREAS Circle K International is a service organization which serves all denominations, and

WHEREAS Circle K International is made up of members of all denominations, and

WHEREAS the members of Circle K International are all joined together in service and not denominations,

THEREFORE BE IT RESOLVED that we the delegates of the 20th Annual Circle K International Convention request that non-denominational prayers be said at all International and District functions.

WHEREAS there is a need for more Vice-Presidents due to the expanding numbers of our organization,

THEREFORE BE IT RESOLVED that we the Delegates of the 20th Annual Convention of Circle K International reaffirm our support of the action by the House of Delegates of the 19th International Convention to change the number of Vice-Presidents from six (6) to ten (10).

WHEREAS resolutions from the floor do not allow adequate consideration by individual delegates, clubs and district,

THEREFORE BE IT RESOLVED that no resolution be accepted from the floor of the House of Delegates,

BE IT FURTHER RESOLVED that any resolution to be introduced to the House of Delegates must be submitted to the International Convention Resolutions Committee by a specified time prior to the meeting of the House of Delegates.

CONSTITUTIONAL RESOLUTIONS

WHEREAS a problem has been encountered with the non membership status of Circle K members transfering from one school to another, and

WHEREAS a Circle K officer in such a transition cannot legally continue to hold office according to the Circle K Constitution,

THEREFORE BE IT RESOLVED that we the Delegates to the 20th Annual Convention of Circle K International propose that the Circle K Constitution Article 3, Section 5 be changed to read "Active membership in said club shall extend over the fiscal year where a district officer transfers to a school where a Circle K Club does not exist, he may be allowed a 60 day grace period to start said club.

CURRENT READING (Article III, Section 9)

The revenue of a club shall be from a minimal dues set by a vote of two-thirds (2/3) of the active members present and voting at any regular meeting of the club. Revenue may be derived from other sources in such a manner as may be determined by the officers, except that no club shall sponsor or participate in any manner in a lottery, raffle, drawing, or game of chance for the purpose of raising funds, or shall employ a lottery, raffle, drawing, or game of chance in connection with any fund raising activity, or engage directly or indirectly in any activity which may impugn or reflect unfavorable on the good name of Circle K or Kiwanis.

PROPOSED READING

The revenue of a club shall be from a minimal dues set by a vote of two-thirds (2/3) of the active members present and voting at any regular meeting of the club. Revenue may be derived from other sources in such a manner as may be determined by the officers, except that no club shall sponsor or participate directly or indirectly in any activity which may impugn or reflect unfavorably on the good name of Circle K or Kiwanis.

CIRCLE K CHARTERS REVOKED
CIRCLE K INTERNATIONAL CONVENTION
August, 1975

ALABAMA

University of Alabama, Birmingham	Metropolitan Birmingham, AL

CALIFORNIA-NEVADA-HAWAII

Antelope Valley College	Rosemond & Antelope Valley, CA
Los Angeles Valley College	Van Nuys, CA
Solano County College	Fairfield, CA

CAPITAL

Danville Community College	Danville, VA
Montgomery Junior College	Silver Spring, MD
Randolph-Macon College	Ashland, VA
Shenandoah College & Conservatory	Winchester, VA
John Tyler Community College	Chesterfield, VA

CAROLINAS

Catawba College	Salisbury, NC
Clemson University	Clemson, SC
Western Carolina University	Cullowhee-Sylva, NC

EASTERN CANADA AND THE CARIBBEAN

Northern College of Applied Arts & Technology	Kirkland Lake, Ontario

FLORIDA - None

GEORGIA

Atlanta Baptist College	Executive Park, Atlanta, GA

ILLINOIS-EASTERN IOWA - None

INDIANA

Butler University	North Indianapolis, IN
DePauw University	Greencastle, IN

KANSAS - None

KENTUCKY-TENNESSEE

Columbia State Community College	Columbia, TN
Murray State University	Murray, KY
Tennessee Technological University	Cookeville, TN

LOUISIANA-MISSISSIPPI-WEST TENNESSEE

Nicholls State University	Thibodaux, LA
Northeast Louisiana State College	Monroe, LA

MICHIGAN - None

MINNESOTA-DAKOTAS

Sioux Falls College	Sioux Falls West, SD

MISSOURI-ARKANSAS - None

MONTANA

Eastern Montana College	Pioneer Billings, MT

NEBRASKA-IOWA - None

NEW ENGLAND

University of Maine at Augusta	Augusta, ME

NEW JERSEY - None

NEW YORK

Adirondack Community College	Hudson Falls & Glen Falls & Queensbury, NY
Orange County Community College	Middletown, NY
Rochester Institute of Technology	Henrietta, NY

OHIO - None

PACIFIC NORTHWEST

Alaska Methodist University	Anchorage AK
Chemekata Community College	North Salem, OR
Douglas College	New Westminster, British Columbia
Eastern Washington State College	Cheney, WA
Simon Fraser University	Coquitlan-Port Moody & N. Burnaby, British Columbia
Lower Columbia College	Longview, WA
Pacific University	Forest Grove, OR

PENNSYLVANIA

Keystone Junior College	Tunkhannock, PA
Williamsport Area Community College	Williamsport, PA

ROCKY MOUNTAIN - None

SOUTHWEST - None

TEXAS-OKLAHOMA

Altus Junior College	Altus, OK
Galveston College	Galveston, TX
Lee College	Baytown & West Baytown, TX
Oklahoma City Southwestern College	Bethany & Bethany-Overholser & Warr Acres, OK
Southeastern State College	Durant-Texoma, OK

UTAH-IDAHO

Dixie Junior College	St. George, UT

WEST VIRGINIA

Davis & Elkins College	Elkins, WV
Salem College	Salem, WV
Southern West Virginia Community College	Williamson, WV

WESTERN CANADA - None

WISCONSIN-UPPER MICHIGAN

Eau Claire Vocational Technology & Adult School	Eau Claire, WI
Fox Valley Institute	Appleton, WI
Mt. Senario College	Ladysmith, WI
Northern Michigan University	Marquette, MI
University of Wisconsin, Washington County	West Bend, WI

REPORT OF BOARD COMMITTEE ON CONVENTION

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 3, 1975

Place of Committee Meeting: General Office

Present: Members - Ernest Sturch, Jr., Stanley E. Schneider
Chairman - Maurice Gladman
Staff Members - Andrew P. Kelly, Percy Shue, R. P. Merridew, L. A. Hapgood
Others - Ted R. Osborn, Vic Shaul, E. B. "Mac" McKitrick

The Convention Committee meet in July in San Diego with the Chairman and representatives of the Host Committee. All members of the committee and appropriate staff were present. The group toured the facilities and found them to be most adequate. As of this date, the Boards of five local clubs in the San Diego area have voted to register 100%.

I. Tentative Program

Recommendation #1:

After a detailed discussion at the July San Diego Planning Conference, as well as at this meeting, the committee recommends the following:

a. Move show time back to Sunday afternoon, 2:30 to 5:30 p.m.

b. Monday night to be a free night allowing districts to choose either Monday or Tuesday night as district dinner night.

c. A night at Sea World will be available to attendees on either Monday or Tuesday night, depending upon when their district dinners are scheduled.

d. The greetings from the European Federation to be moved from Monday to Sunday night.

e. The Presentation of the Flags of the Kiwanis Nations to be immediately before the President's speech.

f. Wednesday afternoon to become a free afternoon, allowing the General Sessions to open at 9:30 a.m. There will be a Prayer Breakfast sponsored by the San Diego Kiwanis Club scheduled for 7:30 a.m. Wednesday morning.

g. The 14th anniversary of the Tijuana Club to be recognized in the convention program, since this was the first club in overseas extension.

I move that recommendation 1 be adopted.

(adopted)

II. Speakers

A full discussion took place regarding speakers for Sunday night and Tuesday morning. Assignments were made for the purpose of checking out availability.

III. Feature Entertainment

There is a strong possibility that the program for the Wednesday night entertainment would consist of the stars of the Lawrence Welk Show.

IV. Contemporary Issues

Discussion was held on Contemporary Issues and the following subjects are being considered: Law and Order, Physical Fitness, World Hunger, Ecology and Economics, and suitable speakers to fit these subjects were discussed and will be approached.

V. Registration Fee

The committee is recommending a special registration fee program for local clubs to encourage 100% registration. This would be done on a trial basis.

Recommendation #2:

The committee recommends that any clubs in the host area that register 100% prior to May 1 will be allowed to register any member's entire family for the $35 registration fee.

I move that recommendation 2 be adopted.

(adopted)

VI. Cancellations

In the past, individuals cancelling after May 10 were not eligible for refunds.

Recommendation #3:

The committee recommends that all requests for refunds be honored with a $10 service charge to be applied on cancellations after May 15.

I move that recommendation 3 be adopted.

(adopted)

VII. Official Family Headquarter Hotel

The Westgate Hotel has been selected as the official family headquarter hotel. The Westgate is located across the street from the Community Concourse in downtown San Diego.

VIII. Future Convention Sites

The committee discussed possible sites for the 1979 convention. We have in hand an invitation from the Eastern Canada and the Caribbean District and the Toronto Club. A survey indicates that Toronto has the facilities and the capacity to host the convention. Discussion with the Maple Leaf Gardens indicate a favorable contractual agreement can be made.

Recommendation #4:

Contingent upon receipt of the agreement and the willingness of the host Kiwanians to adhere to policies set forth for operation of a convention, the committee recommends that Toronto be the site of the 1979 convention.

I move that recommendation 4 be adopted.

(adopted)

I move this report be received.

Respectfully submitted,

STANLEY E. SCHNEIDER

ERNEST STURCH, JR.

MAURICE GLADMAN, Chairman

Exhibit #7

REPORT OF BOARD COMMITTEE ON KEY CLUBS

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 2, 1975

Place of Committee Meeting: General Office

Present: Members - Hilmar L. Solberg, John T. Roberts
Chairman - Stanley E. Schneider
Staff Members - Gary R. McCord, Gerald R. Jindra, R. P. Merridew
Others - Ted R. Osborn, Mark A. Smith, Jr.

Review of Departmental Budget and Convention Finances

The committee reviewed in detail the departmental budget, the convention statement of finances and the Statement of Income and Expenses for the year. The committee noted with some concern that the department did experience a deficit in the over-all budget for the year and reviewed carefully with the staff those areas of concern in the budget. The committee is satisfied that the over-spending could not have been avoided and notes that the budget for 1975-76 is in line with anticipated needs.

Review of New Orleans Convention

The committee then received an oral report on the 32nd Annual Convention of Key Club International held in New Orleans, Louisiana from committee member John T. Roberts and later received a written report from the board's official representative, Ted R. Osborn. A copy of that report is attached as Exhibit A. Both reports commented favorably on the outstanding behavior of the delegates present and the committee would like to commend the young men of the Key Club organization for conducting themselves in such a businesslike and orderly fashion. The committee would also like to commend the truly outstanding efforts of the local Key Club and Kiwanis Host Committee under Chairmen Jim Reeves of the Bonnabel High School Key Club, Metairie, Louisiana and Philip Gugliuzza of the Kiwanis Club of Dawn Busters, Metairie, Louisiana.

The resolutions passed by the Key Club House of Delegates were reviewed by the committee. These are attached as Exhibit B for your review. The committee wishes to commend the Convention Committee on Resolutions and the House of Delegates for the excellent quality of these resolutions. The committee feels that these resolutions are representative of the high degree of dedication and interest of our Key Club members.

The committee also reviewed the action of the Key Club International Board in revoking 210 charters at their last meeting. While we acknowledge the seriousness of these losses, we are satisfied that every effort was made to save these clubs. The clubs have, for the most part, been inactive for at least two years. The committee notes with pleasure that both the Montana and West Virginia Districts did not revoke any Key Club charters this past year.

Recommendation #1:

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

I move that recommendation 1 be adopted.

(adopted)

The committee then reviewed the Amendments to the Constitution and Bylaws as approved by the House of Delegates at the recent Key Club International Convention and finds them to be in good order.

Recommendation #2:

The committee recommends that the action taken by the House of Delegates to amend the Constitution and Bylaws as listed in Exhibit D be approved.

I move that recommendation 2 be adopted.

(adopted)

Approval of Key Club Board Meeting Dates

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

Recommendation #3:

The committee recommends that the dates of October 25-27, 1975 and February 27-29, 1976 be approved for the meetings of the Key Club International Board at the General Office.

I move that recommendation 3 be adopted.

(adopted)

Report on Freedoms Foundation Seminar

A report by the Administrator on the Freedoms Foundation Leadership Conference held at Valley Forge, Pennsylvania, August 29-September 1, 1975, was reviewed by the committee. It was evident to the committee, from evaluations received, that this conference was an extremely outstanding meeting. It is the unanimous wish of the committee to commend the Kiwanis International Foundation for sponsoring this meeting and to urge it to continue its sponsorship in the future.

Report on Regional Training Conferences

The committee reviewed the dates and sites for the 1976 Regional Training Conferences for Key Club District Administrators and Governors and found them to be in good order. The committee also reviewed the report on the evaluations of the 1975 Regional Training Conferences and noted that the individuals in attendance rated the value of these meetings extremely high.

Review of Kiwanis International Board Travel Policy for Key Club International Officers

At the request of International President Ted Osborn, the committee reviewed the policies of the Kiwanis Board regarding travel of Key Club International officers. This review resulted due to a concern that some officers may have been requesting funds from their local Kiwanis Clubs or Kiwanis Districts for travel not permitted by Kiwanis policy. The committee, on reviewing a report of the travel of the 1974-75 Key Club International Board and the financing of these trips found their travel to be generally in line with the policies of Kiwanis International. The committee was assured by the Administrator that the present board members have been advised of the policies in writing and further that they are expected to conform to these policies, obtaining permission from the General Office as required, for any such travel above and beyond those trips specifically allowed by the policies. The committee is satisfied that the Key Club International Board members will adhere to the Kiwanis Board travel policies.

Review of Key Club International Constitutional Changes Needed Regarding Female Membership

The committee reviewed the Constitution and Bylaws of Key Club International in light of the recent changes authorized in the membership of the Key Club organization. It was the recommendation of the committee that the Constitution and Bylaws not be changed totally to reflect the coed membership structure but that the following paragraph be inserted in the Constitution and Bylaws in order to reflect the exception as authorized by the new policy.

Recommendation #4:

> The committee recommends that the paragraphs as indicated in Exhibit E be inserted immediately following Article 6, Section 1 of the Constitution of Key Club International and Article 2, Section 1 of the Bylaws of Key Club International.
>
> I move that recommendation 4 be adopted in principle and referred to the Committee on Laws and Policies for review and implementation.
>
> (Referred to Committee on Laws and Policies)

Review of Kiwanis International Board Policies

The committee was pleased to have President Ted join them for their discussion and he brought up several areas of concern he wished the committee to review and consider for their February meeting. He particularly charged the committee to carry out a comprehensive study on all of the ramifications of female membership on the Key Club organization. A suggested proposal for "Guidelines for Districts in Which Key Clubs Have Admitted Young Women to Membership," Exhibit F, is attached. The committee plan provides that this Working Paper be sent to a number of Kiwanis and Key Club officials, along with a questionnaire, to solicit thoughts and suggestions from these sources. The committee plans to report on this matter at the February Board Meeting.

On further review of the Policies in Regard to the Functioning of Key Clubs it was felt the following addition to these policies was needed for clarification:

"It is understood that the authority resides in Kiwanis International to make necessary adjustments to the Key Club International Constitution and Bylaws and that the Kiwanis International Board, on having made these changes, will so inform the Key Club International Board of the changes they have made."

Recommendation #5:

The committee recommends that the following addition be made to the Policies in regard to the functioning of Key Club: "It is understood that the authority resides in Kiwanis International to make necessary adjustments to the Key Club International Constitution and Bylaws and that the Kiwanis International Board, on having made these changes, will so inform the Key Club International Board of the changes they have made.

I move that recommendation 5 be adopted.

(adopted and referred to Committee on Laws and Policies for inclusion in Policies)

Because of the recent change of the Kiwanis International Constitution and Bylaws in regard to raffles, lotteries, etc. the committee reviewed the present policies in this regard as they affect the Key Club organization. Since most Key Clubbers are minors and most school authorities would probably not wish to have their Key Clubs carry out such activities in the schools, the committee felt that no change in regard to the policies concerning lotteries, raffles, etc. for Key Clubs be made at this time.

Procedures for Handling Requests Regarding New Coed Membership Policy

The committee was informed that requests had been received by the General Office under the newly developed policy for allowing certain Key Clubs to have a coed membership. The staff requested the committee's direction on handling such requests. After lengthy discussion, the committee wishes to make the following recommendation.

Recommendation #6:

The committee recommends that the General Office be authorized to receive, screen and forward to the appropriate District Board, the requests for action in regard to adding girls to Key Club membership in line with current policies.

I move that recommendation 6 be adopted.

(adopted)

I move this report be received.

Respectfully submitted,

JOHN T. ROBERTS

HILMAR L. SOLBERG

STANLEY E. SCHNEIDER, Chairman

Exhibit A

September 30, 1975

Mr. Stanley E. Schneider
President-elect
Kiwanis International

Dear Stan:

I am submitting this letter to you in your capacity as Chairman of the Board Committee on Key Clubs for the Administrative Year 1975-76. This will constitute my report on the 1975 Key Club International Convention in New Orleans. Attendance at a Key Club International Convention is a tremendous experience for the Key Clubbers as well as for the Kiwanians in attendance. The New Orleans Convention was one of the largest in Key Club history. It was an excellently planned Convention, and both the Key Club International Board and our Staff, especially Administrator Gary McCord, are to be highly complimented.

All sessions of the Convention were well attended, and participation was at a high level. President Roy's address was outstanding and made a very good impression on the young men of Key Club. The Key Clubbers were serious in their deliberations and their behavior was above reproach. Every Kiwanian can be proud of the conduct of the Key Clubbers at this Convention.

The question of female membership was again defeated resoundingly in the House of Delegates despite impassioned pleas by the New England and New York Districts and others. President Fess St. John did a superb job in presiding at the various sessions, and his farewell address was the high light of the Convention.

I think the Convention was a good experience for all those in attendance. All problems of the Convention were capably handled by Gary McCord and his associates. Kiwanis can continue to take pride in its sponsorship of Key Clubs.

Sincerely,

Ted R. Osborn
President-designate

Exhibit B

RESOLUTIONS

ADOPTED
THIRTY-SECOND ANNUAL CONVENTION
KEY CLUB INTERNATIONAL
JULY, 1975—NEW ORLEANS, LOUISIANA

PROJECT FRIENDSHIP

WHEREAS sixty-five percent of those refugees from Southeast Asia are young people, and
WHEREAS Project Friendship, a coordinated project of the President's Advisory Committee and various national youth organizations, can be of major assistance in easing the cultural, social, and overall transition of the refugees into the United States, and
WHEREAS Key Club supports President Ford in his efforts concerning the issue of refugees from Southeast Asia,
THEREFORE BE IT RESOLVED that Key Club International gives its unqualified and enthusiastic endorsement, support and assistance in any form it can to Project Friendship.

PIRITUAL VALUES

WHEREAS Key Clubbers are concerned with the human and spiritual values of life, 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, as well as each division and district, to support the activities of the various religious institutions and groups of their communities and their spiritual aims and ideals.
BE IT FURTHER RESOLVED that Key Club International acknowledges the right of individuals and groups to live their spiritual lives as they see fit.

K-FAMILY RELATIONS

WHEREAS Key Club International is a part of the K-Family and has progressed with the sponsorship of Kiwanis International, and
WHEREAS the K-Family recommends joint service pro[illegible] through the 1975-76 Kiwanis International Theme, "Touch A Life,"
THEREFORE BE IT RESOLVED that we, the members of Key Club International, take the initiative to bring about an even greater degree of cooperative efforts with other members of the K-Family.
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.

BUILDERS CLUBS

WHEREAS the Board of Trustees of Kiwanis International has approved a new program of Builders Clubs, which are service clubs for junior high or middle schools, for implementation during the coming year, and
WHEREAS Key Club International recognizes the need for extending the K-Family concept of service into junior high and middle schools, and
WHEREAS this new program offers a great opportunity for Key Clubs and Kiwanis Clubs to work together in sponsoring Builders Clubs.
THEREFORE BE IT RESOLVED that Key Club International endorses the Builders Clubs program and encourages Key Clubs to work with Kiwanis Clubs in co-sponsoring Builders Clubs.

MEMBERSHIP GROWTH

WHEREAS the individual Key Clubber is the most important person in Key Club International, and
WHEREAS growth in membership and the number of clubs is a constant and contemporary issue facing Key Club, and
WHEREAS an expanded, 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 quality and quantity of its membership,
THEREFORE BE IT RESOLVED that all Key Clubs strive to bring more quality young men into the membership of Key Club International.

CARING ABOUT THE ELDERLY AND THE YOUNG

WHEREAS mental and physical handicaps, and social and economic disadvantages affect many young people and severely hamper their development into maturity, and
WHEREAS many elderly people are lonely, neglected by society, often have no one to care about them, and do not receive the respect due them, and
WHEREAS a one-to-one relationship is used in our Buddy Program,
THEREFORE BE IT RESOLVED that all Key Clubs be urged to undertake projects to participate in a personal relationship with such young and elderly people.

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 informing our communities about the scope and objectives of Key Club International, and
WHEREAS the 1975-76 major emphasis programs provide ideas for local clubs to commemorate this anniversary, and
WHEREAS only six months remain in the commemoration,
THEREFORE BE IT RESOLVED that all Key Clubs in Key Club International should increase their active participation and support for all programs connected with the commemoration of Key Club's Golden Anniversary.

NATURAL RESOURCES

WHEREAS there is an energy shortage particularly in the [illegible]rea of petroleum products, and
WHEREAS these and other natural resources are being used recklessly and man's over exploitation of these resources is ruining his environment, and
WHEREAS it will take an effort on the part of all people who use these resources to see that they are used wisely and properly,
THEREFORE BE IT RESOLVED that Key Club International urges its members to actively participate in existing programs, and to organize and promote new programs of their own designed to conserve our natural resources.

PUBLIC RELATIONS

WHEREAS we of Key Club International are concerned with informing our communities and the members of our organization about the activities and objectives of Key Club International, and

WHEREAS the local club has full access to literature on both the district and International levels, and

WHEREAS the media readily accept information pertaining to Key Club,

THEREFORE BE IT RESOLVED that we re-emphasize that responsibility of the local Key Club to use these sources to inform and promote more effective public relations within its membership, school and community.

UNITED STATES BICENTENNIAL

WHEREAS the United States of America is now celebrating the 200th Anniversary of its founding, and

WHEREAS the United States of America is hailed as the most successful democratic experiment which recognizes the rights and responsibilities of each individual citizen, and

WHEREAS the United States of America is the founding nation of Key Club International,

THEREFORE BE IT RESOLVED that Key Club International extends congratulations and best wishes to Key Clubbers and all citizens of the United States of America upon the occasion of the bicentennial of their nation.

VOTER RESPONSIBILITY

WHEREAS one of the objectives of Key Club International is to prepare for useful citizenship, and

WHEREAS the members of Key Club International are citizens of nations in which government officials are chosen by free elections, and

WHEREAS an informed electorate is essential to the health of these nations, and

WHEREAS voter apathy about government affairs is a widely recognized problem in these nations, and

WHEREAS the members of Key Club International are potential voters in these nations,

THEREFORE BE IT RESOLVED that all members of Key Club International are urged to stay informed on governmental affairs and to vote when they become eligible to do so.

BE IT FURTHER RESOLVED that all Key Clubs are encouraged to undertake projects to aid high school students of voting age to register and vote, and to sponsor governmental education programs for them.

APPRECIATION

WHEREAS the speakers at the 32nd 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 Dr. Earl Reum; Robert W. Dixon, Trustee, Key Club International; Fess St. John, President, Key Club International; Roy W. Davis, President, Kiwanis International and George Velliotes.

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

THEREFORE BE IT RESOLVED that Key Club International thanks Ted R. Osborn, President-designate, Kiwanis International; Martin J. Young, Chairman, International Committee on Key Clubs; Arthur L. Himmel, Joseph M. Phillips, and Robert N. Stephenson, Members, International Committee on Key Clubs: James A. Smith, II, Administrator, Louisiana-Mississippi-West Tennessee District; Philip F. Gugliuzza, Kiwanis General Host Chairman; Gary R. McCord, Administrator, Key Club International; Gerald R. Jindra, Assistant Administrator, Key Club International; Donald J. Hoss, Administrator, Circle K International; and especially the Key Club and Supplies Department staffs from the General Office in Chicago.

WHEREAS Key Clubbers have played a large part in planning this 32nd annual convention,

THEREFORE BE IT RESOLVED that Key Club International thanks Jim W. Reeve, Key Club General Host Chairman; William Harris, Governor, Louisiana-Mississippi-West Tennessee District of Key Clubs; the Key Club International Committee Chairmen; Convention Host Key Clubs: Bonnabel, East Jefferson, Brother Martin, Archbishop Joseph Rummel, O. Perry Walker, Destrahan, Ridgewood, Holy Cross, and all committees working under their direction.

BE IT FURTHER RESOLVED that Key Club International thanks President Fess St. John and the International Board of Trustees for working so hard to make this convention a success.

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 Dale Hunter, convention organist, from the West Jefferson High School Key Club, the Brother Martin High School Color Guard, and performing groups: "Your Father's Mustache", the Immaculata Guitar Group, the U.S. Navy Steel Drum Band, and the Youree Drive Junior High School Stage Band.

WHEREAS Karen Petersen, Miss Teenage America added a special glow and charm to the Talent Show,

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

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

PRINTED IN U.S.A.

CLUB CHARTERS TO BE REVOKED
KEY CLUB INTERNATIONAL BOARD MEETING
NEW ORLEANS, LOUISIANA - 1975
(club and sponsor listed)

ALABAMA
Dale County H.S., Headland, AL
Geneve County H.S., Dothan, AL

CALIFORNIA-NEVADA-HAWAII
Brea-Olinda Union H.S., Brea, CA
Centennial H.S., Compton, CA
Encina H.S., Sacramento, American River, CA
Irvington H.S., Fremont, CA
Katella H.S., no sponsor
Samuel F. B. Morse H.S., Southeastern San Diego, CA
John Wesley North H.S., Riverside, University Area, CA
Oakmont H.S., Roseville, CA
Rancho Alamitos H.S., Garden Grove, CA
Ravenswood H.S., East Bay Shore, East Palo Alto, CA
Rio Mesa H.S., Oxnard, CA
Sierra Vista H.S., Baldwin Park, CA
Sylmar H.S., Sylmar, CA
University H.S., Hillcrest, San Diego, CA
Washington H.S., Southwest Los Angeles, CA
Ygnacio Valley H.S., Concord, CA
Proctor R. Hug H.S., Reno-Mount Rose, NV
George Whittell H.S., Sierra Nevada, Tahoe, NV

CAPITAL
Montgomery Blair H.S., Silver Spring, MD
Laurel H.S., Laurel, MD
Potomac H.S., Oxon Hill, MD
Pocomoke Sr. H.S., Pocomoke City, MD
Kempsville H.S., Virginia Beach, VA

CAROLINAS
Bennettsville H.S., Bennetsville, SC
Clinton H.S., Clinton, SC
Gaffney H.S., Gaffney, SC
Valdese H.S., Burke County, NC (consolidation)

EASTERN CANADA AND THE CARIBBEAN
College LaFleche, Trois Rivieres, Que.
De La Salle H.S., Trois Rivieres, Que.
East York Collegiate Institute, East York, Ont.
Noranda H.S., Noranda, Que.
Renfrew Collegiate Institute, Renfrew, Ont.
North Western Academy, Montego Bay, Jamaica (school closed)

FLORIDA
Boca Ciega H.S., Boca Ciega, St. Petersburg, FL
Englewood H.S., South Jacksonville, FL
Lakeview H.S., West Orange, FL
John I. Leonard H.S., West Lake Worth, FL (school closed)
Mainland H.S., Daytona Beach, FL
Miami Edison H.S., Miami Shores, FL
Ocoee H.S., West Orange, FL
Pensacola Academy of Arts & Sciences, East Pensacola, FL
Saint Cloud H.S., Saint Cloud, FL
Zephyrhills H.S., Zephyrhills, FL

GEORGIA
Crisp County H.S., Cordele, GA
Sandy Springs H.S., Sandy Springs, GA (school closed)
Sylvan Hills H.S., West End, Atlanta, GA
Villa Rica H.S., Carrollton, GA
Wayne County (Jesup) H.S., Jesup, GA.

ILLINOIS-EASTERN IOWA
Cooley Vocational H.S., Chicago, IL
Crane Technical H.S., no sponsor
Deerfield H.S., Deerfield, IL
Holy Cross H.S., Mont Clare-Elmwood Park, IL
Lake View H.S., Ravenswood, Chicago, IL
Litchfield H.S., no sponsor
Provisco East H.S., Maywood, IL
United Township H.S., East Moline-Silvis, IL

INDIANA
Scecina Memorial H.S., Irvington, Indianapolis, IN
Scottsburg H.S., Scottsburg, IN
Southridge H.S., Huntingburg, IN
Triton Central H.S., Shelbyville, IN
Wapahani H.S., South Muncie, IN

KANSAS
Derby H.S., Derby, KS
Topeka H.S., Topkea, KS
Trinity H.S., Hutchinson, KS

KENTUCKY-TENNESSEE
Earlington H.S., Madisonville, KY (consolidation)
Jackson County H.S., Jackson County, KY
Owensboro H.S., Owensboro, KY
Pineville H.S., Pineville, KY
Cohn H.S., West Nashville, TN
Copper Basin H.S., Copperhill, TN
Dickson H.S., Dickson, TN
Harriman H.S., Harriman, TN
Rush Strong H.S., Holston, Knoxville, TN (consolidation)
Marshall County H.S., no sponsor
Tennessee Preparatory School, no sponsor
Georgetown H.S., Georgetown, KY (consolidation)

LOUISIANA-MISSISSIPPI-WEST TENNESSEE
Benjamin Franklin H.S., Mid-City, New Orleans, LA
Clarkdale H.S., Queen City, Meridian, MS
Notre Dame H.S., Biloxi, MS
Dyer County H.S., Dyersburg, TN
Obion County Central H.S., Union City, TN
Trezevant H.S., Memphis, TN

MICHIGAN
Addison H.S., Addison, MI
Frank Cody H.S., Warrendale, Detroit, MI
Lake Fenton H.S., no sponsor
Ottawa Hills H.S., Grand Rapids South, MI

MINNESOTA-DAKOTAS
Mayo H.S., West Rochester, MN
Enderlin H.S., Enderlin, ND (Kiwanis Club non-meeting)

MISSOURI-ARKANSAS
Caruthersville H.S., Caruthersville, MO
Hancock H.S., South Side, Saint Louis, MO
Marion County R-11 H.S., Palmyra, MO
Richmond H.S., Richmond, MO
Roosevelt H.S., Saint Louis (Downtown), MO
Van Horn H.S., Inter-City, Independence, MO

MONTANA - None

NEBRASKA-IOWA
Wahoo H.S., Saunders County, NE
Saint Alberts H.S., Council Bluffs, IA
Spirit Lake Community H.S., Spirit Lake, IA

NEW ENGLAND
Cheshire H.S., Cheshire, CT
Fitch H.S., Groton, CT
Holliston H.S., Holliston, MA
Jamaica Plain H.S., Jamaica Plain-Forest Hills, MA
Marlborough H.S., Marlboro, MA
Norwell H.S., Norwell, MA
Bishop Stang H.S., New Bedford, MA
Westfield H.S., Westfield, MA
Archbishop Williams H.S., Braintree, MA
Alvirne H.S., Hudson, NH
Keene H.S., Keene, NH

NEW JERSEY
Franklin H.S., Franklin, NJ
Haddon Township H.S., Collingswood-Haddon Township, NJ
Montclair Academy, Montclair, NJ
Moore Laboratory H.S., Jersey City, NJ
Pennsauken H.S., no sponsor
Waldwick H.S., Ridgewood, NJ

NEW YORK
Albany H.S., Albany, NY
Grover Cleveland H.S., West Side, Buffalo, NY
Depew H.S., Lancaster-Depew, NY
Holy Family H.S., Massena, NY
Hoosick Falls Central H.S., Hoosick Falls, NY
Hornell H.S., Hornell, NY
Ossining H.S., Ossining, NY
Pittsford H.S., Pittsford, NY
Rush-Henrietta H.S., Henrietta, NY
Paul D. Schreiber H.S., Port Washington, NY
Saint Nicholas of Tolentine H.S., Bronx-Northeast, NY
Seton Hall H.S., Patchogue, NY (school closed)
Vestal Central H.S., Vestal, NY

OHIO
Belmont H.S., Oakwood, OH
Deer Park H.S., Deer Park-Sycamore, OH
Forest Park H.S., Greenhills-Forest Park, OH
Glouster H.S., Glouster, OH
Greenhills H.S., Greenhills-Forest Park, OH
Warren Harding H.S., Warren, OH
William Henry Harrison H.S., Harrison, OH
Madeira H.S., no sponsor
Ridgedale H.S., Town & Country, Marion, OH
Valley Forge Senior H.S., Parma, OH
Wilmington H.S., Wilmington, OH

PACIFIC NORTHWEST
Anthony J. Dimond H.S., Spenard, AK
Juneau-Douglas H.S., Juneau, AK
Caledonia-Skeena H.S., no sponsor, B.C.
Princess Margaret Secondary School, Whalley, B.C.
Ashland H.S., Ashland, OR
Eagle Point H.S., White City, OR
McMinnville H.S., Walnut City, McMinnville, OR
Roseburg Senior H.S., Roseburg, OR
Auburn H.S., Auburn, WA
Ballard H.S., Ballard, Seattle, WA
Ellensburg H.S., Ellensburg & Ellensburg-Rodeo City, WA
Kelso H.S., Kelso, WA
John F. Kennedy H.S., Highland, Seattle, WA
Mount Tahoma H.S., South Tacoma, WA
Rogers H.S., Puyallup-Sunrisers, WA
South Kitsap H.S., Port Orchard, WA

PENNSYLVANIA
Central Dauphin H.S., Harrisburg, PA
Harrisburg H.S., Harrisburg, PA
Hickory Senior H.S., Hickory Township, PA
Meadville H.S., Meadville, PA
Northern Chester County Technical H.S., Phoenixville, PA
Penncrest H.S., Media, PA
Sharon H.S., Sharon, PA
Somerset H.S., Somerset, PA
Upper Dublin H.S., Upper Dublin, PA

ROCKY MOUNTAIN
Evergreen H.S., Evergreen & West Jefferson Conifer, CO
Alliance H.S., Alliance, NE

SOUTHWEST
Mesa H.S., Mesa, AZ
Phoenix Union H.S., Phoenix, AZ
Hobbs H.S., Hobbs, NM
Portales H.S., Portales-Sundowners, NM
Apollo H.S., Glendale, AZ

TEXAS-OKLAHOMA
Capitol Hill Senior H.S., Capitol Hill, Oklahoma City, OK
Chickasha H.S., Chickasha, OK
Grandfield H.S., Grandfield, OK
Heritage Hall H.S., Oklahoma City, OK
Bishop Kelley H.S., Utica Square, Tulsa, OK
McLain H.S., East Tulsa, OK
Putnam City H.S., Warr-Acres-Putnam City, OK
Will Rogers H.S., East Tulsa, OK
Sequoyah H.S., Tahlequah, Tsa-La-Gi, OK
Sulphur H.S., Sulphur, OK
W. H. Adamson H.S., Oak Cliff, Dallas, TX
Canyon H.S., Canyon, TX
Clear Lake H.S., Seabrook-Clear Lake, TX
Colorado City H.S., Colorado City, TX
Robert G. Cole H.S., San Antonio-Olmos, TX
Friona H.S., Friona, TX
Sidney Lanier H.S., Austin, Northeast, TX
Martin H.S., TX, no sponsor
Palestine H.S., Palestine, TX
Pacos H.S., Pecos, TX (Kiwanis Club non-meeting)
Permian H.S., Odessa, TX
Round Rock H.S., Round Rock, TX
Spring Branch H.S., Spring Branch, Houston, TX

UTAH-IDAHO
Morgan H.S., Golden Spike Empire, Ogden, UT
Greenleaf Academy, Caldwell, ID
Kuna H.S., Nampa, ID (now Leo Club)
Meridian Senior H.S., Capital City, Boise, ID
Snake River H.S., Blackfoot, ID

WEST VIRGINIA - None

WESTERN CANADA
Saint James Collegiate, Saint James, Man.
Silver Heights Collegiate Institute, Saint James, Man.

WISCONSIN-UPPER MICHIGAN
Aswaubenon H.S., Southwest Green Bay, WI
Bay Port H.S., West Side, Green Bay, WI
Mary D. Bradford H.S., Kenosha, WI
Columbus H.S., Marshfield, WI
Menomonee Falls North H.S., Menomonee Falls, WI
Palmyra H.S., Palmyra, WI
Parker Senior H.S., Janesville, WI
Seymour Community H.S., Seymour, WI

AMENDMENTS

TO THE CONSTITUTION AND BYLAWS OF KEY CLUB INTERNATIONAL

As approved by the 32nd Annual Convention

New Orleans, Louisiana - July 2, 1975

CONSTITUTION

PROPOSED AMENDMENT:

Amend Article 10, Sections 2 & 3 to read:

Section 2. Meetings of the International Council shall normally be held in any year in which no International Convention is held. Meetings of the International Council may also be held on the opening date of the annual convention and at such other times and places as shall be determined by the Board of Trustees. For any such meeting of the Council written notice shall be sent to each member of the International Council at least fourteen (14) days prior thereto.

Section 3. In any year in which no International Convention is held, the International Council shall have the responsibility of electing the President, Vice-Presidents, Secretary and Trustees for the coming year.

Present Article 10, Sections 2 & 3:

Section 2. Meetings of the International Council shall be held on the opening date of the annual convention and at such other times and places as shall be determined by the Board of Trustees, provided that written notice of such meetings shall be sent to each member of the International Council at least fourteen (14) days prior thereto.

Section 3. The International Council shall have the duty of conferring on matters relating to Key Club International and the respective districts. In any year in which no International Convention is held, the International Council shall have the responsibility of electing the President, Vice-Presidents, Secretary, and Trustees for the coming year.

Amend Article 10, Section 5 to read:

Section 5. A majority of the Council shall constitute a quorum. In case any District Governor cannot be present at a meeting of the Council, he may, with the approval of the Board of Trustees, appoint an elected officer of his district to attend in his stead with like powers. The District Key Club Administrators and District Secretaries shall be invited to observe all Council meetings and participate in discussions.

(Also change all references from District Chairman to District Administrator.)

Present Article 10, Section 5:

Section 5. A majority of the Council shall constitute a quorum. In case any District Governor cannot be present at a meeting of the Council, he may, with the approval of the Board of Trustees, appoint an elected officer of his district to attend in his stead with like powers. The District Key Club Chairmen and District Secretaries shall be invited to observe all Council meetings and participate in discussions.

Amend Article 13, Section 1 to read:

Section 1. The Key Club International Board Committees shall be the Executive Committee, the Committee on Finance and Membership Development, the Committee on Laws and Regulations, the Committee on Conventions, the Committee on Awards, the Committee on Public Relations, the Committee on K Relations, various convention committees, and other special committees.

Present Article 13, Section 1:

Section 1. The Key Club International Board Committees shall be the Executive Committee, the Committee on Finance and Membership Development, the Committee on Conventions, the Committee on Awards, the Committee on Public Relations, various convention committees, and other special committees.

Amend Article 13, Section 3 to read:

Section 3. The Committee on Finance and Membership Development shall consist of four (4) members of the Board of Trustees, one of whom shall be designated chairman, appointed by the President and confirmed by the Board of Trustees.

Present Article 13, Section 3:

Section 3. The Committee on Finance and Membership Development shall consist of three (3) members of the Board of Trustees, one of whom shall be designated chairman, appointed by the President and confirmed by the Board of Trustees.

Amend Article 13, Section 4 to read:

Section 4. The Committee on Laws and Regulations shall consist of four (4) members of the Board of Trustees, one of whom shall be designated chairman, appointed by the President and confirmed by the Board of Trustees.

Present Article 13, Section 4:

Section 4. The Committee on Laws and Regulations shall consist of two (2) members of the Board of Trustees, one of whom shall be designated chairman, appointed by the President and confirmed by the Board of Trustees.

Amend Article 13, Section 7 to read:

Section 7. The Committee on Public Relations shall consist of five (5) members of the Board of Trustees, one of whom shall be designated chairman, appointed by the President and confirmed by the Board of Trustees.

Present Article 13, Section 7:

Section 7. The Committee on Public Relations shall consist of three (3) members of the Board of Trustees, one of whom shall be designated chairman, appointed by the President and confirmed by the Board of Trustees.

Amend Article 13, Section 8 to read:

Section 8. The Committee on K Relations shall consist of four (4) members of the Board of Trustees, one of whom shall be designated chairman, appointed by the President and confirmed by the Board of Trustees.

(Insert as Section 8; renumber present Sections 8, 9 and 10 to read Sections 9, 10 and 11.)

Amend Article 13, Section 11 to read:

Section 11. The duties of the seven (7) standing committees shall be defined in the Bylaws. All other committees shall be created or dissolved and have their duties defined by the Board of Trustees.

Present Article 13, Section 10 (to be renumbered Section 11):

Section 10. The duties of the five (5) standing committees shall be defined in the Bylaws. All other committees shall be created or dissolved and have their duties defined by the Board of Trustees.

BYLAWS

Amend Article 6, Section 4 to read:

Section 4. Trustees. The Trustees shall help define the administrative policies of Key Club International. Each trustee shall serve as an International Board Counselor for at least two (2) Key Club districts, representing these districts at meetings of the Board of Trustees and informing them about International Board policy. Each Trustee shall serve as a member of at least two (2) standing or temporary committees of the Board of Trustees and shall perform such other duties as may be assigned by the President with the approval of the Board of Trustees.

Add Article 12, Section 7 to read:

Section 7. The Committee on K Relations shall deal with matters relating to the relationship between all Kiwanis sponsored organizations. It will be responsible for developing projects and programs to expand and strengthen the relations between these organizations.

Present Article 6, Section 4:

Section 4. Trustees. The Trustees shall help define the administrative policies of Key Club International. Each Trustee shall serve as an International Board Counselor for at least two (2) Key Club districts, representing these districts at meetings of the Board of Trustees and informing them about International Board policy. Each Trustee shall serve as a member of at least one (1) standing or temporary committee of the Board of Trustees and shall perform such other duties as may be assigned by the President with the approval of the Board of Trustees.

CONSTITUTION

Present Article 6, Section 1: Membership in Clubs

The membership of individual Key Clubs shall consist of young men from the four upper classes (or the five upper classes in the Canadian Provinces where high school is of a five year duration) of the high school in which they are enrolled, interested in service, qualified scholastically of good character, possessing leadership potential, and approved by the school principal or his official representative.

Insert

This provision applies to the membership of all Key Clubs, except in certain states or provinces, or within certain local school jurisdictions, whose membership may be composed in accordance with the policies and procedures established by Kiwanis International.

BYLAWS

Present Article 2, Section 1: Membership in Clubs

Any young man possessing the qualifications prescribed in Article VI of the Constitution of Key Club International may become an active member in the Key Club of his high school.

Insert

This provision applies to the membership of all Key Clubs, except in certain states or provinces, or within certain local school jurisdictions, whose membership may be composed in accordance with the policies and procedures established by Kiwanis International.

SUGGESTED GUIDELINES FOR DISTRICTS IN WHICH KEY CLUBS HAVE ADMITTED YOUNG WOMEN TO MEMBERSHIP

Background

With the adoption of a new policy related to the membership of Key Clubs where state or provincial statutes or local school board directives mandate a change in policy if local Key Clubs are to exist and with the approval of the district in which these concerns exist, sime local Key Clubs may have both young men and young women as members.

This obviously makes it possible for meetings of all sorts normally held within districts to find both young men and young women in attendance since they would hold equal stature as members of local Key Clubs.

Therefore consideration must be given to the best methods to be used in handling such division or district meetings in order that the best interests of the Key Club members may be served and the sponsorship responsibilities of the local Kiwanis Clubs and the Kiwanis Districts may be clearly defined.

Responsibility

A local Kiwanis Club which sponsors a Key Club has the responsibility for its operation in full cooperation with the school administration.

Naturally the operation of the local Key Club will find the faculty adviser basically in charge.

However when local Key Club members are to attend meetings outside of the local school, the Kiwanis sponsor has a responsibility to become involved thus assisting the local school administration in handling the normal functioning of the Key Club's operation.

When a division or district meeting of Key Club members is to be held, there is a joint responsibility which exists between the local community Kiwanians and school representatives and the Kiwanians at the division or district level who set up the meeting.

The Kiwanis District Board should be knowledgeable about scheduled meetings especially those involving representatives from clubs throughout the entire Key Club District. The Key Club Administrator is the representative of the Kiwanis District Governor and the Kiwanis District Board. He must, therefore, be aware of any plans or procedures set forth by the Kiwanis District Board for the operation of the Key Club District.

Obviously the basic responsibilities accepted by the local club, the school administration, the Kiwanis leadership at division and district levels and especially the responsibilities of the District Key Club Administrator take on new meaning when both young men and young women may be involved in meetings away from the local school system.

Suggested Guidelines

1. Local Key Club activities:

   No local Key Club activities should be carried on outside of the local school

without without the presence of both male and female supervision either provided by the school or made possible through the cooperation of the local Kiwanis Club.

2. Division meetings:

A division meeting should be scheduled so that travel shall not encompass more than a normal day.

Both male and female supervision should be provided in each vehicle used for the travel to and from the division meeting. What is adequate supervision in terms of the number should be determined in consultation between the local school administration and the local Kiwanis Club.

The Kiwanis District may want to offer guidelines in this area should it so desire.

3. District meetings:

Every effort should be made to reduce the number of district meetings requiring over-night accommodations with the necessary supervision.

Well planned division meetings can be developed to provide many of the aspects of a district-wide meeting and thus reduce the number and the length of time required to operate a district-wide function.

A central location for any district-wide meeting should be established in order to limit the necessary travel time both to and from such sessions.

The Kiwanis District Board should establish the minimum supervision which will be allowed both for male and female students at any district-wide meeting. The Kiwanis District Board, through its Key Club Administrator, should inform every Key Club what these requirements are and at the same time notify the local Key Club and local Kiwanis Club sponsor that young men and young women will not be allowed to register for or to attend a district-wide session where these requirements are not met.

No agenda for a district-wide meeting should be approved by a Key Club Administrator which would require more than one night's stay in the city selected for the district-wide meeting.

Travel to and from the meeting site including the conclusion of business on the agenda should not encompass more than two days.

It would be highly recommended that not more than one district-wide meeting be approved in any one school year for Key Clubs by the Kiwanis District Board.

In all of the discussion of procedures to be followed, it is urged that both Kiwanis and Key Club leadership be involved. However, the final determination of guidelines to be used is the responsibility of the Kiwanis District Board as far as district-wide functions are concerned.

Announcement of Guidelines

All established guidelines should be announced to all Kiwanis Clubs and Key Clubs together with their faculty advisors. The district bulletin and/or an appropriate release should be used.

Action taken by the Kiwanis District Board should be incorporated in the minutes of the meeting of the Board when such matters are considered and finalized. These minutes will be deemed to have informed Kiwanis International of any action taken.

Kiwanis International will be willing to confer with district leaders through the functioning of the General Office or through the International Counselor relationship to the district on matters relating to these Key Club Guidelines should such be desired.

REPORT OF BOARD COMMITTEE ON LAWS AND POLICIES

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 3, 1975

Place of Committee Meeting: General Office

Present: Members - Dwight F. Gallivan, Maurice Gladman
Chairman - Hilmer L. Solberg
Staff Members - Fay H. McDonald, L. A. Hapgood
Others - Roy W. Davis

Adjustment of Policies re Territorial Limits and Games of Chance

1. Paragraph 6b on page A9 needs revision because there is a quotation from the former wording of Article IV, Section 2, of the International Bylaws. Also, it is necessary to retain this paragraph because there will be districts wherein the district shall determine that no clubs may engage in games of chance even though such are legal. Furthermore, the new wording of Article IV, Section 2, of the International Bylaws does not exclude drawings at a club meeting as did the former wording of Article IV, Section 2, of the International Bylaws.

   Recommendation #1:

   The committee recommends that paragraph 6b on page A9 of the Policies be revised to read: "For the purpose of clarifying the intent of its official policy, the Board of Trustees makes the following interpretation concerning the provisions of Article IV, Section 2, of the International Bylaws re the use of lotteries, raffles, drawings or other games of chance for the guidance of clubs located in those districts whose district policies or bylaw provisions prohibit the use of such activities by clubs: Such prohibition is intended to cover all such activities wherein funds are sought to be procured or raised from the public and is not intended to cover drawings held at a meeting of a Kiwanis club and confined primarily to the membership, the principle purpose of which is to encourage attendance and/or fellowship."

   I move that recommendation 1 be adopted.

   (adopted)

2. Paragraph 6c on page A9 of the Policies requires a revision because the current paragraph refers to the former wording of Article IV, Section 2, of the International Bylaws and it is necessary to incorporate the quotation from Article IV, Section 2, of the International Bylaws as amended on June 25, 1975 in Atlanta.

   Recommendation #2:

   The committee recommends that paragraph 6c on page A9 of the Policies be revised as follows:

c. The provision of Section 2, Article IV, which reads:

> "Nothing contained herein shall permit any chartered Kiwanis club by its activities to impugn the good name of Kiwanis...." is interpreted to cover activities both within and without the meetings of the club.

I move that recommendation 2 be adopted.

(adopted)

3. Paragraph 6d on page A9 and 6f (1) on Page A10 are identical and there is no need for such repetition. Therefore, the only statement needed is that in paragraph 6f (1). However, there is the need to revise current paragraph 6f (1) because of the elimination of territorial limits.

Recommendation #3:

The committee recommends that paragraph 6d on page A9 be eliminated and that paragraph 6f (1) on page A10 be reworded as follows: "All solicitations for funds by a Kiwanis club shall be confined to the general area in which the club functions except by mutual understanding and agreement of clubs in the division or district for a common purpose. Should controversy arise between clubs over solicitation of funds or the promotion of fund-raising projects, in such controversies every effort should be expended by all parties concerned to amicably resolve the differences.

I move that recommendation 3 be adopted.

(adopted)

4. With the new wording to Article IV, Section 2, of the International Bylaws, paragraph 6e on page A9 of the Policies is no longer applicable.

Recommendation #4:

The committee recommends that paragraph 6e on pages A9 and A10 of the Policies be deleted.

I move that recommendation 4 be adopted.

(adopted)

5. Paragraph 9 of page C4 of the Policies covering territorial limits no longer is applicable because of the elimination of territorial limits at the Atlanta Convention. However, the committee believes that some statement should be contained in Policies should an older club insist on exclusive possession of territorial limits granted prior to the action of the delegate body on June 25, 1975, in Atlanta. It is suggested that the second and third paragraphs of paragraph 9a be retained.

Recommendation #5:

The committee recommends that current paragraph 9 beginning on page C4 be

revised to simply read as follows:

9. Pursuant to action taken by the delegate body at the convention held June 25, 1975, at Atlanta, Georgia, club territorial limits no longer exist.

I move that recommendation 5 be adopted.

(adopted)

6. Paragraph A4 on page C25 of the Policies requires revision to eliminate reference to Circle K because of the new procedure on amending the Circle K International Constitution and Bylaws. Further, the Board Committee on Key Clubs requests an additional statement be added to paragraph A4. This additional statement is contained in the following recommendation:

Recommendation #6:

The committee recommends that paragraph A4 on page C25 of the Policies be amended to read as follows:

4. Amendments to the Key Club International Constitution and Bylaws

   a. All amendments to the Key Club International Constitution or Bylaws are to be reviewed by the Board Committee on Laws and Policies of Kiwanis International prior to the submission to a Key Club International Convention.

   b. It is understood that the authority is vested in the Board of Trustees of Kiwanis International to make necessary adjustments to the Key Club International Constitution and Bylaws and that said Board, on having made these changes, will so inform the Key Club International Board of the changes so made.

I move that recommendation 6 be adopted.

(adopted)

7. The new procedure on amending the Constitution and Bylaws of Circle K International should be inserted in paragraph IV on page C29 of the Policies.

Recommendation #7:

The committee recommends that paragraph IV on page C29 of the Policies be deleted and the following inserted in its place: "A. The Constitution and Bylaws of Circle K International shall be amended only by the Board of Trustees of Kiwanis International. B. Any resolution adopted by Circle K International shall become effective only when approved by the Board of Trustees of Kiwanis International."

I move that recommendation 7 be adopted.

(adopted)

Amendments to the Constitution and Bylaws of the European Federation

Attached as Exhibit A is a copy of the amendments adopted by the delegate body of the 1975 European Federation Convention. The committee finds these amendments to be in order and makes the following recommendation:

Recommendation #8:

> The committee recommends that the amendments to the Constitution and Bylaws of the European Federation as contained in Exhibit A, attached to this report, be approved.
>
> I move that recommendation 8 be adopted.
>
> (adopted)

Great Neck, New York Situation

There was to be a hearing re the Great Neck, New York suit prior to the convening of this Board session. Therefore, it was thought that there might be a matter of interest to report. However, the hearing was postponed until October 6, and the case is assigned to another judge because the former judge disqualified himself for reasons of having had a Kiwanis club membership.

New England District Bylaw Amendments

At the 1974 New England District Convention, Article XII, Section 6, of the New England District Bylaws was amended for the purpose of instituting a plan of a continuing district secretary. By action of this Board at the February 1975 Board meeting, the New England District was advised of the inability of the Board to approve of the amendment as submitted and that the district might resubmit the amendment if corrections were made as requested. The delegate body of the 1975 New England District Convention did revise the 1974 amendment as requested. The committee finds the amendment to be in order and it may now be approved.

Recommendation #9:

> The committee recommends that the proposed amendment, attached as Exhibit B, as submitted by the New England District concerning the method of selection of a District Secretary be approved as adopted by the delegate body at the 1975 New England District Convention.
>
> I move that recommendation 9 be adopted.
>
> (adopted)

Suggested changes in the Key Club International Constitution and Bylaws

The Board Committee on Key Clubs requested that this committee examine a proposed addition to Article VI, Section 1, of the Constitution of Key Club International and to Article II, Section 1, of the Bylaws of Key Club International. The addition to be added to both of these sections is proposed to be worded as follows: "This provision applies to the membership of all Key Clubs, except in certain states or provinces, or within certain local school jurisdictions wherein co-educational membership is required and when in accordance with policies and procedures established by Kiwanis International.

Recommendation #10:

The committee recommends that Article VI, Section 1, of the Constitution of Key Club International and Article II, Section 1, of the Bylaws of Key Club International be amended to read as follows: "This provision applies to the membership of all Key Clubs except in certain states or provinces or within certain local school jurisdictions wherein co-educational membership is required and when in accordance with policies and procedures established by Kiwanis International."

I move that recommendation 10 be adopted.

(adopted)

I move this report be received.

Respectfully submitted,

DWIGHT F. GALLIVAN

MAURICE GLADMAN

HILMAR L. SOLBERG, Chairman

Exhibit A

AMENDMENTS to the CONSTITUTION and BYLAWS of the EUROPEAN FEDERATION

ADOPTED at the EIGHTH ANNUAL CONVENTION in LIEGE

CONSTITUTION - Article X - International Council

Delete the present reading of the entire Article X with the exception of Section 3a and replace it by the following:

Article X - EUROPEAN Council

Section 1 The European Council shall be comprised of one (1) representative from each of the several districts, the district governor of each of the several districts, and the Board of Trustees as hereinafter provided.

Section 2 The representatives of a district to the European Council shall be selected for a term of two years by the district to which his home club belongs. Such selection must be determined in the district at least thirty (30) days prior to the European Convention at which the election is confirmed.

Section 3 Prior to the annual convention the European Council shall select the members of the Board of Trustees of Kiwanis International-Europe.* The election of these officers is confirmed at the annual convention.

Section 4 The European Council shall confer and advise with the Board of Trustees on matters relating to Kiwanis International-Europe.* By a vote of two-thirds (2/3) of the entire Council the European Council may enact or amend the Bylaws of Kiwanis International-Europe* subject to the provisions of Article XVIII of the Constitution, provided a copy of any proposed amendment to the Bylaws is sent to each member of the Council fifteen (15) days prior to the meeting of the Council.

Section 5 The President shall preside at the meetings of the European Council; in his absence the First Vice-President shall preside; in the absence of both the President and the First Vice-President, the Second Vice-President shall preside. In the absence of the President and the two Vice-Presidents, the Council shall elect a chairman.

Section 6 A vacancy occurring in any elective office shall be filled in the manner prescribed in the Bylaws.

BYLAWS - Article VI - Duties of Officers - Section 6 Treasurer

Amended to read:

The Treasurer shall regularly review the financial condition 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.

* or the European Federation of Kiwanis International when amended.

BYLAWS - Article XI - Finance and Accounting - Section 3

Amended 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 France (SFr. 2.--) of which shall be placed in a special Convention Account and used only for the operation of the annual convention; and one dollar (1$) of which in U.S. currency will be collected by Kiwanis International-Europe* and remitted semi-annually to Kiwanis International to be used to underwrite Kiwanis International World Secretariat and International extension. The Board of Trustees shall determine the upper and lower limits of the annual dues payable to the districts; such annual dues may not be less than six Swiss Francs (SFr. 6.--) or in excess of thirty-five Swiss Francs (SFr. 35.--). The dues payable by individual members to their clubs shall not be less than the sum total of the dues payable to Kiwanis International-Europe,* the dues payable to the district and such additional amount that is necessary for the operation of the club. 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.

The following amendments to the Bylaws of the New England District were adopted by the district delegate body on September 13, 1975.

ARTICLE XII, SECTION 12, to read:

Effective upon approval by Kiwanis International the District Secretary shall be elected as follows:

This person, after proper investigation and interview, shall be recommended to the Board of Trustees by a Select Committee composed of five members of the Past Governors Committee who are elected annually by the Past Governors at their Mid-Winter Conference Meeting. To implement this plan the first time, immediate action shall be taken after the passing of the amendment.

The recommended person may then be approved by the Board of Trustees at any called Meeting of the Board.

The Board may elect its own nominee, without recommendation by a two thirds vote of the Board. The District Secretary shall continue to serve unless either removed by recommendation of the Select Committee and approved by the Board of Trustees, or by a two thirds vote of the Board without recommendation by the Select Committee.

Job specifications and compensation shall be determined by the Board of Trustees.

Job performance of the District Secretary shall be reviewed annually by the Select Committee and the Board of Trustees at the time of the Mid-Winter Conference.

The same procedure shall be followed for the selection of any successor.

ARTICLE VI, Section 1, to read:

The Board of Trustees shall consist of the Governor, the Governor-elect, the Immediate Past Governor, the Lieutenant Governors, the Secretary and the Treasurer. The Secretary shall be a member without voting privileges.

REPORT OF BOARD COMMITTEE ON LEADERSHIP AND COUNCIL

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 2, 1975

Place of Committee Meeting: General Office

Present: Members - E. B. McKitrick, Douglas Wasson
Chairman - Ernest Sturch, Jr.
Staff Members - Percy H. Shue, L. A. Hapgood
Others - Stanley E. Schneider, John T. Roberts

Council 1975

The committee made a final review of the Council program details and is especially interested in making certain that all members of the Board understand their individual roles in the implementation of the Council program. Several points perhaps need reviewing with respect to Board member roles in the sessions scheduled for Sunday afternoon, Monday morning, and Monday afternoon, so we are providing you separately some additional notes on your participation in these.

Sufficient other detail, we believe, appears in the printed Official Council Program.

February Conference for Governors-elect

The February Conference for Governors-elect will be held here in Chicago on February 4 and 5. While the committee recommends no major change in conference objective, it does recommend a change in the total time allotted to the conference and it is also asking the Staff to explore some variations in methodology of instruction.

After consultation with the President-elect and the Staff, the committee is unanimous in recommending that additional time be made available for this conference and that, in particular, additional time be devoted to instruction on the techniques of leadership education. This additional time will become available if, instead of opening the conference with a luncheon at noon on Wednesday, February 4, we open the conference with a breakfast on February 4. While this will necessitate the arrival of the governors-elect by the previous evening, it will not appreciably increase the cost of the conference because most governors-elect always arrive the evening before. There would be no change in the scheduled conference adjournment time of early afternoon on Thursday, the following day.

If the Board approves our recommendation for starting this conference with a Wednesday morning breakfast, we anticipate that the Wednesday morning session of the conference would deal primarily with the subject of leadership education techniques and be presented by members of the Staff, the President-elect presiding.

Recommendation #1:

The committee recommends that the February Conference for 1975-76 Governors-elect open with a breakfast on Wednesday, February 4, and be adjourned at 2:30 p.m. on Thursday, February 5.

I move that recommendation 1 be adopted.
(adopted)

Evaluation of the Leadership Education Experience (1975)

Last year's Board Committee on Leadership and Education initiated two approaches to evaluating leadership education conferences at the district level.

Percy Shue, Director of Communications Services, attended Governors-elect Conferences for Lieutenant Governors-designate in the Capital District (where the conference was held as a detached and separate conference in July) and in the Ohio District (where the conference was held as a part of the total district convention schedule). At these, he functioned solely as observer and evaluator, and he has submitted to the committee detailed reports on each of these. Without going into details of these reports, let us say that certain of his findings and observations regarding coverage of the recommended agenda, the techniques of instruction, and variations among districts in assigning primary responsibility for structuring educational conferences will affect our recommended leadership education procedures and our leadership education materials for next year. We strongly recommend that we continue this approach another year.

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 two districts in the summer of 1976.
>
> I move that recommendation 2 be adopted.
>
> (adopted)

The other innovation of last year's committee with the development and distribution of a three-page Conference Evaluation Report form, which was mailed to Governors-elect and District Secretaries, as well as to lieutenant governors-designate and presidents-designate selected at random but representing all districts. The replies have been substantial and the results tabulated. In general, these confirm satisfaction with Kiwanis International leadership education materials, heavy reliance upon our Lesson Plans as agenda, acceptance of our recommendations regarding time allotted for the particular conferences, full cooperation of district leaders asked to assist in instruction, and a firm conviction that the conferences held were excellent or better. Along with these returnscame several recommendations for specific change or adjustment, but most by far reflect support for our plan and our objective as well as a serious effort to carry though in a creditable manner. We well know the limitations of such forms in conveying all realities, but we have been encouraged by what was conveyed.

Regional Conference for Lieutenant Governors, October 25

The first Regional Conference for Lieutenant Governors conducted by Kiwanis International will be held on Saturday, October 25, at Newark, New Jersey. At the moment, approximately 50 lieutenant governors from the northeastern area have indicated their intention of participating. The theme of the Conference will be "The Lieutenant Governor and His Clubs," and special emphasis will be given to growth. This is an experiment, and our evaluation of it will determine whether and when we might plan additional conferences for other areas.

1976-77 District, Division, and Club Leadership Plan

The committee recommends no change in the basic plan of leadership education for next year. This means that we will plan to:

---Have a second Conference for Governors-elect at San Diego on the Saturday preceding the opening of the Convention

---Encourage district leadership to complete leadership education conferences for lieutenant governors-designate by the end of July and those for club officers-designate by the end of August

---Encourage all club presidents-designate to complete Club Program Development by the time of the second regular meeting in October

The committee does anticipate some adjustment of the agenda and the involvement of 1976-77 International Committee Chairmen at the San Diego Conference for Governors-elect, but we will not make final decisions on program details prior to our February meeting.

1976-77 Distribution and Mailing Schedule of Leadership Education Materials

Between now and our February meeting, the committee will carefully scrutinize last year's Distribution and Mailing Schedule to see whether we can reduce the quantities of materials mailed out to districts and clubs, but we anticipate no appreciable change in the schedule of mailings. Club Presidents Packages will continue to be mailed to current secretaries except in those district which request bulk shipment for their own direct distribution.

Leadership Education Materials: Revision, Addition, Discontinuance

The committee has asked the staff to have available for the February meeting of the committee two tentative slide/cassette presentations using the methods and materials incorporated in the production of the slide/cassette production this past year on "The Responsibilities of the President-designate": (1) a presentation which would add to the resources a lieutenant governor-designate can use in instructing club officers-designate, and (2) a presentation which a Kiwanis club could use in providing basic Kiwanis education to newly or recently inducted members. It is the judgment of the Staff that the development of tentative slides and cassettes which will be entirely adequate for the committee to make a decision in February does not necessitate this being referred to the Finance Committee for approval as an additional or separate item of financing in this interim period.

Among topics which might be developed for use by the lieutenant governor-designate are "Club Committee Functioning." "Project Organization and Implementation," "Functioning of the Board of Directors," "Conducting a Good Club Meeting," and other such topics akin to those we currently have in the Kiwanis Education Tape series.

I move this report be received.

Respectfully submitted,

E. B. McKITRICK

DOUGLAS WASSON

ERNEST STURCH, JR., Chairman

REPORT OF BOARD COMMITTEE ON MEMBERSHIP GROWTH AND EDUCATION

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 2, 1975

Place of Committee Meeting: General Office

Present: Members - Dwight F. Gallivan, Ernest Sturch, Jr.
Chairman - Jack P. Delf
Staff Member - Richard A. Misch
Others - Ted R. Osborn, Maurice Gladman, Mark A. Smith, Jr., Paul Chandler, Stephen H. Hart, Jr.

Review of Trend Membership Figures for the 1974-75 Administrative Year; New Member Add and Percentage Factors for the Period Ending August 31, 1975; and Membership Growth Patterns of Districts over Two Administrative Years

The Board Committee reviewed the above listed agenda topics as one as they pertain to membership statistics. The Board Committee received a report on the trend growth of Kiwanis International between the periods of March 31, 1975 and August 31, 1975. The trend growth is 5,051 members for this five-month period.

The Board Committee then reviewed the new member add and percentage factor reports for the period ending August 31, 1975. The percentage report shows that Kiwanis International is slightly ahead of the previous administrative year. Kiwanis International should exceed 50,000 new member adds when the September figures are received.

The Board Committee received a report on the membership growth patterns of districts over two administrative years. It was found that twenty (20) districts reflected losses of membership in the second six months of an administrative year when compared to the certified membership of March 31. Also, the Board Committee noted that out of the ten (10) districts which reflected an increased membership gain in the last six months of an administrative year, only three (3) of these districts reflected any appreciable gain in that period of time.

The Board Committee then discussed the types of programs which might assist in growth in the last half of an administrative year. This will be covered later in this report.

Report on Training Assistance Given to Districts for the 1975-76 Administrative Year

The Board Committee received the following report as it pertains to training in the California-Nevada-Hawaii, Indiana, Illinois-Eastern Iowa, Montana, and Texas-Oklahoma districts. After receiving the report, the Board Committee discussed the various levels of training, beginning with the governor-elect to the lieutenant governor to club officers. It was the feeling of the Board Committee that the training of governor-elect and lieutenant governor received adequate time with regard to membership growth and education. But they expressed concern over the training of club officers and the amount of time that was provided on agenda either at district conventions or lieutenant governor training conferences for this most

important subject. The Board Committee also discussed possible ways of standardizing the training that is received at the district, division and club levels. The committee felt that there was tremendous dilution in this training as it related from the governor to the lieutenant governor and then, in turn, from the lieutenant governor to the club president. It was the consensus of the committee that growth and retention are not only vital to Kiwanis International as a whole, but also to each Kiwanis club in relationship to the service it can render.

The committee then discussed various methods by which this may be accomplished. The committee then directed the staff to study the possibility of the appointment of a growth coordinator - this would be a Kiwanian in the district who had the time and ability to travel and present training sessions on membership growth and retention to division councils or divisional meetings where he would have contacts with club officers. It was also suggested the possibility of using the services of one of the Field Service men in an assigned district to try this as a trial program.

The committee fully realizes from the pilot program that was used in the Pennsylvania District that a program of this nature can be successful if augmented by volunteer professionally trained growth coordinators or Field Service Representatives.

Recommendation #1:

> The committee recommends that pilot programs that utilize the talents of a Field Service Representative in one district and a growth coordinator in another district for the purpose of training in membership growth and education as it relates to club officers, be authorized; that $2500 be provided to be used as expense monies for the trained volunteer growth coordinator.
>
> I move that recommendation 1 be adopted.
>
> (adopted and referred to Finance Committee)

Report on Planned Regional Training Program for Lieutenant Governors on October 25, 1975

The Board Committee received a report on the planned regional training program for lieutenant governors. This regional training conference will take place in Newark, New Jersey on October 25, at the Holiday Inn. There will be approximately forty lieutenant governors representing seven districts in attendance. The participants will be asked to evaluate this conference as to its value and the Board Committee has requested that this information be forwarded to them for their review.

Discussion of Support Materials for Operation S.A.M. - Save a Member Form and Mr. President This is Your Number One Target

The Board Committee discussed various ways of promoting the program Operation S.A.M. and the necessary support materials required. The Board Committee directed the Staff to do further study and preparation for the next Board meeting on such items as new member utilization; the filmstrip, "The Man Who Wears the K," (for use not only in the retention of members, but also in the promotion of membership growth); and a pocket booklet for club presidents.

Kiwanis Membership Entry Date

The Board Committee reviewed correspondence that has transpired between Thor Hauff, secretary of the Kiwanis Club of Richland, Washington, the General Office, Jack Delf, Chairman of the Board Committee, and Mel Dennis, Secretary of the Pacific Northwest District. The Board Committee advised the Staff to review the various statements in the Club Secretary's Manual relating to entry date and that if there was a need for clarification, that this be done. The committee also directed that after this is accomplished, Thor Hauff and Mel Dennis be informed.

Florida Ruby K Club

The committee received information pertaining to the Florida Ruby K Club, which is a club whose membership requirements are any Kiwanian in the district who has recruited five or more new members in one administrative year is eligible for membership. The committee felt that this idea had merit and could be carried as a promotional suggestion to other districts.

New Member Sponsor Award Program - Discussion of International President's Award to be used in the Last Six Months of an Administrative Year

The Board Committee discussed at length the problem of growth in the last half of an administrative year. It was the feeling of the committee that an incentive program of this type would assist greatly if it were properly promoted throughout Kiwanis International. After further discussion, the committee felt that the International President's Award should be given for the sponsorship of one (1) new member during the period of July 1 through September 30; that it should be featured in the June and July issues of The Kiwanis Magazine, the BKO, and all other avenues of promotion open; that the promotional campaign should be coordinated so that it has the greatest sales impact on the membership.

Recommendation #2:

The committee recommends that an International President's Award be approved to be given to each Kiwanian who sponsors one (1) new member from July 1, 1976 to September 30, 1976 and that $5000 be provided for this purpose.

I move that recommendation 2 be adopted.

(adopted and referred to Finance Committee)

Board Committee Discussion Relating to Membership Growth and Education

The Board Committee expressed their concern over the fact that there are 1216 clubs with a membership of twenty (20) or less; there are 5 clubs with a membership of 1 to 5; 103 clubs with a membership of 6 to 10; 405 clubs with a membership of 11 to 15; and 703 clubs with a membership of 16 to 20. In the last three (3) administrative years, since September, 1972 to September, 1975, the number of clubs with 1 to 20 members has increased from 891 to 1216 clubs.

The Board Committee then discussed various ways of developing a program aimed at clubs of this size. It was the feeling of the committee that a program of this type should not conflict with the 30% New Member Add program in any way, but should be designed to augment the 30% New Member Add program, because clubs of this size will be asked to go beyond 30% to bring their membership up to 26.

The committee strongly recommends that a program entitled, "26 in '76", be promoted and implemented; that Special Club Services be informed and assist in the implementation and promotion of the program through each district; that an appropriate award in the form of a banner patch be presented to all clubs whose beginning membership was twenty (20) or less and which attain a membership of twenty-six (26) or more in the 1975-76 administrative year.

The Board Committee desires to inform members of the Board about an idea being used in the Indiana District. In their district bulletin and report of clubs they will use a column entitled "Membership Goal." Attached as Exhibit 1 is the format they are using. The committee was of the opinion that this was an excellent idea to aid in the promotion of the 30% New Member Add program. The committee requests that district counselors aid in the promotion of this idea, also that the Staff contact each district secretary and bulletin editor outlining this change in the grid report and its use.

The Board Committee returned to the subject of training as it relates to membership growth and education. The committee strongly urges that consideration be given in the next preparation of visual aids and that it be used for the purpose of membership growth and retention. The committee felt that this was of the utmost importance for the uniformity in training club officers in membership growth and retention; that each lieutenant governor have a copy of the visual aid and script for his use in training of club officers.

Recommendation #3:

The Board Committee recommends that the next visual aid to be produced for the KET series be for membership growth and education.

I move that recommendation 3 be adopted.

(adopted)

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

I move this report be received.

Respectfully submitted,

DWIGHT F. GALLIVAN

ERNEST STURCH, JR.

JACK P. DELF, Chairman

Pts. PR	2M	Attend. 1M	Attend. Pts.	Members No. Oct. 1	Goal 30%	New Members To Date	Membership Goal Points	Pts. PRG	Inter-Club No.	Inter-Club Pts.	Number of Activities KEA	Number of Activities SC	Number of Activities YS	Number of Activities CS	Number of Activities SY	Bonus Points NC	Bonus Points CA	Bonus Points ME	TC

Exhibit #11

REPORT OF BOARD COMMITTEE ON NEW CLUB BUILDING

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 2, 1975

Place of Committee Meeting: General Office

Present: Members - Ralph C. Keyes, Drew M. Petersen,M.D.
Chairman - Mark A. Smith, Jr.
Staff - R.M. Detloff, A.J. Bryan, R.P. Merridew, L.A. Hapgood
Others - Roy W. Davis, Carl F. Miller, Paul Chandler, Ted R. Osborn

1. Revocation of Charters

The Committee reviewed information provided by the Staff relating to the proposed revocation of charters and the following forty-one (41) charters are recommended to the Board for revocation:

Center Point, Birmingham, Alabama
Buena Park, California
Eastlake Oakland, California
**East Oakland, California
*El Camino Real, Los Altos, California
**Grossmont, California
*San Lorenzo Village, California
*Santa Barbara City Breakfast, California
**Tiftarea, Tifton, Georgia
Central Lafourche, Lockport, Louisiana
Enderlin, North Dakota
Newport, Maine
Barre, Massachusetts
Methuen, Massachusetts
Barrington, Rhode Island
East Windsor-Hightstown Area, New Jersey
Manalapan-Englishtown, New Jersey
*Whitehouse, New Jersey
Pittsford, New York
Poestenkill, New York
Brook Park, Ohio
Mount Washington, Cincinnati, Ohio
Hanford, Richland, Washington
Marcus Whitman, Walla Walla, Washington
Mason Dixon, Shrewsbury, Pennsylvania
Clifton Morenci, Arizona
Pinetop Lakeside, Arizona
Safford, Mt. Graham, Arizona
Lordsburg, New Mexico
El Paso-Conquistador, Texas
Childress, Texas
Overton, Texas
Pecos, Texas
Spring, Texas
Atoka, Oklahoma
Broken Arrow, Oklahoma
Marietta, Oklahoma
Stigler, Oklahoma
Tecumseh, Oklahoma
Tuttle, Oklahoma
Mount Hope, West Virginia

*Members joined other Kiwanis Clubs
**Charter being retired - membership joined other club

Recommendation #1:

The committee recommends that the charters of the above listed forty-one (41) clubs be revoked.

I move that recommendation 1 be adopted.

(adopted)

2. New Club Building Statistics 1974-75

Three hundred and nineteen (319) new Kiwanis clubs have been organized this year. This sets a new ALL TIME RECORD exceeding that of 301 established in 1973-74.

Two hundred and twenty-seven (227) clubs have been organized in the twenty-eight districts comprising the United States; nineteen (19) in the two (2) Canadian districts; one (1) in the Andean District; one (1) in the Australia District; (6) in the New Zealand District; twenty-three (23) in the Philippines District; eight (8) in non-districted areas; and thirty-four (34) in the European Federation.

Seven thousand, two hundred and eighty (7,280) new members have been brought into Kiwanis through the formation of these 319 new Kiwanis clubs.

The CAROLINAS DISTRICT has set a new ALL-TIME RECORD with the building of 23 new clubs. The previous record was established in 1924 when 16 clubs were completed.

The FLORIDA DISTRICT has set a new ALL-TIME RECORD with the building of 16 new clubs. The previous record of 15 new clubs was established in 1948 and tied in 1961.

A breakdown by district is attached as Exhibit A.

The committee reviewed the statistics presented with a great deal of satisfaction. Discussion ensued as to steps that might be taken to continue this excellent growth record during 1975-76.

The committee wishes to commend Alonzo Bryan, Director, and the Field Service Representatives for the part they played in the formation of these 319 new Kiwanis clubs. They are truly dedicated Kiwanians giving of their very best to assist the district leadership in the areas they are assigned.

DAVIS CUP AWARDS

As of this date awards have been presented to: 13 District Governors; 64 Lieutenant Governors; and twenty-nine club presidents.

Leslie H. Garner of the Carolinas District tops the list of lieutenant governors having organized 13 new clubs; Gene de Jesus, Philippines 10; the following 4 each: Paul J. Cammack, Missouri-Arkansas; Alejo Caloza and Carlos A. Millete, Philippines; Melvin Lemmons, Texas-Oklahoma; Robert M. Stuckwisch, Wisconsin-Upper Michigan; Jacques Verecken, Benelux-France-Monaco. Three (3) each: Dr. W. Harry Hunn and Elwood Hogan, Jr., Florida; William D. Lawson, Kentucky-Tennessee; William C. Hershiser, Michigan; L.B. Thomas, Missouri-Arkansas; James Hudson, and Phillip Alan Murphy, Texas-Oklahoma.

Presidents of clubs sponsoring four (4) new clubs: Ira Norfolk, Greenville-University City, North Carolina; Dr. Andres E. Atega, Cabadbaran, Philippines; and Ron C. Lindberg, Escanaba, Bay Shore, Michigan.

3. New Club Building Promotion 1975-76

The committee reviewed the promotional endeavors of Hedley G. Ivany, Chairman Worldwide East, and C.T. Bush,Sr., Chairman Worldwide West, and are in accord that a trophy be presented in recognition of New Club Building efforts during 1975-76. The OSBORN DERBY TROPHY is a small horse on a pedestal which will be presented based on the criteria attached as Exhibit B. A trophy is to be given to the Field Service Representatives so as to be available in the districts at conferences, or other meetings, so as to give as much exposure to this award as practical. President Ted plans to place emphasis on this award during his presentations at Council.

Recommendation #2:

The committee recommends that a trophy be presented to the builders of new Kiwanis clubs based on the criteria suggested by the Chairmen of the International Committee on New Club Building Worldwide East and Worldwide West.

I move that recommendation #2 be adopted.

(adopted)

4. Field Service Representatives

The committee reviewed the activities of the Field Service Representatives and their relationship to the districts they serve. Consideration was given to a job description based on the principles attached as Exhibit C. This matter will be reviewed further at the Mid-Winter Meeting of the Committee.

5. Request of Montana District

The committee reviewed information relating to the Laurel, Montana club and the request of the Montana Board that consideration be given to the revocation of its charter. As this club is not currently listed as "not meeting" decision was held over till the Mid-Winter Meeting of this Board.

Recommendation #3:

The committee recommends that the Laurel, Montana club be officially listed as "not meeting" and that the club be notified of this action and that the matter will be again reviewed at the Mid-Winter Meeting of the Board.

I move that recommendation 3 be adopted.

(adopted)

6. Golden K Kiwanis Clubs

Senior Citizens or Retirees Clubs are increasing in popularity throughout the several districts. As many of these older men do not look kindly upon the term retirees or senior citizens, the words "Golden K" have proven to be popular. Actually, there is no difference in the precedure followed than in forming any new Kiwanis club. The exception being that in some instances the sponsoring club pays the $100 charter fee, and in a few instances subsidizes the administrative costs of operating the new club.

Recommendation #4:

The committee recommends that the sponsoring club may cover the $100 charter fee of a "Golden K" type Kiwanis club, as an approved community service project, from its activity account. Any additional amounts paid to assist in the administration of the club should come from the Administrative Funds of the sponsoring club.

I move that recommendation #4 be adopted.

(adopted)

I move this report be received.

Respectfully submitted,

RALPH C. KEYES
DREW M. PETERSEN, M.D.
MARK A. SMITH, JR., Chairman

Exhibit A

KIWANIS NEW CLUB BUILDING SCOREBOARD - 1974-75 DATE: OCTOBER 8, 1975

	All time high		Pledge	FINAL 1974-75 74/75	73/74
WORLDWIDE EAST					
ALABAMA	1947	11	3	2	6
CAPITAL	72-3 & 73-4	15	8	3	15
CAROLINAS	1924	16	18	* 23	7
EASTERN CANADA AND THE CARIBBEAN	1955	18	6	14	16
FLORIDA	1948 & 61	15	8	** 16	10
GEORGIA	1925	17	7	3	4
INDIANA	1921	21	10	10	6
KENTUCKY-TENNESSEE	1946	17	8	11	6
MICHIGAN	1951	20	3	4	3
NEW ENGLAND	1924	15	10	7	1
NEW JERSEY	1922 & 23	15	5	3	2
NEW YORK	1958	25	6	12	9
OHIO	1921	32	7	7	4
PENNSYLVANIA	1922	25	10	11	7
WEST VIRGINIA	1920 & 21	8	1	1	1
EUROPEAN FEDERATION			35	34	27
OVERSEAS EXTENSION (Caribbean Area-non districted)			5	4	1
			150		
WORLDWIDE EAST.....SUB TOTAL ...					165 125
WORLDWIDE WEST					
ANDEAN	1972-73	3	5	1	0
AUSTRALIA	1973-74	8	6	1	8
CALIFORNIA-NEVADA-HAWAII	1970-71	31	14	12	22
ILLINOIS-EASTERN IOWA	1920	19	15	4	9
KANSAS	1956	10	12	3	6
LOUISIANA-MISSISSIPPI-WEST TENN.	1954	25	16	4	10
MINNESOTA-DAKOTAS	1922	17	4	6	2
MISSOURI-ARKANSAS	1964	26	9	12	8
MONTANA	1973-74	6	6	2	6
NEBRASKA-IOWA	1923	16	8	13	4
NEW ZEALAND	1970-71	6	4	6	3
PACIFIC NORTHWEST	1947	35	16	11	14
PHILIPPINES	1973-74	29	30	23	29
ROCKY MOUNTAIN	1953	11	3	3	4
SOUTHWEST	1971-72	15	11	10	6
TEXAS-OKLAHOMA	1972-73	38	30	26	24
UTAH-IDAHO	1973-74	10	2	2	10
WESTERN CANADA	1919 & 55	8	5	5	5
WISCONSIN-UPPER MICHIGAN	1922 & 54	10	8	6	2
OVERSEAS EXTENSION (Asian-Pacific Area, Latin America)			15	4	4
			219		
WORLDWIDE WEST.....SUB TOTAL ...					154 176
KIWANIS INTERNATIONAL..TOTAL ...				*** 319	301

*Carolinas District has set a new all-time record.
**Florida District has set a new all-time record.
***KIWANIS INTERNATIONAL has set a new all-time record.

Exhibit B

A N N O U N C I N G

1975-76 ... KENTUCKY DERBY EXTRA ... to run ... OCTOBER 1, 1975 (til?)

Entry: New Kiwanis Clubs

Award: OSBORN DERBY TROPHY

Qualified as participants:

1. ALL MEMBERS OF THE INTERNATIONAL COMMITTEE ON NEW CLUB BUILDING

2. ALL DISTRICT GOVERNORS AND DISTRICT CHAIRMEN ON NEW CLUB BUILDING

   A. Having organized within the district - two (2) new Kiwanis clubs PRIOR TO DECEMBER 1, 1975 ... or ...

   B. Having 50% of the total number of divisions within the district organizing one (1) or more new Kiwanis clubs between OCTOBER 1, 1975 and SEPTEMBER 30, 1976.

3. ALL LIEUTENANT GOVERNORS AND CLUB PRESIDENTS

   A. Organizing one (1) new Kiwanis club prior to DECEMBER 1, 1975 ... or ...

   B. Organizing two (2) or more new Kiwanis clubs between OCTOBER 1, 1975 and SEPTEMBER 30, 1976.

Slogan: "BE AN OSBORN DERBY WINNER!"

Your 1975-76 International Committee

WORLDWIDE EAST

Hedley G. Ivany, Chairman
Rene Blazer
Harold W. Graafmeyer
James B. Richard

WORLDWIDE WEST

C. T. Bush, Sr., Chairman
Mark H. Alexander
H. B. Calleja, M.D.
W. Dale Waters

FIELD SERVICE REPRESENTATIVE

The primary responsibility of each Field Service Representative is to promote growth in new Kiwanis clubs and membership.

The Field Service Representative is not to be regarded as an authority in all phases of Kiwanis organization and operation, but he is knowledgeable about the sources of help for club, division, and district leadership, either from knowledgeable volunteers or from the General Office.

REPORT OF BOARD COMMITTEE ON OVERSEAS EXTENSION

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 2, 1975

Place of Committee Meeting: General Office

Present: Members - Merald T. Enstad, E. B. McKitrick, Ralph C. Keyes
Chairman - Roy W. Davis
Staff Members - Alonzo J. Bryan, Robert M. Detloff, R. P. Merridew, L. A. Hapgood
Others - Stephen H. Hart, Jr., Mark A. Smith, Jr., Paul Chandler, Maurice Gladman, Ted R. Osborn, Dwight H. Gallivan

I. Chairman Roy W. Davis reported concerning his Asia-Pacific trip. It was timed to permit attendance at the conventions of the Australian, New Zealand, and Philippine Districts, and the Conference in Hong Kong of unattached clubs in the Asia-Pacific area. The participation by the President in these conventions and conference proved to be most beneficial to Kiwanis in those areas.

In light of the many benefits derived from the participation of the President in these events, the committee made the following recommendation:

Recommendation #1:

The committee recommends that representation by the President, President-elect, International Treasurer or Vice-Presidents be provided to all non-federated district conventions outside of the United States and Canada and to any Asia-Pacific Conference. If in any instance the attendance of a staff person would be appropriate, such appointment would be considered in addition to those mentioned above.

I move that recommendation 1 be adopted and that this be referred to Laws and Policies to be placed properly in Policy Guides for Overseas Extension.

(adopted and referred to Committee on Laws and Policies)

In regard to counselors for Overseas districts, the committee considers that the elected representatives appointed to attend the non-federated district conventions as proposed in recommendation 1 should be considered the counselors of these districts.

II. Extension Manager Robert M. Detloff described his recently completed trip which included working with Kiwanians in Guam, Japan, Korea, Hong Kong, Republic of China, Philippines, Thailand, Malaysia, Singapore, Australia, and New Zealand. The Kiwanians of all areas appreciated his visit, and he was able to give significant help to them. He reported that he expects more rapid growth in all areas as a result of his work. The trip also provided background which will permit him to work more effectively as Manager of Extension with these overseas areas.

III. A written report by President Ted Osborn concerning his trip assignment to

the Andean District Convention in Bucaramanga, Colombia, and other Latin America countries, August 23-September 7, was then reviewed.

IV. Both Roy Davis and Robert Detloff stated that the Asia-Pacific Conference held in Hong Kong, August 28-30, was very successful in achieving its aims of Kiwanis education, preliminary discussion concerning the ultimate district status of non-districted clubs in the area, and developing fellowship and the feeling of belonging. Ninety-three delegates and thirty-seven wives attended with all Kiwanis Asia-Pacific nations but Thailand represented. The Conference was self-supporting and resulted in a surplus of $360 from registration fees.

Recommendation #2:

The committee recommends that the Board and staff work out the details for an Asia-Pacific Conference to be held in Singapore during the current administrative year and that this next conference be used for the basis for future study.

I move that recommendation 2 be adopted.

(adopted)

V. The committee directed the Manager of Extension to prepare in cooperation with the committee members, a five-year plan for overseas extension similar to the three-year plan approved by the committee last year to be ready for review at the committee's February, 1976, meeting and for presentation to the Board at its April, 1976, meeting.

VI. Regarding district status for Japan, Robert Detloff reported that while he was in Tokyo, Mr. Shikanai, president of the Council of Japan, told him that Japan will welcome district status as offered by the Board when the tenth club is organized. There are currently nine clubs and it is expected that the tenth club will be organized this administrative year.

The committee also reviewed a letter received from Robert Karl, vice-president of the Council of Republic of China, requesting consideration for district status for this Council. There are currently seven clubs in the Council with 289 members. Robert Detloff said that while in Taiwan he discussed this with Mr. Park and other Council leaders and suggested that the Council request district status when it has ten clubs organized with a total of about 500 members. Detloff reported that the Council leaders indicated they will work to attain these goals this administrative year.

VII. Regarding the Philippines District Convention, Davis and Detloff reported that it resulted in the organization of two districts - the Philippine Luzon District and the Philippine South District. This makes the Philippines the first country outside the U. S. and Canada to have two districts located entirely within its borders. Excellent leadership was elected for both districts. The rapid growth of the past years can be expected to even accelerate.

VIII. Concerning extension efforts in England and Denmark, the committee reviewed a report by Special Representative Egil Klinkenberg. The second club in England at Stevenage is officially in formation and it is expected that it will be organized before the end of this calendar year. Work is progressing on a third club in the Croydon-Purley area south of London. The Department of Extension is maintaining close contact through correspondence with the Kiwanians

working on these clubs. In Denmark, the Norden District has promised to expend greater efforts at new club building there. The Copenhagen Club also has started work on a second club.

IX. The minutes of the World Secretariat meeting held in Reykjavik, Iceland, July 17-19, were then reviewed. Chairman Davis pointed out that at this meeting the European delegates questioned the value of the Federation in light of the facts that it is able to offer less service than supplied by the General Office, and that it must charge the individual Kiwanian significantly higher dues. This matter will receive further attention by the committee, staff, and Federation leadership.

X. Robert Detloff reported on the work of overseas field service representatives. He mentioned that Dene Meikle, field service representative for Australia and New Zealand Districts, has developed a physical ailment which will necessitate surgery on November 17. This will incapacitate him until December 31. There is a possibility that Dene may have to be replaced.

Regarding Ray Jeanes, it was pointed out that he spent considerable time this first year rebuilding existing clubs in Latin America and organizing new clubs. He will now devote the majority of his time to the Andean District and it is expected that he will double the number of clubs in that district within the next six months.

XI. The committee noted a portion of the minutes as sent to the General Office of the Convention of the Eastern Canada and the Caribbean District which contained a proposal that the District approach Kiwanis International "strongly urging that the entire cost of servicing the Caribbean should be covered, rather than only the present $4,500 allowed against expenses." The committee suggests the Board await the receipt of the formal request from the Eastern Canada and the Caribbean District before any action on this proposal is taken.

XII. The committee reviewed district affiliation for the Grand Cayman Island Club because of the fact that this club had informed the General Office that it had approached both the Florida and the Eastern Canada and the Caribbean Districts inquiring if it could be affiliated with each. The Florida District Board has indicated that the financial burden would make it impractical for this district to service this club. The Eastern Canada and the Caribbean District has indicated a willingness to accept the club. In the absence of an official request to the Board from the club to affiliate with any district, the committee does not recommend any action be taken now in this regard.

XIII. The committee next considered the appointment of presidents for the Councils of Japan, Korea, Republic of China, and Puerto Rico. The following was recommended:

Recommendation #3:

> The committee recommends the re-appointment of Mr. Nobutaka Shikanai, Japan; Mr. Suk Chai Choe, Korea; Mr. Malcolm Walters O'Neill, Puerto Rico; General Shao-yu Chiang, Republic of China, as presidents of their respective Councils.
>
> I move that recommendation 3 be adopted.
>
> (adopted)

XIV. The committee agreed on the necessity to have a top staff man attend the meeting of the Federation Board and Council to be held in Zurich, October 10-12, as in the past, and decided on the following:

Recommendation #4:

The committee recommends that Secretary R. P. Merridew accompanied by his wife, Doris, attend the Board and Council meeting of the European Federation in October, 1975.

I move that recommendation 4 be adopted.

(adopted)

I move this report be received.

Respectfully submitted,

MERALD T. ENSTAD

E. B. McKITRICK

RALPH C. KEYES

ROY W. DAVIS, Chairman

Exhibit #13

REPORT OF BOARD COMMITTEE ON PROGRAM DEVELOPMENT

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 3, 1975

Place of Committee Meeting: General Office

Present: Members - Paul Chandler, Merald T. Enstad, Mark A. Smith, Jr.
Chairman - Stephen H. Hart, Jr.
Staff Members - A.G. Terry Shaffer, Percy H. Shue, L. A. Hapgood
Others - Roy W. Davis, Jack P. Delf, Dwight F. Gallivan, Ralph C. Keyes, E.B. "Mac" McKitrick, Carl F. Miller, Ted R. Osborn, Drew M. Petersen,M.D., Stanley E. Schneider

I. Finalization of Keywanettes Material

The committee carefully reviewed two proposed items designed to be sent to a Kiwanis club which requests information regarding the formation of a local Keywanettes Club. Those materials are:

(1) Basic Information on Keywanettes Clubs for Principals of High Schools, Faculty Advisors, and Sponsoring Kiwanis Clubs;

(2) Suggested Standard Form for Keywanettes Club Bylaws.

These two items are attached as Exhibit A.

Recommendation #1:

The committee recommends the approval of the two basic Keywanettes club materials for mailing upon request of individual Kiwanis clubs.

I move that recommendation 1 be adopted.

(adopted)

The Committee concludes that at this point in time it is undesirable to encourage sponsorship of Keywanettes above the local club level and that any promotion of the Keywanettes Program on the part of the International Committee on Youth Services emphasize local-level sponsorship, said promotion being limited to the usual means which an International Committee utilizes to communicate with districts.

The role of the Program Development Department of the General Office should be to provide, upon request from individual Kiwanis clubs, the two items attached with a covering letter to the effect that Keywanettes is a local club project. The letter shall also contain an affirmation of the fact that the ultimate authority for a Kiwanis club's conduct of its projects and activities rests with the Kiwanis International Board in accordance with the Bylaws of Kiwanis International, Article IV, Section 3. Said letter shall also contain a statement to the effect that the matter of Keywanettes Club charters and supplies is currently under study by the Board Committee, such study to be completed by the February Meeting of the Board of Trustees.

II. Status of Builders Club Program

The committee reviewed the Builders Club Organization Kit and other supplies to be furnished to Kiwanis club sponsoring Builders Clubs. Reference to these supplies may be found in the Organization Kit.

It was reported that 137 Builders Club Organization Kits have been mailed to date upon request of Kiwanis clubs. The Program Development Department is recording the names of the individuals and clubs to whom these kits are sent and will maintain such minimum statistical records as are necessary to administer the Builders Club Program.

III. The 1975-76 Major Emphasis Programs - Status Report

The committee was informed that the 1975-76 Major Emphasis Programs kits have been mailed to all Kiwanis clubs and appropriate information sent to Major Emphasis Programs District Committee Chairmen. Follow up mailings to MEP District Chairmen will occur as the need arises, and intensive promotion of THE GREATER YEARS and THE YOUNGER YEARS will continue throughout the administrative year, as planned.

IV. Review of Research on 1976-77 Major Emphasis Program Possibilities

The committee reviewed information which had been gathered to date on the four topics selected by the 1974-75 Board Committee on Program Development at its meeting in February for research by staff. Those topics are: Respect for Life and Property, The Family Life, Alcoholism, and World Hunger. Hypertension, based upon the Florida District's "Save A Life" Program, had also been added for research at the request of the Florida District.

President-elect Stan Schneider addressed the Committee and expressed his desire for additional, in-depth research on the topic of Respect for Life and Property. President-elect Stan commented that his interest in this area arose as a result of the following factors: the January, 1975 Planning Conference reflected, on the part of both the Committee on Youth Services and Citizenship Services, that this topic was listed in top priority for further study; the Resolution at the Atlanta Convention entitled "Preserving the Integrity of Society" was enthusiastically passed by the House of Delegates; a program based upon this concept would be applicable to clubs everywhere in Kiwanis International; there is a timely need for action in this critical area; and Kiwanis International has had numerous offers of outside assistance in planning a program dealing with this topic.

Recommendation #2:

The committee recommends that the International Board approve the general concept of Respect for Life and Property as the subject area for the 1976-77 Major Emphasis Program, and that the Program Planning Conference in January include a discussion of implementation of this topic as well as formulation of recommendations to the February Meeting of the Board of Trustees concerning areas of research for possible Major Emphasis Programs in 1977-78.

I move that recommendation 2 be adopted.

(adopted)

V. The President's Project - Status Report

The committee members were given a copy of The President's Project Guide, which has just been mailed to all Kiwanis club presidents. In keeping with the basic concept of the Program, the President's Project Guide lists a multitude of suggested service projects, organized in six basic sections encompassing International Relations, Support of Spiritual Aims, Citizenship Services, Youth Services, Services to the Aged, and Services to Children with Learning Disabilities. There is also a seventh section on Fund Raising.

At the close of the 1975-76 year, clubs which have performed and reported new service projects to the General Office will receive a special award. The Board Committee will receive a report on the response to the President's Project at its next meeting in February. The committee commends Bill Jepson of the staff for his work in preparing the President's Project material.

VI. Hugh O'Brian Youth Foundation Seminar - Kiwanis Role to Date

The committee reviewed the follow-up conducted with Kiwanis clubs located in the geographical areas of those sophomores who had been state representatives to the Hugh O'Brian Youth Seminar, held in New York City in April of 1975. Many Kiwanis clubs implemented the suggestion of 1974-75 President Roy Davis that they invite the state representatives to the Seminar to their club meetings and publicly recognize these outstanding young sophomores.

In addition, the Kiwanis International Foundation authorized an amount not to exceed $7,500 to the Hugh O'Brian Youth Foundation for the production of printed materials related to the 1976 Seminar.

After discussion, the committee agreed to the continuance of the role which Kiwanis has played in promotion of the Seminar from a Program Development standpoint and further concluded that, subject to the approval of the Hugh O'Brian Youth Seminar officials, a representative from the Program Development Department be available to attend the 1976 Seminar and subsequently report to the Board Committee on that Seminar. The committee does not currently envision Kiwanis having a direct role in the process of selecting representatives to the Seminar.

VII. Presentation of the 1976-77 Theme, Objectives, and Major Emphasis Programs in San Diego

The committee concurs with staff recommendation that we continue to provide a printed and widely distributed four-page item for distribution at the International Convention, district conventions, and by mail to clubs in the President's Package describing the 1976-77 Theme, Objectives, and Major Emphasis Programs.

In addition, the committee and President-elect Stan Schneider are enthusiastic about the continuance of a direct presentation by the President-designate on Wednesday evening at the International Convention, supplemented by 35mm slides, and a distribution of the cassette recording and slide set to governors and lieutenant governors in July.

Recommendation #3:

The committee recommends that each governor-elect and lieutenant governor-designate be provided, without charge, a set of slides, a cassette, and a script incorporating the President-elect's announcement at San Diego of the 1976-77 Theme, Objectives, and Major Emphasis Programs, the total cost not to exceed $3,000.

I move that recommendation 3 be adopted.

(adopted)

The Chairman concluded by thanking all committee members and staff for their assistance and contributions during the Board Committee Meeting.

I move this report be received.

Respectfully submitted,

PAUL CHANDLER

MERALD T. ENSTAD

MARK A. SMITH, JR.

STEPHEN H. HART, JR., Chairman

Exhibit A

BASIC INFORMATION ON KEYWANETTES CLUBS FOR PRINCIPALS OF HIGH SCHOOLS, FACULTY ADVISERS, AND SPONSORING KIWANIS CLUBS

Keywanettes is a service organization for young women enrolled in high school. It operates under the school's regulations but is unique in the following ways:

1. It is sponsored by a local Kiwanis club composed of leading business and professional men of the community.
2. It seeks to develop initiative, leadership ability, and good citizenship practices.
3. Its service program to the school and community exemplifies our young women's desire and ability to serve.

OBJECTS AND PURPOSES OF KEYWANETTES CLUBS

The following Objects are stated in the Standard Form for Keywanettes Club Bylaws:

To provide opportunities for leadership training and group activities through working together in service to school and community

To cooperate with the school administration

To develop positive and useful citizenship responsibilities and a dedication to the improvement of all human relationships

To encourage loyalty to school, community and nation

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

ROLE OF KIWANIS

Each Keywanettes Club must have a sponsoring Kiwanis club. On the local level, counsel and guidance - as well as help in service projects as needed, provide the affiliation between the Kiwanis club and the Keywanettes Club. The chairman of the local Kiwanis Club Sponsoring Committee on Keywanettes Club is responsible to his Kiwanis club for maintaining proper liaison with the sponsored club and the faculty adviser. An exchange of attendance at each other's meetings, when feasible, will create better understanding, cooperation and goodwill between both clubs.

The activity of Keywanettes sponsorship is part of the Kiwanis purpose of rendering service to its community. Schools are a vital part of the community. Keywanettes clubs themselves fulfill this purpose through the implementation of their own Objects. The Keywanettes Club, through its sponsoring Kiwanis club, acts as a liaison between the school and the local business, civic, and professional leaders. These contacts are invaluable to the school, to the Keywanettes Club, and to the entire community.

FORMATION OF A NEW KEYWANETTES CLUB

Four factors which are vital in the formation of a new Keywanettes club are as follows:

1. The need for the Keywanettes Club must exist within the high school.
2. There must be an interest on the part of the student body.
3. The full cooperation and approval of the school administration is required.
4. The complete interest, ability, and willingness to initiate a Keywanettes Club and continue active sponsorship must exist within the Kiwanis club.

Once these four factors have been positively determined, it is the responsibility of the sponsoring Kiwanis club president to select a chairman and members of the Committee on Keywanettes. Such selections should be made with careful deliberation because these men must relate well to young women, work with the school principal or his representative (who is most frequently the faculty adviser), realize the role and responsibilities of their committee, and be cognizant of the fact that the operation of a Keywanettes Club complete cooperation must be maintained between school authorities, the faculty adviser, the Keywanettes Club officers and members, and the Kiwanis club itself.

There are areas of definite Kiwanis Sponsoring Committee responsibility, areas in which the faculty adviser has primary responsibility, and areas in which mutual cooperation between the committee and the faculty adviser must take place. These are delineated, inasmuch as possible, in other areas of this paper; however, it is well to remember that, even though such delineation is set forth, both the sponsoring committee and the faculty adviser should be in agreement on all elements related to advising, counseling, and assisting the Keywanettes Club in order to assure a smoothly functioning Keywanettes Club. In no case should an adult assume the role of operating the Keywanettes Club or doing things for the young women which they should be doing for themselves. This defeats the objective of providing an opportunity for service to the group.

PROCEDURE FOR FORMATION OF A KEYWANETTES CLUB

1. The Kiwanis club's board of directors must formally approve the club's intention to sponsor a Keywanettes Club.
2. Following said approval, the Kiwanis club president should assign responsibility for this activity preferably to a special Committee on Keywanettes. (NOTE: If the Kiwanis club already sponsors a Circle K Club, Key Club and/or a Builders Club, it would be desirable that separate club committees be appointed with different members serving on each committee, though the committee chairmen should meet periodically to determine possibilities for joint activities by the sponsored youth groups.) The Chairman of the Committee on Keywanettes should be known as the Kiwanis Chairman.
3. A full discussion of the Objects and purposes of Keywanettes Club, including the Suggested Standard Form for Keywanettes Club Bylaws, should be scheduled by the local Kiwanis club with the school principal and any faculty members he may invite.
4. Necessary approvals by the local school administration should be secured before meeting with any young women.
5. A faculty adviser who is willing to work actively with the Keywanettes Club should be appointed by the school administration.
6. The Sponsoring Kiwanis Club Committee should ask the school administration and the faculty adviser-designate to provide an initial list of young women for membership eligibility.
7. It is recommended that the school principal (or his representative, if someone other than the faculty adviser-designate) and the faculty adviser-designate jointly explain and present the plans for the formation of a Keywanettes Club to interested young women. Those who indicate a desire to become members and to subscribe to the provisions of the Suggested Standard Form for Keywanettes Club Bylaws shall become charter members of the club. It is recommended that a minimum of 15 young women be secured before organizing the club.
8. After organization, officers shallbe elected and Bylaws adopted.
9. It is recommended that an official Installation of Officers be planned and held at the school with Keywanettes, parents, school administration, faculty advisor, and Kiwanians in attendance. It is further recommended that the Kiwanis club president be the installing officer, if at all possible, in order to establish the joint relationship between the two clubs.

CHARACTERISTICS OF AN EFFECTIVE KEYWANETTES CLUB

The following is a checklist for the faculty adviser and Kiwanis Chairman to measure the health of the Keywanettes Club:

1. The club holds weekly meetings or bi-weekly meetings, in accordance with school activity policies, at a standard time and place.
2. The weekly meeting program is well planned in advance.
3. The Board of Directors meets separately at least once per month.
4. There is an active recruiting program for new members, well planned and systematic, providing for an adequate representation from all high school grades to assure continuity from year to year.
5. New members are given an indoctrination period at which time they learn of the goals and objectives of Keywanettes and the commitment of time and interest expected of them.
6. The club membership should never be less than from 15-20. Beyond this, the number of members should be based upon the needs of the school and community with the goal of involving all members in service projects to meet those needs.
7. A club committee system is established and functions well.
8. The club has a variety of service projects and other activities throughout the year. Some may be planned at the beginning of the year, while others will be implemented as the need arises.
9. The Kiwanis club actively supports the Keywanettes program and the Committee on Keywanettes participates enthusiastically in that program, properly fulfilling their function and responsibilities. Such responsibilities include a favorable relationship and complete cooperation with the faculty adviser.
10. The faculty adviser participates enthusiastically in the Keywanettes program, fulfills his or her function and responsibilities, and has a favorable working relationship with the Kiwanis Sponsor and his committee.

RESPONSIBILITY OF A KIWANIS CLUB IN SPONSORING A KEYWANETTES CLUB

The well-being, strength, success and continued growth of a Keywanettes Club is the responsibility of its sponsoring Kiwanis club and the faculty adviser. Past experience has shown that very often a weak or inactive sponsored youth group is the result of a lack of active sponsorship and/or a lack of effective communication with the faculty adviser. This can be avoided by implementing those sections of this booklet which specifically deal with responsibilities of the sponsoring Kiwanis Club Committee, the faculty adviser, and those areas in which mutual cooperation is necessary.

Those points listed below will give the Kiwanis club administration guidance in assuring an effective Committee on Keywanettes and an effective relationship with the Keywanettes Club itself.

1. The Kiwanis president-designate appoints the chairman and members of the Committee on Keywanettes in the spring of the year, as close to the time of the election of Keywanettes officers as possible so that they may work with the new Keywanettes officers.
2. The committee should consist of men who are willing to work, understand the Keywanettes Program, and fulfill their responsibilities, fully cooperating with the faculty adviser and school administration.
3. Treat the Keywanettes Club as a new activity each fall and recognize that the short membership span and rapid turnover create a unique need for recounseling annually.
4. Work with the Keywanettes Committee in assuring that at least one Kiwanian is present at each Keywanettes club meeting and, if possible, at their community service projects as well.
5. Receive reports from the Keywanettes Committee on the activity of the club and publicize these activities to the Kiwanis membership and, periodically, in the Kiwanis club bulletin.
6. Send a copy of the Kiwanis club bulletin to the Keywanettes president and faculty adviser.

7. Publicly recognize the efforts of the Keywanettes Committee and the faculty adviser. Invite the faculty adviser to attend a Kiwanis meeting and present that individual with a tangible token of the Kiwanis club's appreciation.
8. Assure that one program is set aside in the Kiwanis program calendar at which time the Keywanettes Club will present the program.
9. Be certain that Keywanettes activities are reported by the Kiwanis secretary in the Official Monthly Report, under Youth Services.

THE SPONSORING KIWANIS COMMITTEE ON KEYWANETTES

While Keywanettes Club sponsorship is an activity of the entire Kiwanis club, the Kiwanis Club Committee on Keywanettes has the primary role of encouraging and promoting the activities of the Keywanettes Club and substantially fulfilling the Kiwanis club's responsibility and obligations as sponsor. The functions of the committee are listed below, but the committee should also consider carefully the sections in this bulletin related to the role of the entire Kiwanis club, of the faculty adviser, and of joint cooperation between the committee and the faculty adviser.

The committee chairman is accountable to the Kiwanis club president for the proper interpretation and fulfillment of his functions, duties and responsibilities, and each member of the committee is similarly accountable to the committee chairman.

The responsibilities are as follows:

1. Understand the Keywanettes Club program and become familiar with the activities of the sponsored Keywanettes Club.
2. Understand and follow school regulations and policies and maintain complete cooperation with school officials and the faculty adviser.
3. Work with the Kiwanis club administration in assuring that at least one Kiwanian is in attendance at each Keywanette meeting and at as many Keywanettes community service projects as possible.
4. Work with the Kiwanis program chairman, the Keywanettes Club, and the faculty adviser in planning a Kiwanis program of which the Keywanettes Club will be in charge.
5. Cooperate with the faculty adviser in obtaining a monthly report of Keywanette Club activities so that this report may be transmitted to the Kiwanis club.
6. Meet regularly with the faculty adviser and invite the faculty adviser to attend Kiwanis club meetings and meetings of the Keywanettes Committee.
7. Arrange for an annual recognition of the retiring Keywanette Club officers and installation of new officers, in cooperation with the faculty adviser. Suitable recognition should also be given to the faculty adviser at that time.

THE KEYWANETTES CLUB FACULTY ADVISER

The Keywanettes Club faculty adviser's overall function is to work closely with the Keywanettes Club, the sponsoring Kiwanis Club Committee on Keywanettes, and to assist the Keywanettes Club in its administration and active program of service to the school and community.

In practice, the faculty adviser (since he or she is located within the school) will have a closer relationship to the Keywanettes Club than the sponsoring Kiwanis Committee. It is therefore vital that the adviser keep the Kiwanis Chairman and his committee fully informed of all activities, as well as problems which may arise.

The responsibilities of the Keywanettes Club faculty adviser are as follows:

1. To attend all regular membership meetings and all Board of Directors meetings of the Keywanettes Club. The faculty adviser should avoid becoming overloaded with details and doing for members of Keywanettes what they should be doing for themselves.

2. To assist in developing an effective Keywanettes Club program of service to the school and community, well planned fund-raising projects (unless such activities are prohibited by school policy), interesting and regularly scheduled club meetings, and effective Board meetings. All Keywanettes Club activities must be in accord with school regulations and the school administration kept fully informed of these activities.
3. To counsel the Keywanettes Club in preparing a budget and financial records in accordance with school procedure for student organizations and exercise supervision and control of expenditures and financial operations.
4. To seek to bring, within the school and community, an appreciation of the Keywanettes Club, its Objects, and its activities, and to assist in publicizing the activities of the Keywanettes Club through the news media.
5. To seek ideas and suggestions for Keywanettes Club service projects from the faculty, the administration and other groups - including the sponsoring Kiwanis club, and to work with the advisers of other student groups in forming possibilities for joint projects to promote a cooperative spirit in the school.
6. To become familiar with Kiwanis and the activities of the sponsoring Kiwanis club in order to relate them to Keywanettes activities wherever possible; to report monthly to the Kiwanis Chairman on the activities of the Keywanettes Club; and to attend, whenever possible, the meetings of the Kiwanis Club Keywanettes Committee.
7. To assist in membership development, keeping membership at an effective level, involving all Keywanettes actively in various club activities, and continually evaluating the Keywanettes Club committee structure and its functioning.
8. To assure that Keywanettes Club officers and members maintain the standards which are in keeping with school regulations for holding office and maintaining membership.

AREAS OF MUTUAL RESPONSIBILITY BETWEEN FACULTY ADVISER AND KEYWANETTES COMMITTEE

Although both the Kiwanis Committee on Keywanettes and the faculty adviser have their separate areas of responsibilities and should mutually be aware of these responsibilities, listed below are duties which should logically be shared. They are:

1. To reach a mutual understanding regarding proper sharing of responsibility for guidance, training and supervision of Keywanettes Club officers and members.
2. To meet together, at least monthly, to discuss Keywanettes Club administration, activities, and areas of concern which may arise.
3. To schedule a meeting with newly elected Keywanettes Club officers and discuss, among other things, the following:
   a. the role of the Kiwanis Chairman, his committee, and the faculty adviser;
   b. the duties of each Keywanettes officer and the function of the Keywanettes Club Board of Directors;
   c. the planning of important Keywanettes projects and joint projects between the Keywanettes Club and the sponsoring Kiwanis club;
   d. proper budgeting, record keeping, and spacing of club activities through the year in order to avoid too many projects over a short span of time;
   e. effective and stimulating club meeting programs;
   f. publicity of Keywanettes Club activities;
   g. securing new members and the proper utilization of their talents;
   h. the necessity of periodic meeting programs to further educate Keywanettes members in the purpose, Objects, obligations and benefits of their organization;
   i. an interchange of committee assistance between the Keywanettes Club and the sponsoring Kiwanis club.
   j. attendance of Keywanettes Club members at Kiwanis meetings (if feasible).
4. To be familiar with, and keep a copy of, the Keywanettes Club Bylaws.

SUGGESTED STANDARD FORM FOR KEYWANETTES CLUB BYLAWS

ARTICLE I
NAME

Section 1. The name of this organization shall be the Keywanettes Club of

_____ _____ _____
(School) (City) (State/Province)

ARTICLE II
ORGANIZATION

Section 1. Its form of organization, its ideals, and its purposes shall be similar to those of the Kiwanis Club of _____.

Section 2. It shall be sponsored by, but not a part of, the Kiwanis Club of _____.

ARTICLE III
OBJECTS AND ACTIVITIES

Section 1. The Objects of the Keywanettes Club shall be:

To provide opportunities for leadership training and group activities through working together in service to school and community

To cooperate with the school administration

To develop positive and useful citizenship responsibilities and a dedication to the improvement of all human relationships

To encourage loyalty to school, community and nation

Section 2. The activities of the Keywanettes Club shall be in accord with its Objects.

ARTICLE IV
MEMBERSHIP

Section 1. Members shall be chosen from girls in those grades in a high school by the Keywanettes Club Board of Directors, with the assistance of the school administration.

Section 2. Female members of the designated grades, interested in service, with good character and leadership ability, and so certified by the principal or his representative, shall be eligible for membership.

Section 3. Subject to review and approval by the faculty adviser, the Board of Directors, by a two-thirds (2/3) vote, shall have the power to suspend or expel a member for non-payment of dues, non-attendance at meetings without valid excuse, or for conduct unbecoming a member.

Section 4(a). When organizing a new Keywanettes Club, the sponsoring Kiwanis Committee shall ask the school principal (or his representative) and faculty to recommend a list of girls they believe would be qualified to become members.

The principal (or his representative) and the sponsoring Kiwanis Committee will present the plans for the new Keywanettes Club to this group. Those girls who indicate a desire to become members and to comply with the provisions of these Bylaws may join the Keywanettes Club as Charter Members.

Section 4(b). The school administration shall appoint a faculty adviser who shall have the responsibility of counseling the officers and members of the Keywanettes Club in their activities and act as a liaison with the Sponsoring Kiwanis Club.

Section 5. New members shall be elected by the Keywanettes Club members.

ARTICLE V
OFFICERS AND BOARD OF DIRECTORS

Section 1. Officers of this Keywanettes Club shall be a president, vice-president, secretary, and treasurer. They shall serve for one (1) year, or until their successors are elected.

Section 2. Each officer shall be a member in good standing. No other limitations or restrictions shall be placed on these officers.

Section 3. The duties of the officers shall be such as are usually performed by similar office holders.

Section 4. There shall be a Board of Directors, composed of the above officers plus one (1) director to be elected from each grade from which membership is drawn.

Section 5. The Board of Directors shall approve the budget, approve all bills, take counsel with all committees, discipline members, and perform such other duties as shall be referred to it by the club, in compliance with these Bylaws. A faculty adviser shall counsel the Board of Directors in its actions.

Section 6. All action by the club and the Board of Directors shall be subject to the approval of the principal (or his representative). The Board of Directors shall meet monthly at a time and place selected by the Board of Directors.

ARTICLE VI
ELECTION OF OFFICERS AND DIRECTORS

Section 1. Election of new officers (president, vice-president, secretary and treasurer) should be held at a meeting during the spring semester and they should take office at the last meeting of the school year.

Section 2. Election of directors (one from each appropriate grade) shall be held following the opening of school in the fall.

ARTICLE VII
MEETINGS

Section 1. The club shall hold meetings at such time and place as shall be determined by the club with the approval of the school administration.

ARTICLE IX
COMMITTEES

Section 1. This Keywanettes Club shall establish the necessary number and kinds of committees which fit its local situations, and will define their duties.

Section 2. There should be at least the following standing committees:

a. Kiwanis-Keywanettes Club Relations Committee
b. Service Projects Committee
c. Public Relations Committee

Section 3. The chairperson and members of each committee shall be appointed by the incoming Keywanettes Club president.

ARTICLE X
ANNUAL DUES

Section 1. The annual dues for membership shall be $_____ per member.
(NOTE: The amount of dues is to be determined locally and re-examined annually.)

ARTICLE XI
AMENDMENTS

Section 1. Amendments to these Bylaws shall be adopted by two-thirds (2/3) vote of the members present at any regular meeting held at least one (1) week after the meeting at which the proposed amendment, or amendments, were read. Copies of the proposed amendment(s) shall be given to each member, together with notice of hearing on action on the proposed amendment(s) giving date, time and place.

Section 2. These Bylaws and all amendments or additions thereto, shall not become effective until the sponsoring Kiwanis Committee has been advised and until the approval of the school administration has been secured.

These Bylaws have been adopted and approved on _____, 19_____.

_____ Principal

_____ Keywanettes Club President

_____ Chairman, Sponsoring Kiwanis Club Committee

_____ Keywanettes Club Secretary

_____ Keywanettes Faculty Adviser

REPORT OF BOARD COMMITTEE ON PROPERTY AND SUPPLIES

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 3, 1975

Place of Committee Meeting: General Office

Present: Members - Paul Chandler, Stephen H. Hart, Jr.
Chairman - Carl F. Miller
Staff Members - Thomas W. Fitzgerald, Richard A. Misch, Frank J. Schwerthoffer
Others - Jack P. Delf, Drew M. Petersen, M.D., E. B. McKitrick, Maurice Gladman.

SUPPLIES

The committee reviewed the financial statement for the Supplies Department for the month of August and the eleven-month period ended August 31, 1975. Total sales amounted to $1,048,000 compared to $996,000 at this time last year. Gross profit on those sales was $405,000 or 39%. Net income was $55,000, $14,000 over budget. September sales are just about reconciled, and it appears that the 1974-75 administrative year will be a record sales year for the Supplies Department, with volume approximately $1,200,000.

The committee discussed projected sales for the 1975-76 year and agreed that a gross volume of $1,500,000 is attainable and will be our target for the year.

The 1975-76 Supplies Catalog was discussed and the committee was informed that the catalog would be mailed in November. We have been informed that a total of 27 new items will appear in the catalog. The covers will be in four colors with the supplies items featured on the inside front cover, and the covers 3 and 4.

The Board Committee on Public Relations proposed the consideration of two items. The first was a Bicentennial coin. A market survey will be conducted after we receive the cost information from the supplier.

The second item is publication of a book on the History of Kiwanis. A letter of proposal from the author was read to the committee setting forth the financial and literary arrangements. The committee agreed to study this matter for a report and possible action at the February Board Meeting.

A continuing study will be made to add to and upgrade the merchandise offered through the catalog including expansion of the offerings of fund raising materials for bulk sale to clubs.

PROPERTY

The Board Committee reviewed the operating statement for the General Office for the period ending August 31, 1975. The committee was informed that the work of refurbishing the Board Room and Past Presidents Room created approximately a $1,000 overage in the budget at the end of the administrative year. The committee was in agreement that the expenses were in line with the added expense of

carpeting the Past Presidents' and Board Rooms. The Board Committee requested that copies of the tentative operating budget for the 1975-76 administrative year be prepared and given to them prior to the end of the meeting.

The Board Committee expressed their pleasure that the refurbishing of the Board Room was completed by this meeting, and that it was well done.

The committee discussed the possibility of enlarging the Board Room table. The members of the committee desired to give this further study and discuss it at the next meeting.

The Board Committee then inspected the General Offfice and noted the priorities needed to refurbish the property. It was the feeling of the committee that the carpeting in our main entrance should receive first priority in any future plans for refurbishing.

The members of the committee complimented Stanley Matuszkiewicz and the building maintenance employees on the appearance of the General Office property.

I move this report be received.

Respectfully submitted,

PAUL CHANDLER

STEPHEN H. HART, JR.

CARL F. MILLER, Chairman

REPORT OF BOARD COMMITTEE ON PUBLICATIONS AND ADVERTISING

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 1, 1975

Place of Committee Meeting: General Office

Present: Members - Jack P. Delf, Carl F. Miller
Chairman - Paul Chandler
Staff Members - Nick G. Geannopulos, David Williams, Burton Harris, Jane Bushwaller, Betty Nakanishi, Mike Wujcik, Scott Pemberton, John Duggleby
Others - Roy W. Davis, Merald T. Enstad, Douglas Wasson, Stephen H. Hart, Jr.

The meeting opened with members of the staff outlining the various functions of the Publications Department. The editorial department reported that each issue is planned around six "target areas." These areas are: Kiwanis programs and services, Major Emphasis Programs, a business and professional series, content dealing with interests outside of the U.S., general interest articles, and convention promotion and reporting. Additional major areas of each issue are the Kiwanis Scene and Kiwanis In Action sections.

The report on advertising pointed out that THE KIWANIS MAGAZINE is cooperating with both the Rotarian and Lion in selling advertising space, taking advantage of their combined circulation base of more than 1.3 million, their similar demographics, and their mutually exclusive memberships. It was reported that the bulk of the magazine's advertising and promotion budget is devoted to listings in Standard Rate and Data (a media buyer's handbook) and the Target Group Index (a demographic breakout of magazine readerships). In addition, ad space is traded with other national magazines (e.g. The Saturday Review) as a promotional tool. Advertising reported that prospects for the 1975-76 administrative year look promising; particularly encouraging are the new advertisers anticipated as a result of the San Diego Convention.

The presentation of the art and production department familiarized the committee with the technical aspects of producing THE KIWANIS MAGAZINE. It was also pointed out that more than five hundred collateral pieces are processed through the Publications Department every year. Among these are membership development and administrative materials, major emphasis brochures, the Kiwanis supply catalog, convention materials and other promotional pieces. The committee then discussed various collateral pieces and urged the staff to work closely with other departments in an effort to make them more current, as well as to standardize sizes of items wherever possible for the sake of efficiency and economy.

A review of the budget for 1975-75 indicated that the anticipated deficit of more than $100,000 had been reduced to about $75,000. This relatively improved position was attributed to a decline in the rate of inflation and a delay in a postal rate increase, as well as increased staff efficiency. It was also reported that the $1.00 subscription increase (to become effective October, 1975) passed at the Atlanta Convention should enable the magazine to operate in

the black for 1975-76. The Board Committee will study the effect of printing, postage, and publication costs on a year to year basis.

A report on future editorial content of the magazine indicated that, as the budget allows, a few select issues in 1975-76 are being considered for additional pages to support a few special features of particular appeal to the Kiwanis reader and his family. These issues are the February "travel issue" (San Diego Convention kick-off); a special issue in May or June devoted to Kiwanis service around the world, focusing on the fifteenth anniversary of Overseas Extension; and the July/August post-convention issue.

The ongoing magazine redesign was also discussed, and several alternatives for a new logotype were reviewed. The redesign is being based on the philosophy that changes must take place to keep the magazine a vital and dynamic force, but at the same time, change for the sake of change is being avoided. Among improvements being considered are the combining of the masthead and the table of contents, and the updating and streamlining of department headings.

The final item on the agenda was a brief discussion of the magazine's "readership survey" and fulfillment studies. A readership survey will be reported on in the future, using the results of an earlier survey of the December 1974/75 issue as a basis of comparison. Fulfillment studies, carried out on a regular basis, were reported to indicate few problems with prompt delivery of the magazine in good condition on the North American Continent.

I move this report be received.

Respectfully submitted,

JACK P. DELF

CARL F. MILLER

PAUL CHANDLER, Chairman

REPORT OF BOARD COMMITTEE ON PUBLIC RELATIONS

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 3, 1975

Place of Committee Meeting: General Office

Present: Members - John T. Roberts, Douglas Wasson
Chairman - E. B. McKitrick
Staff Member - John L. McGehee
Other - Roy W. Davis

The committee received a report of the staff director of public relations which included the following highlights:

Bicentennial of the American Revolution

All U. S. clubs have Bicentennial kits. All districts within the United States have active Bicentennial chairmen. The Kiwanis observance of the Bicentennial began officially on October 1. It will run until September 30 of 1976, or beyond if desired. There will be continual promotion of the observance throughout that period via the Bulletin for Kiwanis Officers and special Bicentennial Newsletters.

An important part of the promotion is sale of THE SOUNDS OF GLORY, five-minute daily radio shows, to clubs for free airing by local stations. To date 165 audition tapes have been requested by Kiwanis clubs and/or divisions. Fifteen stations are now carrying, or will soon carry, the series either in toto or in six or three month segments.

PANORAMA

This 30-minute, weekly radio show now in its second year is still being promoted by the General Office. There have been five "rerun orders" so far. A total of seventy-seven stations have carried, or are carrying, PANORAMA.

National Newspaper Week

About 500 kits have been distributed by request. However, it is believed that a far greater number of clubs than 500 are participating in this October event.

Farm-City Week

The department continues to render support to the program which, in turn, continues to be the greatest single publicity producer that Kiwanis has.

Family Reunion Day

The eighth annual Family Reunion Day was observed on August 10. The program, which is sponsored jointly by Kiwanis International and Freedoms Foundation at Valley Forge, continues to grow in acceptance and outreach.

Overall effectiveness of Kiwanis' promotional efforts:

It is felt that two honors which have come to the Operation Drug Alert program indicate the effectiveness of its promotion. The first of these was the inclusion of Operation Drug Alert as one of a handful of important case studies in a new college textbook, PUBLIC RELATIONS PRACTICES, by Allen Center, former vice president for public relations for Motorola, an acknowledged leader in the field of public relations writing. The other was inclusion of ODA as one of the "30 best public relations programs of the past 30 years" by PUBLIC RELATIONS NEWS which is celebrating its thirtieth anniversary this year. PUBLIC RELATIONS NEWS is the number one periodical in the public relations field. It carried ODA as a case study several years ago. President Ted Osborn and the staff director of public relations have been invited to accept a special award for this achievement at a banquet in New York City in January of 1976.

The committee considered three new nominations for Connelly Medal awards and two older nominations on which further information had been requested:

New: Emory W. Brown of York, Pennsylvania who revived a man struck by lightening on a golf course. He gave mouth to mouth resuscitation to the man on the course, during a violent thunderstorm.

Gerald E. Hosman, Tonasket, Washington, who rescued a man who had fallen into the water from a boat, and who had a cardiac condition. Mr. Hosman revived him and saved his life with mouth to mouth resuscitation.

Donna Fahrney, Beloit, Wisconsin, who saved the lives of three children from death by asphyxiation and subsequent burning in a household fire.

Old: Posthumous nomination of Frank J. Walker, New York City, apparently a policeman, who saved a disabled policeman's life.

Posthumous nomination of Dana M. Woolston, Billings, Montana, who saved a 12-year old boy's life.

The committee felt that Emory W. Brown's nomination did not meet the Connelly Medal qualifications as he did not risk his own life.

The committee felt that the same circumstance applied to Gerald E. Hosman.

The committee felt that Donna Fahrney did not meet the qualifications for a Connelly Medal inasmuch as she was related to one of the youngsters she saved.

The committee, failing to get sufficient additional information on Frank J. Walker (although a reply was received from the nominator), still concludes that he was a policeman and hence ineligible for a Connelly Medal for saving a brother officer's life.

The committee also failed to get definitive information on Dana M. Woolston (although more information was received).

Recommendation #1:

The committee recommends that a Medal for Valor be given by the Wisconsin-

Upper Michigan District to Donna Fahrney, subject to the approval of the District Governor.

I move that recommendation 1 be adopted.

(adopted)

Recommendation #2:

The committee recommends that a Medal for Valor be given by the Montana District to Dana M. Woolston, subject to the approval of the District Governor.

I move that recommendation 2 be adopted.

(adopted)

Recommendation #3:

The committee recommends that the tenth anniversary of the establishment of the Connelly Medal program (1976) be marked by a story in THE KIWANIS MAGAZINE on some or all of the Connelly Medal winners honored during that period.

I move that recommendation 3 be adopted.

(adopted)

The committee considered a suggestion by the Kiwanis Club of West Bend, Wisconsin that Kiwanis International reproduce and stock as a sales item and sell to Kiwanis clubs a record, one side of which is "The Flag Speaks," the other, commentary and actual sounds of the changing of the honor guard at the Tomb of the Unknown Soldier in Arlington Cemetery. The purpose of the activity would be to give Kiwanis clubs an item which could be presented to schools, libraries, etc. It was felt that so many Bicentennial items are now being offered by Kiwanis that adoption of another one - especially one on which no market research has been done - would merely dilute the total effort and might prove costly.

The committee considered a recommendation that informal titles of Kiwanians' wives and their auxiliary organizations be studied with a view to suggesting uniformity. It was felt that such an action might be construed to be unofficial approval of an auxiliary for which there is currently no constitutional authorization. However, in view of the fact that many U. S. and Canadian Kiwanis clubs do have such auxiliaries, and especially in view of the fact - as presented by Immediate Past President Davis - that such groups are extremely popular in the Orient, it is believed that the idea should be reserved for future study by the Board. Currently, the committee is directing the staff director of public relations to assemble as much information on the matter as possible so that future requests for information on what practices are in effect can be met properly.

The committee considered a suggestion by Treasurer Gladman that a Bicentennial medallion which has been designed by the California-Nevada-Hawaii District and is being sold within the district as a personal memento and gift to speakers and others, be purchased in quantity by Kiwanis International and merchandised as a sales item to clubs. Exact details as to the cost are lacking. Informally, fifty cents to the California-Nevada-Hawaii District for each medal which would

then be sold for $1.00, was suggested. It was felt that before such a project were to be undertaken by Kiwanis a market survey should be run to determine the acceptance, nationally, of the medal. Also, the committee felt that the Property and Supplies Committee should consider the matter, too, inasmuch as the medals would be sales items.

Recommendation #4:

The committee recommends the project of a Bicentennial medallion be referred to the Property and Supplies Committee.

I move that recommendation 4 be adopted.

(adopted)

The committee considered correspondence between the staff and Richard Gosswiller, a free lance writer, former Kiwanis Magazine editor and frequent contributor to the magazine, in which Mr. Gosswiller suggests that he prepare a 30,000 word official history of Kiwanis which would be an "update and modernization" of current historical matter. Mr. Gosswiller outlined his approach, which the committee felt was professional and imaginative. Mr. Gosswiller is asking $10,000 for initial work, and either a dollar per book royalty for hard cover sales or a flat payment of $5,000 in lieu of royalty. The committee feels that the idea of an up-to-date history of Kiwanis is excellent, that the book is needed, that it would be valuable to Kiwanis as a membership promoter and educational piece, and that the $10,000 necessary to its writing be considered an investment on the balance sheet of the organization to be later transferred to an inventory account rather than an expense, and be so indicated on Kiwanis records. It is realized that, since the book would be a sales item, the Property and Supplies Committee should also consider whether or not to undertake the project.

Recommendation #5:

The committee recommends, in principle, the production of a new Kiwanis history, and that this matter be referred to the Property and Supplies Committee with the strong recommendation that it, too, give favorable consideration to the project.

I move that recommendation 5 be approved.

(adopted and referred to Property & Supplies Committee)

I move this report be received.

Respectfully submitted,

JOHN T. ROBERTS

DOUGLAS WASSON

E. B. McKITRICK, Chairman

Exhibit #17

REPORT OF THE TREASURER

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

The Report of the Treasurer is the review of the current financial position of Kiwanis International. At this time it is my pleasure to report to you the financial position as of August 31, 1975 and the comparative figures for 1974.

Under the caption "Unrestricted Funds", Current Assets include Cash of $104,000, Short Term Investments (certificate of deposit) of $100,000, Accounts Receivable of $248,000, Inventories involved in the sale of supplies of $285,000, Prepaid Expenses of $29,000, and Unexpired Insurance of $4,900 --- which amounted to $772,985 at August 31, 1975. In looking at the comparisons in the Current Assets section, the combination of Cash and Short Term Investments is about $63,000 less this year than in 1974. The reason for this is because net income in 1975 is running behind the 1974 figure.

Accounts Receivable have amounted to more than last year throughout this administrative year, and hopefully the precentage of increase of approximately 15% will not increase in the next few months. Inventories have increased somewhat this year;$20,000 in fact, and this is primarily because of the change in purchasing policies for a few supply items: lapel buttons and new member kits.

On the other side of the ledger, the Total Current Liabilities include Accounts Payable of $140,000, Accruals, taxes etc. $61,000, Amount Due the Funded Reserve of $9,000, and Deferred Income of $204,000, which amounted to $415,935 at August 31, 1975. Subtracting this amount from our Total Current Assets, the Working Capital figure was $357,050, which is approximately $50,000 less than in August, 1974.

Other Assets include Deposits and Advances and amounted to $88,000. Other Assets added to the Working Capital figure resulted in a Total--Unrestricted Funds of $445,188.

Reserved Funds -- Funded at August 31 was $322,311, Building Expansion was $184,072, and the $1 which is a bookkeeping figure retained to reflect the ownership of the Kiwanis International Building, gives us a Total--All Funds or Net Assets at August 31, 1975 of $951,572.

Respectfully submitted,

MAURICE GLADMAN
Treasurer

KIWANIS INTERNATIONAL
STATEMENT OF FINANCIAL POSITION
AUGUST 31, 1975

	1975	1974
UNRESTRICTED FUNDS:		
CURRENT ASSETS:		
Cash	$104,989	$ 68,505
Short Term Investments	100,000	200,000
Accounts Receivable	248,833	216,534
Inventories	285,181	265,924
Prepaid Expenses	29,026	27,629
Unexpired Insurance	4,956	7,517
Total Current Assets	772,985	786,109
CURRENT LIABILITIES:		
Accounts Payable	140,495	105,651
Accruals	61,372	63,879
Amount Due Reserve	9,975	4,998
Deferred Income	204,093	202,524
Total Current Liabilities	415,935	377,052
Working Capital	357,050	409,057
OTHER ASSETS:		
Deposits	47,875	50,565
Advances	40,263	45,876
	88,138	96,441
Total--Unrestricted Funds	445,188	505,498
RESERVED FUNDS:		
Funded	322,311	317,064
Building Expansion	184,072	141,902
Kiwanis International Bldg.	1	1
Total--All Funds (Net Assets)	$951,572	$964,465

Exhibit #18

REPORT OF BOARD COMMITTEE ON FINANCE

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

OCTOBER 1-4, 1975

Date of Committee Meeting: October 1, 1975

Place of Committee Meeting: General Office

Present: Members - Maurice Gladman, Mark A. Smith, Jr.
Chairman - Ralph C. Keyes
Staff Members - Thomas W. Fitzgerald, R.P. Merridew, L.A. Hapgood
Others - Ted R. Osborn, Roy W. Davis, Hilmar L. Solberg, E.B. McKitrick, Merald T. Enstad

The financial statement for the month of August and for the eleven-month period ended August 31, 1975, was reviewed, found in order and approved.

The Summary Statement of Income and Expenses for the period ended August 31, 1975, and the comparative 1974 figures is attached. It reflects an income for the eleven months of $3,159,834. This represents an increase in income in the last twelve months of approximately $210,000. For the first time in several years the General Dues account shows a dollar increase from increased membership. The $119,000 increase in Dues-Overseas Extension represents the fifty-cent rate increase which went into effect at the beginning of this administrative year. Processing Fees and Magazine Subscriptions indicate minor gains in the last twelve months; Advertising shows an increase of about $13,000; Gross Profit on Supplies about $12,000; and Convention Registration Fees approximately $19,000. The Convention allocation from Dues account reflects a decline of almost $30,000, and this is a matter of allocation. You will recall that the General Fund supplies sufficient income from dues to balance out the convention operation. This amount fluctuates from year to year depending upon the registration fee income and the overall convention expenses.

Listed below on the Summary Statement are the expenses of Kiwanis International at August 31, 1975. They have amounted to $3,195,246, and are running ahead of last year's expenses by approximately $300,000, which is approximately a 10½% increase. This very clearly indicates that with only an increase of 6.8% in income, sooner or later the income of Kiwanis will have to be increased to match the continued rise of inflation. One such current and available expedient is the fulfillment of the Life Status Program.

The excess of income over expenses at August 31, 1975, was a negative $35,000. With the month of September traditionally being a low expenditure, but relatively high income month, we are anticipating at this time that the 1974-75 administrative year will end up with a nominal net income figure in the area of $25,000 to $50,000.

The contingent expense reports for the secretaries for the second six months of the 1974-75 administrative year were reviewed, found in order and approved.

Listed below are several advertising accounts receivable that are considered uncollectible at this time. The total amount involved is $2,684.05, and this represents about 1% of our advertising sales for the year, which is near our average, but appears to be below the industry's average.

Arthur Mechanic Advertising	$ 337.75
Burton Miles Associates	673.20
Creative Dynamics	448.80
F. C. Enterprise	120.00
Hays Advertising	238.00
The Perrin Agency	153.00
Peter Edeling Advertising	448.80
Prestige Finance Corporation	120.00
Richard Roby Advertising	51.00
Richmond Advertising	93.50
	$2,684.05

Recommendation #1:

The Committee recommends that the write-off of the advertising accounts receivable totaling $2,684.05 listed above be made.

I move that recommendation 1 be adopted.

(adopted)

The fourth quarter Statement of Income and Expenses for Key Club International was reviewed. It was noted that income which has been finalized for the 1974-75 administrative year amounted to $218,000, and is approximately $10,000 higher than the income accumulated in the previous year. $4,000 of the increase came from membership dues, and $6,000 came from increased convention registrations. However, expenses also increased. It is estimated that they will total $221,000, as opposed to $199,000 in 1974. Expenses will exceed income for the 1974-75 administrative year by approximately $2,700. This will leave a fund balance for Key Club International or a capital account of $59,989.

The committee also reviewed the Circle K International estimated fourth quarter report for the period ended September 30, 1975. Circle K's income for the year amounted to $69,000, which is an increase of approximately $7,000 over the previous year. All of this increase can be traced to the increased convention registration, with the exception of $600, which represents the increase in dues for the current year. Expenses similarly have increased; they amounted to $68,744; which leaves an estimated excess of income over expenses for the 1974-75 administrative year of $709.

The committee discussed the Life Member quotas for the 1975-76 administrative year, and that exhibit is attached. As you can see, the quotas are based on percentage of certified membership as of March 31, 1975. This year's quota for our 35 districts and the undistricted clubs of Kiwanis International will be 2040.

Recommendation #2:

The committee recommends that the Life Member quota for the 1975-76 administrative year be 2,040. The exhibit attached to the report is a guideline only, detailed allocations to be handled administratively by staff.

I move that recommendation 2 be adopted.

(adopted)

The committee compliments the staff on the design of the Life Member Status mementos.

The committee would like to rescind Recommendation #4 of the Board Committee on Finance, which was adopted in February 1975. The recommendation dealt with the method of dues payments by the Philippine Clubs.

Recommendation #3:

> The committee recommends that Recommendation 4 of the Board Committee on Finance, adopted in February, 1975, be rescinded effective immediately and that the staff be empowered to advise the Philippine District and Korea that they may make International dues remittances through the District or Council office to Kiwanis International; that the staff propose a set of rules for the collection of dues for those clubs in other overseas extension areas where monetary controls create a problem.
>
> I move recommendation 3 be adopted.

I move this report be received.

Respectfully submitted,

MAURICE GLADMAN

MARK A. SMITH, JR.

RALPH C. KEYES, Chairman

KIWANIS INTERNATIONAL

SUMMARY STATEMENT OF INCOME AND EXPENSES

PERIOD ENDED AUGUST 31, 1975 & 1974

INCOME:	1975	1974
Dues-General	$1,204,918	$1,155,083
Dues-Overseas Extension	237,890	118,986
Charter Fees	25,750	24,000
Interest	41,811	37,765
Liability Insurance (Net)	13,581	13,008
Life Membership	1,500	-
Processing Fees	122,101	109,506
Magazine Subscriptions	495,214	488,012
Magazine Advertising	205,231	192,647
Gross Profit on Sale of Supplies	405,628	394,002
Convention Registration Fees	388,653	369,899
Convention Dues	10,794	40,400
Mailers	6,763	5,973
Total Income	3,159,834	2,949,281
EXPENSES:		
Board, Council & Comm. Administration	296,201	266,691
Executive	148,832	147,108
Office Management	186,557	178,960
Public Relations	63,586	56,902
Overseas Extension	192,088	145,940
Field Service	261,481	244,803
Records & Data Processing	96,596	82,258
Program Development & Club Service	155,319	140,078
Circle K	46,471	35,730
Key Clubs	62,443	45,883
Bureau of Accounts	28,473	14,692
Publications	159,999	141,900
Magazine	754,475	706,804
Supplies	350,549	331,557
Convention	401,176	337,627
Total Expenses	3,195,246	2,876,933
EXCESS OF INCOME OVER EXPENSES	$(35,412)	$ 72,348

LIFE MEMBER

QUOTA SHEET

1975-76

DISTRICT	MEMBERSHIP 3/31/75	PERCENTAGE	NO. OF LIFE MEMBERS
ALABAMA	4,523	1.70%	35
ANDEAN	223	.08	2
AUSTRALIA	557	.21	4
CALIFORNIA-NEVADA-HAWAII	23,690	8.89	181
CAPITAL	8,919	3.34	68
CAROLINAS	9,038	3.39	69
EASTERN CANADA AND THE CARIBBEAN	8,970	3.36	69
FLORIDA	13,037	4.89	100
GEORGIA	7,533	2.83	58
ILLINOIS-EASTERN IOWA	11,215	4.21	86
INDIANA	8,594	3.22	66
KANSAS	4,237	1.59	32
KENTUCKY-TENNESSEE	8,127	3.05	62
LOUISIANA-MISSISSIPPI-WEST TENNESSEE	6,220	2.33	48
MICHIGAN	8,414	3.16	64
MINNESOTA-DAKOTAS	7,210	2.70	55
MISSOURI-ARKANSAS	8,435	3.16	65
MONTANA	2,242	.84	17
NEBRASKA-IOWA	7,519	2.82	58
NEW ENGLAND	10,623	3.99	81
NEW JERSEY	6,319	2.37	49
NEW YORK	13,234	4.96	101
NEW ZEALAND	859	.32	6
OHIO	16,739	6.28	128
PACIFIC NORTHWEST	14,560	5.46	111
PENNSYLVANIA	9,637	3.62	74
PHILIPPINES	1,544	.58	12
ROCKY MOUNTAIN	4,471	1.68	34
SOUTHWEST	4,816	1.81	37
TEXAS-OKLAHOMA	17,011	6.38	130
UTAH-IDAHO	3,363	1.26	26
WESTERN CANADA	2,520	.95	19
WEST VIRGINIA	2,337	.88	18
WISCONSIN-UPPER MICHIGAN	7,771	2.92	59
OVERSEAS EXTENSION	2,051	.77	16
TOTAL	266,567	100%	2,040

Exhibit #19

REPORT OF THE COMMITTEE OF PAST PRESIDENTS

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

October 1-4, 1975

Date of Committee Meeting: October 4, 1975

Place of Committee Meeting: General Office

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

The minutes of the committee meeting of June 18 were approved as distributed with the Board Minutes of the June meeting of the Board in Atlanta.

All Past Presidents were in attendance for the meeting of the committee except Past Presidents Don E. Engdahl, Edward C. Keefe and J. O. Tally.

President Ted R. Osborn was welcomed to the meeting and reviewed with the committee recent Board action regarding girls in Key Clubs. He also reviewed the current status of Board restructuring, especially with reference to Canadian representation on the Board. He expressed his hopes for full promotion of Builders Clubs and The President's Project. In response to questions related to the adoption of the amendment on games of chance, a discussion developed as to the desirability of clarifying to districts methods by which amendments adopted at International Conventions and requiring subsequent district convention action could be considered at district conventions which are held within sixty days following the International Convention. One apparently practical procedure advanced was that, in anticipation of International Convention action, districts can notify clubs sixty days in advance, even if such notice is mailed out prior to the International Convention, that a proposed amendment will be considered. Then if the proposed amendment to Kiwanis International Bylaws should be defeated, the district can withdraw it as a proposed district amendment. It appears that there is some uncertainty and frustration among districts as to procedures on these, such as the amendment regarding games of chance this past summer.

The committee also welcomed President-elect Stan Schneider, who reviewed the efforts he has already been making to formulate a plan of action for the 1976-77 administrative year. In particular, he indicated his conviction that the potential for new club building remains strong and his determination to give strong emphasis to growth during his year. This initiated a discussion with the President-elect about the desirability of more precise guidelines in order to avoid conflicts between the governor and the governor-elect in their growth efforts. There was no disagreement between the President-elect and the Past Presidents on the desirability of avoiding such conflicts, but the Past Presidents requested that the Chairman present this concern to the Board, as was done at the joint meeting following the morning session of the committee.

The Chairman reviewed with the committee the meeting of the World Secretariat, which he had attended this summer in Reykjavik, Iceland. Among his observations were these: worldwide unity was the objective of all in attendance; Europeans preferred the designation of Kiwanis International European Federation to European Federation of Kiwanis International; Europeans solicit great assistance in programming from Kiwanis International; the President of the European Federation is strongly in favor of the five European district governors attending the February Conference for Governors-elect.

In the ensuing discussion, it was noted that members of the committee had received a questionnaire from the General Office related to preferences for possible future sites of Kiwanis International Conventions and that this questionnaire had included cities outside of Canada and the United States. The committee requested the Chairman to inquire of the Board who had originated this questionnaire and whether the reference to cities in Overseas Extension represented any change in plans or principles for selecting International Convention sites. The Chairman made this inquiry at the joint meeting of the committee and Board following the morning session.

The committee also considered the question of restructuring of the Board. One of the questions growing out of the ensuing discussion was: Is Kiwanis International itself a "federation"---or is it something else? The Chairman was asked to direct these questions also to the Board, and he did so at the joint session.

Following the hearing research luncheon, the committee met in joint session with the Board.

In response to the committee's question regarding more specific guidelines to avoid conflicts between the governor and governor-elect, it was indicated that such guidelines would be provided the governors-elect when they come in for their first conference in February.

In response to the question regarding the convention survey, the President and Immediate Past President responded, indicating essentially that the survey included cities such as those in Hawaii and others in International extension just to get the feel of the membership in the event that some years from now the question should require Board action and that the questionnaire represented no change in Board policy regarding the selection of sites.

In response to the question regarding Kiwanis International as a federation, Immediate Past President Roy Davis reviewed with the committee some of the conclusions he had reached based on his recent trip to the Pacific Area and expressed his own reservations that any new federation would be formed in that area or anywhere else but that the whole matter of possible federation development was under continuing study by the Board.

The committee resumed its regular session later in the afternoon and dealt primarily with possible ways in which the goals and objectives of the Kiwanis International Foundation might be achieved. Past President Nick Swain and Secretary Emeritus Pete Peterson reviewed with the committee some of the plans as well as some of the hopes of the Foundation, especially in terms of the desirability of continued and expanded exposure of the Foundation to our membership. Each Past President also received a copy of the Foundation's Proposed Policy Statement for "Guidelines for Approval of Foundation Grants." It was suggested, furthermore, that those planning the 1976-77 Council meeting should

give consideration to the possibility and desirability of having a representative of the Hearing Research Project make a presentation to the governors.

The committee requested that the Chairman indicate to the Board that it encourages the Board to explore the practicality of having next year's Council meeting at some location other than the Ambassadors.

The committee unanimously adopted one recommendation:

> The committee recommends that the Board consider raising the per diem expense allowance of members of the Board.

The committee also asked the Chairman to convey to the Board its feeling of highest commendation to Past International President Roy W. Davis for the splendid leadership he provided Kiwanis International during the 1974-75 administrative year.

Respectfully submitted,

LORIN J. BADSKEY, Chairman

MINUTES

MEETING OF THE BOARD OF TRUSTEES
OF THE
KIWANIS INTERNATIONAL FOUNDATION

October 5, 1975
Chicago, Illinois

A meeting of the Board of Trustees of the Kiwanis International Foundation was held on Sunday, October 5, 1975, in The Bath, the Ambassador East Hotel, Chicago, Illinois. This meeting was held in conjunction with the 1975 Kiwanis International Council.

Kiwanis International Foundation Board members present: Harry S. Himmel, President; O. E. Peterson, Vice President; Charles A. Swain, Secretary; Maurice Gladman, Treasurer; and Trustees: Gene H. Favell, Harold M. Heimbaugh, Ralph C. Keyes, John F. McMahon, Ted R. Osborn, and Stanley E. Schneider. Trustee O. Edwin Loberg was not able to attend.

Also present were: Roy W. Davis, Fiscal Agent, Kiwanis International Foundation; R. P. Merridew, Secretary, Kiwanis International; L. A. Hapgood, Associate Secretary, Kiwanis International; John L. McGehee, Director of Public Relations, Kiwanis International; Donald J. Hoss, Administrator, Circle K International; and William H. Jepson, Administrator, Kiwanis International Foundation.

Call To Order:

The meeting was called to order by President Himmel at 11:15 A.M. President Himmel welcomed the Board and members of the Kiwanis International staff, and he expressed his regrets that Trustee Loberg could not attend. He referred the Board to the Agenda for the meeting (SEE EXHIBIT A), and he stated, that with the Board's permission, requests for financial assistance would be deferred to the Board's February 1, 1976 meeting. He commented that he felt this should be done so the Board will be in a better position to consider such requests as the results of the 1976 Voluntary Birthday Gift Contribution Plan campaign will be apparent by that time.

President Himmel presented Certificates of Election to: Vice President Peterson, Secretary Swain, and to Trustees Heimbaugh, Favell, and McMahon. The certificate for Trustee Loberg will be sent to him.

Approval of the Minutes of the June 22, 1975 Meeting of the Board of Trustees:

The Minutes of the meeting of the Board of Trustees of the Kiwanis International Foundation, held on June 22, 1975, had been mailed to all members of the Board on July 14, 1975. As there were no corrections or additions, these Minutes were approved by the Board as submitted.

Final Report on the 1975 Voluntary Birthday Gift Contribution Plan Campaign:

President Himmel called upon Administrator Jepson to review the report on the 1975 Voluntary Birthday Gift Contribution Plan campaign. (SEE EXHIBIT B)

Administrator Jepson noted that the 1975 campaign closed on July 31, 1975 with a total income of $121,847.03 as compared to a total income for the 1974 campaign of $81,569.20. He commented that the Banner Patch Award program had been highly successful, and 2,343 Kiwanis Clubs in the United States and Canada had received this award as compared to a total of 1,083 in 1974. He asked the Board to note the third page of the exhibit which presented statistical information of interest on the number of participating and non-participating clubs for both the 1974 and 1975 campaigns.

President Himmel thanked Administrator Jepson for his report, and he stated that since the Voluntary Birthday Gift Contribution Plan campaign began in 1968, it has proven to be an excellent source of revenue for the Foundation.

Plans for the 1976 Voluntary Birthday Gift Contribution Plan Campaign:

President Himmel asked Administrator Jepson to review the basic plans for the forthcoming 1976 Voluntary Birthday Gift Contribution Plan campaign (SEE EXHIBIT C).

Administrator Jepson asked the Board to note the 1976 campaign brochure, which will be sent in quantity to all Kiwanis Clubs in the United States and Canada for distribution to their members. He stated that the campaign mailings will follow the pattern established in 1975, with an emphasis on stimulating clubs which did not participate last year.

He told the Board that all of the Foundation's 1975-76 District Coordinators receive regular reports on the activity in their respective districts, and from these reports from the Foundation Office, they will know the names of both participating and non-participating clubs as the campaign moves along. In addition, special letters from the District Coordinators will be sent for them by the Foundation Office to the presidents of Kiwanis Clubs in their respective districts urging participation.

President Himmel thanked Administrator Jepson for his report, and he expressed the hope that the 1976 effort would realize $150,000. He showed the Board the red and gold Banner Patch Award for 1976, and he stated that 3,000 awards had been ordered for use during the campaign.

Foundation Programs:

President Himmel asked Administrator Jepson to review the progress of the other continuing fund-raising programs of the Kiwanis International Foundation. (SEE EXHIBIT D)

The administrator asked the Board to note that the summaries of each fund-raising program contained total figures for the last three fiscal years, 1972-73, 1973-74, and 1974-75, as well as information on the progress of each separate fund since the current 1975-76 fiscal year began on August 1, 1975.

Administrator Jepson noted that as of September 29, 1975, 43 Life Fellow Awards had been created; that no Memorial Fellow Awards had been requested; and that 5 individuals had made annual payments to the Fellow Plan Program. He stated that although the Fellow Program had been discontinued by the Board at its June 22, 1975 meeting, there were still some Kiwanians who wished to continue in it toward achieving the Life Fellow Award, and that he thought that they should have the opportunity to do so.

He noted that two Tablet of Honor Awards had been created since August 1, 1975 and that both of these awards would be presented during the 1976 Kiwanis International Convention in San Diego, California. He stated that the Tribute Fund had received donations of $601.50 since the 1975-76 fiscal year began and that $630.00 had been received in General Donations. He also asked the Board to note that the Popcorn for Profit Division of the Kiwanis Club of Bremen, Indiana had contributed $1,135.00 since August 1, 1975. He commented that the $356.00 received for the Disaster Relief Fund from the Kiwanis Club of Glenside, Pennsylvania was still being held awaiting some word from that club on how it wanted this amount distributed.

President Himmel commented that he was concerned that the Kiwanis International Foundation could not solicite Kiwanis Clubs for funds in the event of a disaster, and Fiscal Agent Davis stated that the Disaster Relief Fund was created to counteract the criticism that there was no way for clubs to provide financial aid to a disaster area through Kiwanis.

Secretary Swain commented that the Foundation's Disaster Relief Fund was only a clearing house for Kiwanis Clubs which wanted to help in some disaster area, and Kiwanis International Secretary Merridew told the Board that the Kiwanis Office always receives calls when a disaster occurs, and now those wanting to help can be referred to the Kiwanis International Foundation.

Annual Audit of the Kiwanis International Foundation:

President Himmel called upon Treasurer Gladman to review the Foundation's Annual Audit. (SEE EXHIBIT E)

Treasurer Gladman referred the Board to page 3 of the Audit, and he stated that there is $91,000 more in deposits ($414,952) as compared to a year ago ($323,438). He noted that the majority of the funds were unrestricted and that the impressive increase in income was the result of successful Voluntary Birthday Gift Contribution Plan campaigns.

He asked the Board to refer to page 5 of the Annual Audit, and he explained each of the 5 points made on this page. He called the Board's attention to the fact that a grant of $7,500 to the Hugh O'Brien Youth Foundation and a grant of $3,673 for Patriots Path at Freedoms Foundation were both yet to be paid out. He reminded the Board that $50,000 had been set aside, at the June 22, 1975 meeting, for the Kiwanis International Foundation Hearing Research Project, and he noted that administrative expenses for 1974-75 were $17,488 as compared to $14,287 for 1973-74.

He told the Board that page 7 was a combined balance sheet and that page 8 was a combined statement of the changes made in the fund balances for the fiscal year ending on July 31, 1975.

He referred the Board to page 9 of the Annual Audit and noted the increase in promotional and administrative expenses and that there were also increases in the expenses for salaries and postage.

He told the Board that the Foundation's investments and deposits were to be reviewed annually at the Board's October meeting, and he asked the Board to see page 10 of the Annual Audit.

The Board voted to approve the Schedule of Time Deposits as stated on page 10 of the Annual Audit.

President Himmel told the Board that he had a detailed breakdown of all promotional expenses for 1974-75 in the event that any member had any questions or concerns.

The Board voted to accept the Annual Audit of the Kiwanis International Foundation as prepared by the firm of Seidman and Seidman, Chicago, Illinois.

President Himmel thanked Treasurer Gladman for his report on the Annual Audit, and he stated that members of the Board of Trustees of Kiwanis International receive a per diem of $35.00 per day; whereas, members of the Kiwanis International Foundation Board receive a per diem of $30.00 per day.

The Board voted to raise the per diem for members of the Board of Trustees of the Kiwanis International Foundation to $35.00 per day.

Proposed Guidelines for Grants from the Kiwanis International Foundation:

President Himmel informed the Board that he had asked Vice President Peterson and Secretary Swain to prepare a proposed set of guidelines for considering grants from the Kiwanis International Foundation. He called upon Vice President Peterson for a report.

Vice President Peterson asked the Board to refer to the proposed guidelines which had been prepared (SEE EXHIBIT F), and he read each of the 7 points aloud.

Trustee Osborn suggested that the name "Builders Clubs" should be added to guideline number 2 since this is a new youth program of Kiwanis International. It was agreed that this would be done. Treasurer Gladman commented that the name "Keywanettes" should also be included in the list of youth organizations contained in guideline number 2, and Fiscal Agent Davis stated that he agreed with this suggestion.

President Himmel thanked Vice President Peterson and Secretary Swain for the excellent work which they had done in preparing the guidelines, and asked the Board for its approval.

The Board voted to approve the "Policies Related to Grants From the Kiwanis International Foundation" with the stipulation that the name "Builders Clubs" and the name of "Keywanettes" be added to the list of organizations contained in guideline number 2.

President Himmel stated that these approved guidelines would be sent to all of the Foundation's District Coordinators and that he hoped that these guidelines would assist the Kiwanis International Foundation in working with those organizations and agencies seeking financial assistance.

Progress Report on the Landscaping of Patriots Path at Freedoms Foundation at Valley Forge:

President Himmel asked the Administrator to comment on the progress being made on the landscaping of Patriots Path at Freedoms Foundation at Valley Forge, Pennsylvania. (SEE EXHIBIT G)

Administrator Jepson stated that the students in the Horticulture Department at Eastern Montgomery County Area Vocational Technical School, Willow Grove, Pennsylvania, were preparing to begin placing new plantings in the area during the week of October 19, 1975. He told the Board that the project had the full approval of the Board of Trustees of the school and that some 50 students would participate. He indicated that he spoke to the man in charge of the project, Mr. Colin Leonard, prior to the Board meeting and that Mr. Leonard told him that he was meeting with the President of Freedoms Foundation, Mr. Robert Miller, to make final arrangements for finishing the landscaping and for keeping the new plantings maintained. Mr. Leonard indicated that the entire Patriots Path area should be completely landscaped, in accordance with the plan approved by the Foundation Board at its June 22, 1975 meeting, by the spring of 1976.

Administrator Jepson asked the Board to refer to the fifth paragraph of Exhibit G and note that the Board of Trustees of Eastern Montgomery County Area Vocational Technical School request that the Foundation consider placing a marker at Patriots Path which will indicate to visitors that the landscaping had been done by students from the school.

The Board voted to erect a marker at the Patriots Path at Freedoms Foundation which will indicate that the landscaping had been done by the students of Eastern Montgomery County Area Vocational Technical School and that this marker will be erected under the supervision of the Administrator in cooperation with the administration of the Freedoms Foundation.

Report on the 1975 Key Club International Freedom Leadership Seminar:

Administrator Jepson was asked by President Himmel to report on the recent 1975 Key Club International Freedom Leadership Seminar, which was held at Freedoms Foundation at Valley Forge, Pennsylvania, August 29 to September 1, 1975. (SEE EXHIBIT H)

Administrator Jepson told the Board that by all indications the 1975 Seminar was a great success, and he stated that the Kiwanis International Foundation received many favorable letters from Key Club International and district leaders who attended. He noted that 57 Key Clubbers attended; that total expenses were approximately $4,930.00; and he reminded the Board that up to $5,000 had been approved for the expenses of this 1975 Seminar.

He referred the Board to the pages in Exhibit H which illustrated the questionnaire that all participants were asked to complete, stating their opinions on the Seminar, and the list of all Key Club participants. He told the Board that news releases on the Seminar had already been sent to all Kiwanis and Key Club District Bulletin Editors with the Kiwanis International Foundation receiving full credit for sponsorship.

President Himmel called upon Kiwanis International Secretary Merridew to show the color slides he made while he was at Freedoms Foundation attending the 1975 Freedom Leadership Seminar.

Secretary Merridew's slides illustrated the Patriots Path area with the statue of George Washington in prayer; the commemorative plaque which had been installed by the Kiwanis International Foundation; a Medal of Honor marker along Patriots Path; Key Clubbers attending the 1975 Seminar; and Key Clubbers at the Seminar signing a reproduction of the Declaration of Independance.

Secretary Merridew then presented President Himmel with the copy of the Declaration of Independance, which had been signed by the Key Clubbers attending the 1975 Key Club International Freedom Leadership Seminar as a token of appreciation to the Kiwanis International Foundation from Key Club International for the sponsorship of the annual Seminar.

President Himmel thanked Secretary Merridew for his slide presentation and for the comments he made on the Seminar.

Dedication of the Kiwanis International Foundation Hearing Research Project:

President Himmel told the Board that a copy of the program from the Dedication of the Kiwanis International Foundation Hearing Research Project, held on Saturday, October 4, 1975, was included in their materials. (SEE EXHIBIT I)

Trustee Davis stated that the dedication luncheon was "class A" from beginning to end. He commented that the food, the service, the program, and the seating arrangements were excellent and that the event was good public relations for both Kiwanis International and the Kiwanis International Foundation.

Secretary Swain commented that he was impressed with the wording on the dedication plaque and that he would like to see a picture of this plaque in The Kiwanis Magazine. Administrator Jepson stated that plans had already been made to do this in the December/January, 1976 issue of the Magazine along with a feature story of the dedication luncheon.

Vice President Peterson said that he hoped it would be possible to have the 1976-77 Kiwanis District Governors take a tour of the research laboratory during the 1976 Kiwanis International Council, and Secretary Swain commented that the Past Presidents of Kiwanis International asked if the presentation by Jack D. Clemis, M.D. could be made during the 1976 Kiwanis Internatonal Council, also.

Trustee Schneider stated that the Annual Kiwanis International Council was an excellent opportunity for the Kiwanis International Foundation to be promoted to the Kiwanis District Governors and Secretaries, and Kiwanis International Secretary Merridew suggested that a special visual be produced on the Kiwanis International Foundation Hearing Research Project.

Trustee McMahon stated that the dedication luncheon made him proud of Kiwanis and the Kiwanis International Foundation, and President Himmel added that everyone he talked to was pleased with the event and that he had great expectations for success after hearing the presentation by the Chief Researcher, Jack D. Clemis, M.D.

President Himmel explained to the Board that Kiwanis International was to reimburse the Kiwanis International Foundation for the meals for the members of the Kiwanis International Board and the Past International Presidents; that the American Hearing Research Foundation would reimburse the Kiwanis International Foundation for the meals for their people and the guests from Mercy Hospital and Medical center; and that all other expenses, except the buses, would be split between the American Hearing Research Foundation and the Kiwanis International Foundation. He stated that a report on expenses for the dedication luncheon would be provided to the Board at its February 1, 1976 meeting.

President's Project, Builders Club, and Hugh O'Brien Youth Foundation Program Materials.

President Himmel asked the Administrator to comment on the materials related to the President's Project, Builders Clubs, and the Hugh O'Brien Youth Foundation which was contained in the Board's notebooks, (SEE EXHIBIT J)

Administrator Jepson explained that the President's Project Guidebook was mailed to all club presidents, except Europe, and to all Lieutenant Governors and that the Kiwanis International Foundation received proper credit for producing the materials in the inside front cover of the Guidebook.

He asked the Board to note the brochure on the new Builders Club Program, sponsored by Kiwanis International, and stated that the Kiwanis International Foundation has received full credit for financing Builders Club materials in Kiwanis International publications and on the materials themselves.

He showed the Board the materials sent to Kiwanis Clubs on the Hugh O'Brien Youth Foundation Seminar, and he asked the Board to note the poster and entry forms which have been sent by the Hugh O'Brien Youth Foundation to some 21,000 high school principals in the United States and Canada. He stated that proper credit is given to the Kiwanis International Foundation on all these printed items.

President Himmel commented that he was pleased to see that the Kiwanis International Foundation received proper credit on all of the printed materials in Exhibit J, but that he felt that the Kiwanis Foundation Emblem and credit on the Hugh O'Brien Youth Foundation materials could have been larger.

Trustee Osborn, in his capacity as President of Kiwanis International, thanked the Kiwanis International Foundation Board for its support of the President's Project and the Builders Club Program, and he congratulated the Board on the success of the Dedication of the Kiwanis International Foundation Hearing Research Project.

President Himmel, on behalf of the Board, extended best wishes to Trustee Osborn for his forthcoming year of service as President of Kiwanis International, and he thanked Fiscal Agent Davis for his service to the Kiwanis International Foundation and for the accomplishments made during his year as President of Kiwanis International.

The Board recessed for lunch at 12:35 P.M.

Theme and Emphasis Filmstrip for Circle K International:

President Himmel called upon the Administrator of Circle K International, Donald J. Hoss, to show the Board the Circle K International Theme and Emphasis Filmstrip, which is to be used by Circle K Clubs during the 1975-76 and 1976-77 administrative years.

The Board viewed the filmstrip, and following that, President Himmel asked Administrator Hoss to make any comments he wanted to on the production.

Administrator Hoss told the Board that the presentation was versatile in that it could be used with various types of audio-visual equipment and that Circle K International attempted to use the $6,000 provided by the Kiwanis International Foundation to the best possible advantage in preparing the visual. He mentioned that the presentation was enthusiastically received when it was first shown at the 1975 Circle K International Convention in Toronto and that it was important to remember that the filmstrip was desigend for use for two Circle K administrative years.

President Himmel thanked Administrator Hoss for attending the Board meeting and for the assistance he had given to the Administrator during the 1975 Kiwanis International Council.

Utilization of the New Kiwanis International Foundation Visual Presentation:

President Himmel called upon the Administrator to report on the utilization of the new Kiwanis International Foundation visual presentation. (SEE EXHIBIT K)

Administrator Jepson told the Board that all Kiwanis Clubs in the United States and Canada would be advised of the availability of the visual, on a free-loan basis, during October, 1975, and that clubs could request the visual for club meeting programs after December 1, 1975. He stated that we would emphasize the use of the visual in connection with the 1976 Voluntary Birthday Gift Contribution Plan campaign.

Secretary Swain suggested that all Board members be provided with a copy of the visual, and President Himmel stated that this would be done. Secretary Swain also mentioned that proper use of the visual would be helpful in creating greater interest in the Life Fellow Award Program.

Kiwanis International Foundation Newsletter:

President Himmel noted that a copy of the most recent "Kiwanis International Foundation Newsletter," issued in July, 1975, was in the Board's notebooks (SEE EXHIBIT L), and he told the Board that the Newsletter would be sent out again in mid-October, 1975, featuring the Dedication of the Kiwanis International Foundation Hearing Research Project and the highlights of this Board meeting. President Himmel commented that every member of the Board should feel free to make suggestions for ways to make the Newsletter more effective.

Foundation Participation at the 1975 Kiwanis International Council:

President Himmel told the Board that he was speaking to the 1975 Kiwanis International Council at the Tuesday morning session, October 7, 1975 and that his remarks would be proceeded by a showing of the Foundation's new visual presentation. He indicated that there would be no Tablet of Honor presentations made; rather, all Tablet of Honor presentations would be made at the 1976 Kiwanis International Convention at San Diego.

New Business:

Secretary Swain stated that he felt that the Kiwanis International Council Program should include a picture of every member of the Kiwanis International Foundation Board, not just the Officers as contained in the 1975 program, and that the Council Program should illustrate the Foundation in the same manner as does the Annual Kiwanis International Convention Program.

President Himmel commented that he hoped that this approach could be taken for the 1976 Kiwanis International Council, and Trustee Heimbaugh stated that he felt that it was necessary to show the entire Foundation Board in a program so everyone understands that there are a number of men in charge of its administration.

Trustee Schneider suggested that small pictures could be used in the Council programs to show the Trustees of the Foundation Board, and this would be effective as all other photographs in the Council Program would be larger.

Kiwanis International Secretary Merridew commented that the Foundation would have an entire page in the 1976 Kiwanis International Convention Program and that he would enter into discussions on the format for the 1976 International Council Program at a later date.

Trustee Swain mentioned that the Foundation should strive for more individual contributions to the Voluntary Birthday Gift Contribution Plan campaign, and Trustee Heimbaugh indicated that he was in agreement with this approach. President Himmel stated that he would work with the Administrator in attempting to develop some printed peice which would emphasize individual donations during the 1976 Voluntary Birthday Gift Contribution Plan campaign.

Adjournment:

There being no further business to be brought before the Board, the meeting was adjourned by President Himmel at 1:25 P.M.

Respectfully submitted,

WILLIAM H. JETSON, Administrator
Kiwanis International Foundation

for

CHARLES A. SWAIN, Secretary
Kiwanis International Foundation