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MEETING OF THE BOARD OF TRUSTEES

April 30-May 4, 1977

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SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

April 30-May 4, 1977

A meeting of the International Board of Trustees was held at the General Office in Chicago on April 30-May 4, 1977. Those present: Stanley E. Schneider, President; Maurice Gladman, President-elect; Ted R. Osborn, Immediate Past President; Stephen H. Hart, Jr. and Ralph C. Keyes, Vice-Presidents; Hilmar L. Solberg, Treasurer; Paul Chandler, Jack P. Delf, Merald T. Enstad, Dwight F. Gallivan, Egon Kuzmany, E. B. "Mac" McKitrick, Carl F. Miller, Drew M. Petersen, M.D., John T. Roberts, Ernest Sturch, Jr., C. E. "Pete" Thurston, Jr., Douglas Wasson, Trustees. Also present: R. P. Merridew, Secretary, and L. A. Hapgood, Associate Secretary.

1. Hearing re Lexington-Bedford, Massachusetts Club

President David Lavender of the Lexington-Bedford, Massachusetts, Kiwanis Club appeared before the Board and presented the position of that club with reference to its accepting a female member. Also present at the hearing were attorneys Ronald S. Mangum and Jeffrey G. Liss. Opportunity was provided for questions to be asked and answers received. Mr. Lavender was then informed that the Board would take under consideration the facts presented and would inform the club of the decision reached.

Mr. Lavender departed from the meeting and the Board remained in session for discussion.

Motion was made and seconded that the Lexington-Bedford club be notified that unless they comply with the Constitution and Bylaws by June 1, 1977, their charter will be revoked.

Voted, that this motion be adopted.
(adopted unanimously)

Motion was further made that pending the decision of the Lexington-Bedford club, the charter be suspended, subject to revocation if they do not conform with the Constitution and Bylaws on or before June 1.

This motion was defeated by a vote of 16 to 2. (Ralph Keyes asked to be recorded as voting for the motion.)

2. Proposed Dallas Convention Resolutions

Voted, that the report of the Resolutions Committee on resolutions to be presented at Dallas as given by Chairman Donald E. Williams and attached as Exhibit #1, shall constitute the full and complete report of said committee. (The typewritten copy, as presented by Chairman Donald E. Williams and approved by the Board, on which the printed copy is based is on file with the Official Minutes maintained in the General Office.)

3. Message of the President

Message of the President is attached as Exhibit #2.

4. Message of the President-elect

Message of the President-elect is attached as Exhibit #3.

5. Report of the Secretaries

Report of the Secretaries is attached as Exhibit #4.

6. Approval of Summary of Minutes of Board Meeting of January 29-February 2, 1977

Voted, that the minutes of the January 29-February 2, 1977, Board Meeting be approved.

7. Consideration and Approval of General Office Administrative Action

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

Elimination of membership of not-meeting clubs from active membership files
Organization of new clubs
Change of names of Kiwanis clubs
Club incorporations completed
Circle K Clubs completed
Key Clubs completed
Cancelled meetings

8. Reports of Board Committees

Administration and Structure

Chairman Hilmar L. Solberg presented the report. This is attached as Exhibit #5.

Recommendation 1. That effective for the 1976-1977 administrative year, there be four sections according to club size in both the multiple and single service categories of the Honor Club Program. These sections would be as follows:

Diamond Section - 76 or more members
Ruby Section - 46 to 75 members
Emerald Section - 26 to 45 members
Coral Section - 25 members or less

Voted, that this recommendation be adopted.

Recommendation 2. That the narrative reporting in the Annual Club Report be limited to a maximum of five double-spaced typewritten pages 8-1/2 x 11 for multiple service activities and three double-spaced typewritten pages 8-1/2 x 11 for a single service activity.

Voted, that this recommendation be adopted. (1 dissenting vote)

Recommendation 3. That Page 1 of Part Two of the 1976-77 Annual Club Report be revised as delineated in Exhibit 1 of the report of the 1976-77 International Committee on Achievement, Exhibit A.

Voted, that consideration of this recommendation be tabled until after action is taken on Recommendation 4.

Voted, that this recommendation be taken from the table and considered.

Voted, that this recommendation be adopted.

Recommendation 4. That Part One of the Annual Club Report be a required report to be filed by all clubs; that Part Two shall be filed by those clubs desiring to participate in the district and International Honor Club competition; and that in the multiple service category the maximum number of club projects to be reported shall be seven.

Voted, that this recommendation be adopted.

Recommendation 5. That the procedure on nomination of candidates for International Office at Dallas to be suggested for consideration by the International Council in Dallas, the Conference on Nominations, and the delegate body be as follows:

For the office of President and President-elect: For each candidate one nominating speech of five minutes and one seconding speech of one minute.

For the offices of Vice-President and Treasurer: For each candidate one nominating speech of three minutes and one seconding speech of one minute.

For the office of Trustee: For each candidate one nominating speech of two minutes and one second from the platform.

Voted, that this recommendation be adopted. (Trustee Gallivan voting "no")

Recommendation 6. That Paragraph A on Page C-9 of Policies be revised to read: "Appointments to International Committees for the ensuing administrative year may be released and publicized immediately following the meeting of the Board of Trustees at which these appointments are confirmed."

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

Recommendation 7. That Attendance Rule 3j be amended to read: "When he participates in a planned Kiwanis club project during the calendar month in which the absence occurs, or within six (6) days immediately prior to or following that month. Not more than one credit for participating in such a project shall be permitted during any one month."

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

Report received.

Circle K

Chairman Paul Chandler presented the report of the committee. It is attached as Exhibit #6.

Report received.

Convention

The report of the committee, presented by Chairman Ernest Sturch, Jr., is attached as Exhibit #7.

Recommendation 1. That no seats be reserved for the Monday evening entertainment in Dallas.

Voted, that this recommendation be adopted.

Report received.

Key Clubs

Chairman John T. Roberts presented the report of the committee, which is attached as Exhibit #8.

Recommendation 1. That the proposed amendments to the Key Club International Constitution and Bylaws, as shown in Exhibit A attached, be referred to the Committee on Laws and Policies for their review in accordance with Kiwanis International Policy C-IV a on page C 25-b.

Voted, that this recommendation be adopted.

Recommendation 2. That the International Board Policy C-If on Page C 21 be changed to read as follows: "The Key Club International Board will meet at least three times annually, once during the Fall, once during the early Spring and at the time of the Key Club International Convention."

Voted, that this recommendation be adopted.

Recommendation 3. That the following dates be approved for the 1977-78 meetings of the Key Club International Board:

- (i) Fall Board Meeting - October 29-31, 1977.
- (ii) Spring Board Meeting - February 25-27, 1978.
- (iii) Convention Board Meeting - July 1, 1978.

Voted, that this recommendation be adopted.

Recommendation 4. That the selected dates of February 10-12, 1978, be approved for K-Family Weekend.

Voted, that this recommendation be adopted.

Recommendation 5. That the following be added at the end of the present International Board Policy C on Page c 30:

"In the case of the territory of Guam and the Commonwealth of Puerto Rico and other such United States of Canadian Territories, the sponsoring of chartered Key and/or Circle K Clubs by Kiwanis Clubs in these non-districted areas will be permitted. The clubs so formed will be administered by the sponsoring Kiwanis club and the Key Club and/or Circle K Club Department of Kiwanis International."

Voted, that this recommendation be adopted.

Recommendation 6. That paragraph 3 of Section n on page C 22 of the Board Policies be stricken and the following paragraph substituted therefor:

"For Key Club International Conventions, the individuals in attendance from each district shall be the responsibility of the Key Club District Administrators in conjunction with all other adults in attendance from their respective districts. There shall be at least one adult adviser for every ten Key Clubbers (or a portion thereof) in attendance. Whenever this is not possible, local host Kiwanians and/or their wives shall be requested to assist in the supervision of such groups."

Further, that the following be added to paragraph g, page C 23, of the Board Policies:

"At all Key Club District Conventions, there shall be at least one adult adviser for each ten Key Clubbers (or a portion thereof) in attendance. The adult sponsors attending shall be either members of the sponsoring Kiwanis Club and/or the Key Club Faculty Adviser (or other substituting member of the faculty as approved by the local school officials) and/or a parent of a member of the Key Club. The Key Club District Administrator may give permission for a Key Club unable to comply with the above noted adult chaperone policy to be supervised by other Kiwanians and/or Faculty advisers and/or a parent from their local area, if this is approved by the Kiwanis sponsor and the local school officials."

Voted, that these recommendations be adopted.

Recommendation 7. That the budget be approved, as presented in Exhibit B attached, for the 34th Annual Key Club International Convention.

Voted, that this recommendation be adopted.

Report received.

Laws and Policies

The report of the committee was presented by Chairman Stephen H. Hart, Jr. It is attached as Exhibit #9.

Recommendation 1. That the Policy on representation to non-federated district conventions outside the U. S. and Canada and to the Asia-Pacific Conference be inserted as Paragraph I-J on Page D-1 of Policies. The text to read: "That representation be provided to all non-federated district conventions outside of the U. S. and Canada and to the Asia-Pacific Conference. If in any instance the attendance of a staff person would be appropriate, such appointment would be considered," and that a note be added to the end of Paragraph 4-f on Page A-22 of Policies to read: "Note - for representation to non-federated districts outside of the U. S. and Canada and the Asia-Pacific Conference see Paragraph I-J on Page D-1."

Voted, that this recommendation be adopted.

Recommendation 2. That the words "the Secretary, the Associate Secretary" be deleted from Paragraph 17-a on Page B-14 of Policies, and that the first sentence of Paragraph 17-a-(2) on Page B-15 be deleted.

Voted, that this recommendation be adopted.

Recommendation 3. The adoption of the wording of the amendment to Articles XVI and XVII of the Constitution as delineated in Proposed Amendment 1 in Exhibit A for presentation to the delegates in Dallas.

Voted, that this recommendation be adopted.

Recommendation 4. The adoption of the wording of the amendment to Article V, Section 3, of the Bylaws of Kiwanis International as delineated in Proposed Amendment 2 in Exhibit A for presentation to the delegates in Dallas.

Voted, that this recommendation be adopted.

Recommendation 5. The adoption of the wording of the preamble and the amendments to the Constitution and Bylaws as delineated in Proposed Amendments 3, 4, and 5 in Exhibit A for presentation to the delegates in Dallas.

Suggestions were made for changes in wording of Amendments 4 and 5.

Voted, that this recommendation be adopted with the wording of Amendments 4 and 5 changed as suggested.

Report received.

Leadership and Council

The report of the committee is attached as Exhibit #10. It was presented by Chairman Douglas Wasson.

Recommendation 1. That the first Conference for 1977-78 Governors-elect be scheduled for March 29-31, 1978.

Voted, that this recommendation be adopted.

Report received.

Membership Growth and Education

The report of the committee, attached as Exhibit #11, was presented by Chairman Drew M. Petersen.

Report received.

New Club Building

Chairman Jack P. Delf presented the report of the committee. This is attached as Exhibit #12.

Recommendation 1. That the charters of the twenty-five clubs listed in the body of the report be revoked.

Voted, that this recommendation be adopted.

Report received.

Overseas Extension

Report of the committee is attached as Exhibit #13. It was presented by Chairman Ted R. Osborn.

Recommendation 1. That a special representative from the Iceland District be appointed to organize clubs in the Faroe Islands and that Kiwanis International cover his expenses up to \$1,200 upon receipt of vouchers for these expenses, with the understanding that this should not be construed as setting a precedent.

Voted, that this recommendation be adopted.

Recommendation 2. That extension into India be approved.

Voted, that this recommendation be adopted.

Recommendation 3. That the Paramaribo club be attached to the E.C.&C. District.

Voted, that this recommendation be adopted.

Recommendation 4. That the action taken by Secretary Merridew in terminating the employment of Neville Roennfeldt be ratified and confirmed, ratification being effective immediately.

Voted, that this recommendation be adopted.

Recommendation 5. That all policies and references to the World Secretariat be deleted from the Policies and that this be referred to the Laws and Policies Committee for removal from Policy Guides.

Voted, that this recommendation be adopted.

Recommendation 6. That "Kiwanis International-Europe" be used throughout Overseas Extension Policies instead of "European Federation" and that this be referred to Laws and Policies to be placed properly in Policy Guides for Overseas extension.

Voted, that this recommendation be adopted.

Recommendation 7. That the statement "The Relationship Between Kiwanis International-Europe and Kiwanis International," attached as Exhibit A, be approved and presented to the Kiwanis International-Europe Board at its next meeting in London.

Voted, that this recommendation be adopted.

Report received.

Program Development

Chairman Merald T. Enstad presented the report of the committee. This is attached as Exhibit #14.

Recommendation 1. That the support bulletin on the "Save-A-Life" program contain the following statement: "CAUTION: Any club(s) undertaking the 'Save-A-Life' program must have qualified personnel present during blood pressure testing. Further, clubs must recognize that coverage under the Kiwanis International General Liability Insurance may not necessarily apply to claims arising from this activity."

Voted, that this recommendation be adopted.

Recommendation 2. That material related to this activity, which is supportive of the 1977-78 Major Emphasis Program, be actively promoted.

Voted, that this recommendation be adopted.

Recommendation 3. That a study be made by the Data Processing Department, with report to be presented to the Board of Trustees, on the feasibility of including Builders Club sponsorship information in our computer systems. Such programming should have the capability of billing, on a semi-annual basis, such fees as would be established by the Board of Trustees, and should have the capability of producing mailing lists and other pertinent information.

Voted, that this recommendation be adopted.

Report received.

Property and Supplies

Chairman Dwight F. Gallivan presented the report of the committee. This is attached as Exhibit #15.

Report received.

Publications and Advertising

Report of the committee is attached as Exhibit #16. It was presented by Chairman Ralph C. Keyes.

Recommendation 1. That Staff prepare and make available for distribution to and through District Governors one hundred copies of the audio-visual presentation on The Kiwanis Magazine.

Voted, that this recommendation be adopted.

Recommendation 2. That Staff prepare a circular listing suggested ways that clubs can circulate the Magazine in their communities.

Voted, that this recommendation be adopted.

Recommendation 3. Mandated by Kiwanis Board Policy to maintain quality of the International Magazine, the committee recommends that the Board direct the Board Committee on Finance to explore methods of providing additional revenue for the magazine in the 1978-79 administrative year and thereafter.

Voted, that this recommendation be adopted.

Recommendation 4. That the Board Committee on Laws and Policies adapt the suggested "Guidelines for Selection of Kiwanis-Related Magazine Content" for inclusion in the Board Policies on The Kiwanis Magazine.

Voted, that this recommendation be adopted.

Recommendation 5. The adoption of the delivery of the Magazine to European subscribers by air freight, and that the means of payment be devised by the Finance Committee.

It was moved and seconded that an amendment be adopted changing the words "and that" to "if" so that the recommendation would read "...by air freight if the means of payment..." The amendment failed to pass.

Voted, that the recommendation be adopted.

Report received.

Suggestion was made that the clubs be asked to consider taking out subscriptions to the magazine for hospitals, nursing homes, or other groups as a special project of the club, possibly in the form of a letter from the International President to the club presidents.

Public Relations

Chairman Carl F. Miller presented the report of the committee which is attached as Exhibit #17.

Recommendation 1. That the Robert P. Connelly Medal be awarded to David Kozol for rescuing a couple trapped in a burning automobile following a collision.

Voted, that this recommendation be adopted.

Recommendation 2. That a Robert P. Connelly Medal be awarded to Donald Wayne Finch, who saved the lives of six of the seven people trapped in an overturned car in a frozen creek.

Voted, that this recommendation be adopted.

Recommendation 3. That a Robert P. Connelly Medal be awarded to Walter Reeves, who foiled a robbery attempt on a store and was shot three times during the struggle.

Voted, that this recommendation be adopted.

Recommendation 4. That a Robert P. Connelly Medal be awarded to Russ Ewing, who talked two armed bandits who were holding two women hostages into surrendering.

Voted, that this recommendation be adopted.

Recommendation 5. That a Robert P. Connelly Medal be awarded to Theodore Balentine, who pulled a man to safety who had fallen onto the tracks in front of an onrushing train.

Voted, that this recommendation be adopted.

Recommendation 6. That a Robert P. Connelly Medal be awarded to William Painter who, with his son Jack, saved a man unconscious and surrounded by a prairie fire.

Voted, that this recommendation be adopted.

Recommendation 7. That a Robert P. Connelly Medal be awarded to Jack Painter, who with his father William Painter saved a man unconscious and surrounded by a prairie fire.

Voted, that this recommendation be adopted.

Recommendation 8. That a Robert P. Connelly Medal be awarded to Mark Cooper, who saved the life of a child riding his tricycle in the path of an oncoming car.

Voted, that this recommendation be adopted.

Recommendation 9. That a Robert P. Connelly Medal be awarded to Mickey Kelly for participating in the rescue of a man trapped in a burning automobile.

Voted, that this recommendation be adopted.

Recommendation 10. That a Robert P. Connelly Medal be awarded to George Denti for participating in the rescue of a man trapped in a burning automobile.

Voted, that this recommendation be adopted.

Recommendation 11. That a Robert P. Connelly Medal be awarded to Patrick McCroan for participating in the rescue of a man trapped in a burning automobile.

Voted, that this recommendation be adopted.

Recommendation 12. That Walter Reeves of Theodore, Alabama, be invited to accept his Robert P. Connelly Medal on the stage of the Dallas convention this June.

Voted, that this recommendation be adopted.

Recommendation 13. That funds in an amount not to exceed \$600 be provided to permit preparation of slides, scripts, and promotional letters to clubs implementing the program of building the Kiwanis image.

Voted, that this recommendation be adopted. Referred to the Finance Committee.

Recommendation 14. That the last week in September be designated as Annual Report Week in Kiwanis International, and that all outgoing club presidents be urged to participate by providing a club program in that week in which the activities and achievements of the administrative year will be reported to the club and to the community.

Voted, that this recommendation be adopted.

Recommendation 15. That, from this point on, the seeking of messages from heads of state addressed to Kiwanis International Conventions should be restricted to the head of state of that country in which the convention is being held.

Voted, that this recommendation be adopted.

Report received.

Forward Planning

Chairman Maurice Gladman presented the report of the Special Committee on Forward Planning. This is attached as Exhibit #18.

Recommendation 1. That the approval of this Board be granted to the Kiwanis International Foundation for the purpose of soliciting support of Kiwanis members for the new "Sustaining Contributor Plan," provided only that promotional efforts not be directed solely toward Life Fellows of the Foundation.

Voted, that this recommendation be adopted.

Report received.

Insurance

Chairman Carl F. Miller presented the report of the Special Committee on Insurance. This is attached as Exhibit #19.

Recommendation 1. That all reference to comprehensive general liability insurance now contained in Article XII of the Constitution of Kiwanis International be deleted and that the Board Committee on Laws and Policies be asked to prepare the appropriate amendment for submission to the delegate body at the Dallas Convention.

Voted, that this recommendation be adopted.
(See Recommendation 5 of Report of Laws and Policies Committee)

Recommendation 2. That the Board Committee on Laws and Policies be requested to prepare two amendments for submission to, and consideration by, the House of Delegates in Dallas as follows:

1. The first amendment should grant the Board of Trustees authority to purchase general liability insurance in behalf of Kiwanis International and its clubs at the best price available and to pro rate the premium among clubs based on club membership as of September 1 each year.
2. The second amendment should provide for authority for the Board of Trustees to purchase liability insurance at the best price available, at a rate not to exceed a per capita charge of \$2, which should also be billed to clubs based on club membership as of September 1 each year.

Voted, that this recommendation be adopted.
(See Recommendation 5 of Report of Laws and Policies Committee)

Recommendation 3. That the Board Committee on Laws and Policies prepare the necessary policy or Bylaw changes to implement the principle of permitting clubs to charge a portion of the cost of insurance as a cost of fund raising and community service activities with a specified minimum portion of the total charge to be paid from club administrative funds.

Voted, that this recommendation be adopted.
(See Recommendation 5 of the Report of the Committee on Laws and Policies)

Report received.

Retirement of Associate Secretary

Chairman Maurice Gladman presented the report of the Special Committee on Retirement of Associate Secretary. This is attached as Exhibit #20.

Recommendation 1. That Associate Secretary L. A. Hapgood be extended in his employment until the end of the 1977-78 Administrative Year to include the 1978 Council.

Voted, that this recommendation be adopted.
(Passed unanimously)

Recommendation 2. That Associate Secretary L. A. Hapgood be hired for the purpose of writing the Kiwanis History. He would be compensated an amount not to exceed that allowable beyond social security payments for the duration of one year subsequent to his retirement, effective with completion of the 1978 Council.

Voted, that this recommendation be adopted.

Report received.

9. Report of the Treasurer

Report of the Treasurer is attached as Exhibit #21.

Report accepted.

10. Report of Finance Committee

Chairman E. B. McKittrick presented the report of the committee. It is attached as Exhibit #22.

Recommendation 1. That the accounts receivable balances for the clubs listed in the report totaling \$4,415 be written off.

Voted, that this recommendation be adopted.

Recommendation 2. That the Board Committee on Laws and Policies increase the mileage rate from ten cents per mile to twelve cents per mile for general use, and the twelve cents per mile allowance for Field Service Representatives be increased to sixteen cents per mile.

Voted, that this recommendation be adopted.

Recommendation 3. That the Board Committee on Laws and Policies consider the redrafting of the policy involved in fund raising as shown on Page A-9, #6.

Voted, that this recommendation be adopted.

Recommendation 4. That the Board Committee on Laws and Policies institute the change of eliminating the names of the specific financial institutions involved on Page 7-B, paragraph "Bank Depositories."

Voted, that this recommendation be adopted.

Recommendation 5. That the Laws and Policies Committee be instructed to prepare an amendment to the International Bylaws on behalf of the International Board changing the charter fee to one hundred and fifty dollars, this amendment to be submitted to the delegates at the Dallas convention.

Voted, that this recommendation be adopted.

Report received.

11. Other Business

Kiwanis International Foundation

President Schneider read a letter from Harry S. Himmel, President of Kiwanis International Foundation, which stated that the terms of Board Members Himmel, McMahon, and Swain were expiring and that Gene Favell must leave the Board at the end of the 1976-77 fiscal year. Voted, that Harry S. Himmel, John F. McMahon, and Charles A. Swain be re-elected for another two-year term running through 1978-79, and that Roy W. Davis replace Gene H. Favell on the Foundation Board.

Voted, that the Board express its thanks to the Staff for its fine help and cooperation during this Board Meeting.

12. Next Board Meeting

The next Board Meeting will be held in Dallas, Texas, commencing on June 23.

Adjournment.

ARTICLE X

"Section 2. All proposed resolutions shall be submitted to the Secretary of Kiwanis International by the International Board of Trustees, districts or chartered clubs, at least sixty (60) days prior to the date of the Annual Convention. Within two weeks thereafter the International Committee on Resolutions shall meet to consider such proposed resolutions as well as any resolutions which may be initiated by the committee. The International Secretary shall send a copy of all resolutions recommended by the committee, other than memorial and appreciation resolutions, to each chartered club not later than thirty (30) days prior to the convention.

"No resolutions other than those so sent to chartered clubs shall be considered unless the International Board of Trustees shall recommend, by a two-thirds (2/3) vote, consideration of such resolutions by the Resolutions Committee."

INTERNATIONAL COMMITTEE ON RESOLUTIONS

Chairman, Donald E. Williams
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Roy W. Davis
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Allen M. Duffield
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(Detroit-Redford Club)

**Kiwanis International
101 East Erie Street
Chicago, Illinois 60611**



RESOLUTIONS

**62ND ANNUAL CONVENTION
OF KIWANIS INTERNATIONAL
DALLAS, TEXAS
JUNE 26-29, 1977**

Proposed resolutions will be presented for action by the delegates to the 62nd Annual Convention of Kiwanis International in Dallas, Texas, June 28, 1977, and are not effective unless adopted by the delegate body. They are presented by the International Committee on Resolutions in accordance with the International Bylaws and are recommended by the Committee on Resolutions.

Confidential/not for republication or editorial comment

INTRODUCTION

Your Committee on Resolutions proposes the following resolutions to be acted upon by the House of Delegates on Tuesday morning, June 28, 1977, at the 62nd Annual Convention of Kiwanis International in Dallas, Texas.

To the extent possible, these proposed resolutions reflect the combined thinking of all Kiwanians on those subjects that appear to be of greatest concern to them. This was made possible because of the excellent thoughts and ideas that were submitted by clubs, districts and individual Kiwanians. Each item was given careful and thoughtful consideration resulting in the following resolutions.

Your Committee wishes to express its thanks and appreciation to all clubs and districts which submitted proposed resolutions and to all who submitted other material for its consideration. This made it possible for the Committee to secure a better grasp of what Kiwanians are thinking. While we regret that we were unable to use all of the ideas and concerns expressed, the Committee would urge individual clubs and districts to pursue on their own those projects which they believe will merit their support and attention.

It is the hope of your Committee that resolutions which are adopted will become the basis for dynamic programs of service by individual clubs and not just platitudes to be pointed to as landmarks of Kiwanis philosophy. We would also remind all clubs that the absence of a proposed resolution relating to a previously identified area of concern should not suggest that this is no longer an appropriate subject for club activity. Quite the contrary, all previous resolutions remain in effect as long as they serve a need for an individual club or an entire district. Clubs are encouraged to pursue those areas of concern which they believe will enable them to render true community service.

PREAMBLE

We adopt resolutions because we believe in the reality of ideals.

As an ideal, we profess that an Object of every Kiwanis club is "To develop, by precept and example, a more intelligent, aggressive, and serviceable citizenship." The reality of that ideal can be enunciated by resolution, but it can be demonstrated only by our response to the realities of society—a society which desperately needs moral and spiritual redirection; a society scarred by crime and weakened by waste; and a society where the lives of millions of children and adults around the world can be enriched if there are more who will serve, more who will share, more who will love.

Today's challenge for all Kiwanians is to "Lead the Way"—not alone by reaffirmation of ideals, not alone by assenting to resolutions—but by committing ourselves to

9. WELFARE

Man's concern for his fellow man is historic and universal. In most societies the more fortunate have been called upon to assist the less fortunate, and the response has been most generous.

The gradual evolvement of this generosity into public welfare systems, with whatever benefits they have brought, has resulted also in widespread waste, fraud and abuse, which have caused the systems to lose much of their effectiveness and support. When this happens, the result is a distortion of the welfare concept and an abuse of man's concern for the well-being of society.

THEREFORE, BE IT RESOLVED:

1. *That all Kiwanis clubs and Kiwanians urge and assist their elected officials to eliminate fraud and abuse where it exists in the welfare system at all levels of government.*
2. *That they encourage elected officials to insure that welfare is only for those deserving of assistance and that those who are abusing the system be punished so that welfare may serve the purpose for which it was originally conceived.*
3. *That Kiwanians work for improved welfare legislation where it is needed.*

10. HYPERTENSION

Statistics indicate that one in six adults are affected by hypertension. This disease is a major risk factor in stroke, heart disease and kidney disease. Before persistent high blood pressure can be treated, it must be found to exist in the individual, and such individuals must be educated regarding its nature and treatment.

THEREFORE, BE IT RESOLVED:

1. *That all Kiwanis clubs promote, through properly qualified local channels, effective screening projects, such as the "Save A Life" hypertension program.*
2. *That Kiwanis and its sponsored youth organizations be encouraged to promote educational programs designed to emphasize the dangers of hypertension as well as its treatability.*
3. *That Kiwanis clubs cooperate with health agencies and other qualified local groups interested in this problem.*

BYLAW PROVISIONS

The Bylaws of Kiwanis International set forth the procedure for the submittal of resolutions for acceptance at International conventions as follows:

7. EARTH'S ENERGY RESOURCES

Most energy-producing natural resources now known to us are inevitably exhaustible. Nevertheless, man still appears to take his energy resources for granted and continues to consume and expend them, heedless of scientific facts, common sense and, in some respects, even moral obligations, as though these resources were inexhaustible and readily available to all people.

Justice and self-interest require comprehensive conservation programs, reduction of consumption, expanded efforts to develop new energy sources, and the sharing of the earth's resources.

THEREFORE, BE IT RESOLVED:

1. *That Kiwanians everywhere conscientiously strive to conserve and protect our natural resources, and to reduce consumption and waste and encourage others to do likewise.*
2. *That Kiwanis clubs, ideally with other members of the K-family, undertake or revive programs and projects to educate their members and communities on the importance of personal, community and national awareness of and response to the need for worldwide energy and natural resources.*
3. *That Kiwanis clubs advocate and support soundly-conceived governmental and industrial policies and programs aimed at conservation and more responsible use of existing energy sources and at development of alternate energy sources.*

8. CITIZENSHIP SERVICE

In the sixty-two year history of Kiwanis International, there is no single principle which has guided our thoughts and actions more than the principle that each citizen in a free society has a capacity to change the world for the better. Kiwanis has proved itself to be one of the most effective vehicles of our century for capitalizing upon the willing potential of free men to coordinate, dramatize and increase the impact of the individual citizen in building a better society.

THEREFORE, BE IT RESOLVED:

That Kiwanians and Kiwanis clubs work actively to educate and motivate themselves and others to participate as citizens and patriots to help their governments to secure the inherent rights of all their people.

respond to the agenda of the world. Let us embark today in the direction of the stars, not because we believe we can ever reach them, but because we know it is the direction in which society must progress and leadership must take us.

Two thousand years ago, St. Paul wrote these words to Titus: "Have our people learn to give their time in doing good works, to provide for real needs; they should not live useless lives."

Today, through these resolutions, we commit ourselves to good works. We must carry through aggressively. Kiwanians above all others should lead useful lives.

1. OUR FIRST OBJECT

Man, notwithstanding all his glorious accomplishments, is a limited being. The height of greatness to which he may arise depends upon his willingness to seek out a power greater than himself—the power of his Creator.

In recognition of this fact, our first Object, unchanged through the years, provides a means for every Kiwanian to enrich his own life by giving primacy to the human and spiritual, rather than to the material values of life.

THEREFORE, BE IT RESOLVED:

1. *That we Kiwanians hereby make a personal commitment to thus enrich our daily lives, in our conduct and by our attitude one toward another.*
2. *That all Kiwanis clubs originate or participate in community projects which would challenge and motivate the family and other human institutions to teach faith in the Supreme Being and in human and spiritual values as basic to decency in society.*

2. FIGHT CRIME FOR SURVIVAL

Crimes against persons and property continue to demand our attention as individual citizens and as members of our Kiwanis clubs. Fear of such crime denies freedom of movement, peace of mind and the use of community facilities.

Important as programs of immediate impact may be in the Safeguard Against Crime effort, long-range planning requires that our efforts now be focused on creating attitudes among children and youth which engender respect for, and obedience to, the law. Kiwanians are also concerned about those elements in our society which affect the lives of our young people now and in the future.

THEREFORE, BE IT RESOLVED:

1. *That Kiwanis clubs develop and implement programs which increase among children and youth their awareness of the dire consequences of crime and foster a closer relationship between young people and law enforcement agencies and personnel.*

2. *That Kiwanians encourage wholesome and decent TV and radio programming and commend positive action taken by the broadcasting industry, with the support of the business community, to de-emphasize crime and violence.*
3. *That Kiwanians continue to support laws that prohibit possession, sale and use of certain drugs; work to stop the illegal traffic in such drugs at the source; and express vigorous opposition to any liberalization of laws governing the possession and use of marijuana.*
4. *That Kiwanians and Kiwanis clubs provide every practical assistance to victims of crime.*

3. CRIMINAL JUSTICE

Individual freedom for all persons depends, in a large measure, upon the criminal justice system. Sure and swift trial and punishment of those who violate the law is the responsibility of such a system. It must also provide protection for those falsely accused of crime. It is, therefore, the duty of every person to be interested in and to support an adequate criminal justice system that achieves these results.

Many of these systems in Kiwanis countries need modernization. This includes procedures involving arrest, bail, fair sentencing, parole, provision for adequate legal representation of indigent defendants and, above all, adequate financing to attract qualified personnel and provide proper physical facilities, including prisons and treatment centers.

THEREFORE, BE IT RESOLVED:

That Kiwanians, on behalf of the improvement of local criminal justice systems,

- *investigate and become informed of the deficiencies and needs of such systems;*
- *lead the way in providing information and education to our fellow citizens on the need for modern, efficient, and fully-staffed units;*
- *work for reorganization where the need exists;*
- *work to assure that legislative groups provide adequate financing.*

4. KIWANIS AND YOUTH

One of the strong common denominators among Kiwanians throughout the world is our interest in youth. Reaching out to our young people through continuing sponsorship of Key Clubs, Circle K Clubs, Keywanettes Clubs, Builders Clubs and other youth organizations which meet Kiwanis standards provides us with unlimited opportunities for mutual service and understanding.

THEREFORE, BE IT RESOLVED:

1. *That Kiwanians achieve greater personal involvement with sponsored youth organizations.*
2. *That Kiwanis clubs develop more effective communication among the members of their K-family.*
3. *That Kiwanis clubs bring into their K-family other youth groups whose objectives are found to be consistent with those of Kiwanis International.*

5. THE FAMILY

During the past several years Kiwanis clubs have emphasized service to young people and the elderly. Authorities agree that many of the problems of young people result from a breakdown of the family unit. This is also the cause of much of the hardship and despair experienced by the elderly.

THEREFORE, BE IT RESOLVED:

1. *That Kiwanians promote family forums through their Kiwanis clubs and cooperate with the news media and their communities in evaluating the extent of deterioration of the family unit and methods of combating the problem.*
2. *That Kiwanians initiate projects which provide opportunities for the development of closer family ties.*
3. *That Kiwanians reach out in order to share the benefits of these close family relationships.*

6. ETHICS: ESSENTIAL TO SOCIETY

Disclosures of breaches of the public trust, dishonesty in government, illegal or unethical business and professional conduct and perversion of legal and judicial systems continue to occur. Such outrages disillusion and corrupt our citizenry, especially our youth.

Self-preservation demands that society fight such abuses rather than tolerate them. The Objects of Kiwanis require that we join the fight.

THEREFORE, BE IT RESOLVED:

1. *That all Kiwanians and Kiwanis clubs encourage, by all means possible, ethical conduct in government, business and all professions.*
2. *That all Kiwanians reaffirm their adherence to the Kiwanis Code of Ethics and apply it in all phases of their businesses, professions and daily lives.*

MESSAGE OF THE PRESIDENT
TO THE
INTERNATIONAL BOARD OF TRUSTEES

April 30, 1977

This day as I prepare to share with you my views on the status of Kiwanis International I am well aware that seven months of the 1976-77 Kiwanis administrative year are history. We, the current leaders of Kiwanis, can now only concern ourselves with the period ahead as the past is already recorded and cannot be changed.

It is thrilling, however, to realize that many accomplishments of the past seven months have already turned goals into reality. I am truly appreciative of the outstanding manner in which all members of the Board, International Committees, District Governors, members of the General Office staff, and Kiwanians everywhere have strived to truly exemplify our theme "Lead The Way".

Even as we pause to review the past you will find that I must once again call for that extra effort that has become the trade-mark of Kiwanis leaders down through the years. I know that each of you can be counted on to continue the record pace established during the first seven months of our 1976-77 Kiwanis year. Decisions reached at this Board Meeting will to no small degree insure the continued success of Kiwanis around the world. I would challenge all to give fully of themselves during the sessions of this Board Meeting so that the results will be most meaningful for Kiwanians everywhere.

PRESIDENTIAL VISITS

Our plan for visits to Kiwanis districts located on the North American continent is on schedule and proving quite productive. To date, Millie and I have visited twenty-four of these districts and shall, on May 21, have completed all North American official presidential district visits. In all districts visited, I have had the privilege of meeting with the district boards. I am most pleased to report that a very high percentage of district board members were in attendance.

The working sessions with the district leadership have been conducted as informal sessions and included discussion periods. Many topics have been discussed at these sessions. One of special interest would be the fine overall acceptance of the changes in the Key Club International constitution and bylaws, as approved at the last meeting of the Kiwanis International Board of Trustees, relating to requirements for membership. My emphasis during the official visits has been directed toward the concern for Kiwanis growth, sponsored youth, and the major emphasis program, but not limited to these three areas.

Our public relations impact has been truly excellent throughout our visits with exposure through TV, radio, and newspaper passing my fondest expectations. To a large degree, this success is to be attributed to our major emphasis program tie-in. I had made recommendations to Public Relations Director John McGehee as to how this concept might even be expanded in future times.

It is also worth noting that this year a number of the district visits were planned to be held in the less populated areas of districts; this in an effort to give all clubs exposure to the annual visit of the president. It is interesting to observe that attendance has run at record levels. Apparently interest by Kiwanians in such areas, plus lower costs incurred by holding the meetings in smaller communities, produced attendance by a higher percentage of the Kiwanians available.

REGIONAL CONFERENCES
FOR GOVERNORS

The fourth and final Regional Conference for Governors was completed on February 19 at Atlanta, Georgia.

All conferences were quite successful, and I am most appreciative for the assistance given me at these conferences by Associate Secretary Larry. It is my opinion that much of the success scored in the area of new club building can be related to these conferences and the presidential district visit experiences.

A one-day workshop for Lieutenant Governors and club Presidents, planned as a pilot project, was held on February 19 in conjunction with the fourth Regional Governors Conference in Atlanta, Georgia. This was a volunteer program with special emphasis on Kiwanis growth. Invitations were extended to lieutenant governors and club presidents in the Alabama, Carolinas, Florida, Georgia, and Kentucky-Tennessee Districts. From enthusiasm displayed by those in attendance and also feedback received since that workshop, I would suggest further consideration be given to this possible means of extending Kiwanis training.

MAJOR EMPHASIS PROGRAM

It will not be possible for me to adequately report on the potential I see for this program. Successes scored to date are both pleasing and many, but I feel quite sure we have not even come close to reaching the peak of activity possible under the "Safeguard Against Crime" program. The amount of interest outside of Kiwanis displayed in support of this program continues to amaze me. I would strongly urge the expanding of the scope of this program wherever possible.

This may well be one of our finest major emphasis programs ever. Interest by non-Kiwanians in our "Safeguard Against Crime" program has added a number of prominent citizens to our membership rolls. I have been privileged to induct into Kiwanis a good number of prosecuting attorneys, mayors, chiefs of police, county sheriffs, and many other law enforcement officials, in addition to the Governor of the State of Idaho.

GROWTH

Fulfillment of our goal for growth of our Kiwanis strength in terms of numbers of new Kiwanis clubs built and numbers of members added remains a most important challenge. It is satisfying to note that much has been accomplished through the adding of members in established clubs and through the building of new Kiwanis clubs. To date, New Club Building is moving at a record pace with 187 new clubs having been completed since October 1. It is also worth noting that new clubs have been added to 37 of the 40 districts and hopefully all will have added new clubs before the International Convention at Dallas. I would ask that all members of this board continue to support districts in areas of New Club Building, and especially those districts experiencing difficulty in meeting their new club goals.

New member adds during the first six months have exceeded the same period of the last two years. Regretfully, however, deletions are also much higher than in those years. The need for continued efforts in this important area remains great. It is thought that deletions may have been made earlier than usual this year, but our greatest opportunities for success in the area of growth lie in the club president "Diamond Award Program" and the "Presidents' Day Program". I am asking each member of the Board to give his personal support to these programs by aiding the district he counsels.

VISIT TO UNITED NATIONS HEADQUARTERS IN NEW YORK Following my official visit to the New York District, I visited the United Nations Headquarters in New York City on April 18. Edward J. Wilson, Special Representative of Kiwanis International to the United Nations, made the arrangements for this visit. I was truly appreciative of how well Ed had planned. I received private briefings on the activities of four important departments of the United Nations. These were Information and Research Service Centre for Disarmament, Technology Applications, Communications Support, and United Nations Children's Fund. A luncheon was planned for noon with a tour of the total facilities in the afternoon.

It is my opinion that Kiwanis could do well to develop a plan for obtaining service project information by working more closely with the United Nations. I was warmly welcomed as President of Kiwanis International. Kiwanis International is today located in 58 countries, and all members need to know more about their fellow Kiwanians in other lands. This would surely be a way to better understand others while serving many.

DALLAS CONVENTION The approaching convention under the leadership of Trustee Ernie Sturch, Chairman of the Board Committee on Convention, seems to be moving well in many areas, such as program and housing. Regretfully, in the important area of registrations, we are running behind schedule. I would ask all board members to follow up with the districts they serve as counselor. To date, seven districts have registrations exceeding their quota, and six others are above 85%, but some others are alarmingly short. I would ask that the Board Committee give consideration to this concern at its committee meeting on Sunday.

Trustee Carl Miller, Chairman of the Board Committee on Public Relations, has planned a pre-convention press conference and luncheon at Dallas. This will be held May 19, and I shall stop in Dallas on my way to the official visit to the California-Nevada-Hawaii District to attend that conference.

OVERSEAS EXTENSION AND OVERSEAS VISITS Kiwanis continues to experience good growth in areas outside of the North American Continent as well as within. 58 of the 187 Kiwanis clubs organized since October 1 have been in areas outside of the 30 North American districts.

The continuation of study of matters of Kiwanis administration for overseas areas remains equally as important as the matter of extending Kiwanis to new areas. On March 29, I met here in Chicago with Kiwanis International-Europe

President-elect Walter Frueh. This was an informal meeting designed to discuss items of mutual interest relative to the Kiwanis International-Europe proposal. This meeting had no official capacity as related to either Board, but was, I believe, quite beneficial to both. Also, in attendance at the meeting with Walter Frueh were President-elect Maury, Secretary Reg, and Associate Secretary Larry. Information relative to that meeting has been referred to Immediate Past President Ted, Chairman of the Board Committee on Overseas Extension. It is assumed that the Board Committee under Ted's chairmanship will further study this matter and report later in this board meeting.

My present plans call for being in the Dominican Republic on June 4 for the chartering of the Kiwanis Club of Santo Domingo, in our 56th country to join the Kiwanis family. The next day, I shall take part in the chartering of a new club in Puerto Rico. My plans also include attendance at the Kiwanis International-Europe Convention in London, June 10 - 12, and a series of meetings in the Far East next September. In compliance with the recommendation of the Board Committee on Overseas Extension, I have appointed Secretary Reg to attend and assist with the district organizing conventions of Japan and the Republic of China and with the 1977 Asia-Pacific Conference.

In closing, I would surely be remiss if I did not express my personal appreciation for the superb cooperation and dedication displayed by all of you. The 1976-77 team is following the path of other great Kiwanis teams. I have every confidence you, too, will continue to work diligently during the remaining five months in order to leave Kiwanis even better than we found it.

STANLEY E. SCHNEIDER
President

MESSAGE OF THE PRESIDENT-ELECT
TO THE BOARD OF TRUSTEES

April 30, 1977

As you can imagine, the period since the last Board meeting has been a busy one, not only busy travelling but also in preparation for the year ahead. I appreciate this opportunity to report to you and to share my thoughts with you.

I did not come to Chicago for the Major Emphasis Committee meeting in February because of some other commitments. I understand, however, that it was an excellent meeting and plans are going full tilt to continue the fine Safeguard Against Crime program. We hear many good things about the program this year and with such a fine running start should be able to accomplish much next year as we go into Phase II of the program.

The big event that occurred since last we met was, of course, the conference for Governors-elect. This was held March 30 to April 1 and was a most significant and momentous occasion. For the first time in Kiwanis history we had governors-elect from every district around the world in attendance. This included the five governors from Kiwanis International-Europe, the two Philippine districts, Australia, New Zealand, the Andean and the two new districts-to-be, Japan and the Republic of China. In addition Kiwanis International-Europe President-elect, Walter Frueh and Administrator Egon L'Eplattenier were in attendance. It was a wonderful conference and I take this opportunity to thank Chairman, Doug Wasson, Leadership and Council members, Jack Delf and Merald Enstad, and our fine Staff for doing a tremendous job. It was thoroughly professional in all aspects. I have heard nothing but fine comments and it was particularly pleasing to me that our overseas governors displayed great interest and enthusiasm throughout the entire conference. Treasurer Bill Solberg was also in attendance as an observer.

On April 12 and 13 I was in Chicago to visit briefly with the district secretaries who were in for their conference. Again I heard excellent comments about this meeting. I'm sure we all appreciate the significant role the district secretaries play and it is incumbent upon us all to let them know we are aware of this.

As you know from our past meeting, our committees are all appointed for next year and have been approved by this Board. Several of them are already well ahead in their planning and are developing a good communication relationship with the governors-elect.

I have been working on my travel plans and official visit dates and I am happy to say that 29 of the 30 domestic district visits are set. In addition we have discussed the Australia and New Zealand visits with the two governors-elect and have that partially planned for late August. Bob Detloff has been a great

help in the overseas planning. We have also planned our Governors' Regional Conferences for next year so I am delighted that I can say we will be ready to roll come October 1.

In the meantime you can be sure that I am aware of the fact that President Stan still has five months to go and I have reminded all my team that we have an obligation to assist Stan in making this 1976-77 year a record year as I am sure it will be.

MAURICE GLADMAN
President-elect

REPORT OF THE SECRETARIES
TO THE
INTERNATIONAL BOARD OF TRUSTEES

April 30, 1977

The first half of the 1976-77 administrative year has revealed enthusiastic support of President Stan's "Safeguard Against Crime" program with exciting evidence of the determination of our Kiwanis clubs to "Lead the Way" in the effort to reduce crime in their communities. Kiwanis is now represented in fifty-eight countries and, in the next few minutes, it will be our privilege to comment on the various aspects of our entire organization in more detail.

DALLAS CONVENTION

Advance registrations for our 62nd Kiwanis International Convention are somewhat slow in coming in but we are happy to report that seven districts have reached and exceeded their quota, most by more than 25%. We are happy to note a recent increase in the registrations from the host district which now has eleven 100% clubs and several more clubs which are lacking only two or three registrations to reach the 100% mark. The actual figures as of April 29 show 4,767 men and 3,787 ladies, for a total of 8,554. This compares with a total of 10,533 for San Diego as of that same date last year.

The program for the convention is complete, thanks to the excellent work of Chairman Ernie and the Board Committee on Convention and the cooperation of the host committee. One new program note of interest is the news that Roy Rogers and Dale Evans will appear in person to accept the Kiwanis Decency Award.

On May 19 a special press luncheon will be held in Dallas, hosted by President Stan and Millie. Approximately forty guests will be invited from press, radio and television, together with the Dallas Chief of Police because of his interest in our Safeguard Against Crime program. Chairman Ernie and Public Relations Chairman Carl Miller will attend, together with Convention Manager Jim and Public Relations Director John. It is anticipated that increased publicity will be generated by this innovation, resulting in increased registration in the Dallas-Fort Worth area.

CONFERENCE FOR GOVERNORS-ELECT

The Board Committee on Leadership and Council gave top leadership to a most successful Conference for Governors-elect which was presided over by President-elect Maury Gladman. The conference opened on Wednesday night, March 30, and closed following lunch on Friday, April 1. Governors-elect from every district in Kiwanis International, including five districts in Kiwanis International-Europe, and President-elect Walter Frueh of Kiwanis International-Europe were in attendance.

The Board Committee on Leadership and Council will appraise this conference and undoubtedly make recommendations which will be beneficial in the planning of future sessions. The question of timing of the conference will also need to be considered.

The second conference for those governors-elect who will be in attendance at the Dallas Convention will be held on Saturday, June 25. This conference will deal basically with program emphases.

CONFERENCE FOR

DISTRICT SECRETARIES

A very successful conference for district secretaries was held in the General Office on April 11, 12 and 13. Attendance at this conference is voluntary. Districts provide the financing for travel; International has been responsible for housing and meals.

Attendance at these conferences has been growing. This year, 25 of the 30 districts on the North American continent were represented by their key leadership. Comments were most favorable. As was the case last year when then-President-elect Stan Schneider talked to the secretaries, this year President-elect Maury Gladman was able to spend a brief period of time in an effective presentation to the secretaries as all look forward to the development of a continuing administrative team for the 1977-78 administrative year.

MEMBERSHIP

The following figures give a graphic picture of the situation related to membership:

1. Billing figure for the second six months of 1975-76	271,232
For the same period of the administrative year 1976-77	275,281
2. The paid figure for the second six months of 1975-76	268,785
3. Barring unusual circumstances, paid figure for the second six months of 1976-77 should be in the range of	272,000
4. Trend figure for Kiwanis International, including members in Kiwanis International-Europe, as of March 31, 1977	283,855
5. Trend growth of Kiwanis International first six months of this administrative year	5,406
6. Trend growth in past two administrative years	6,379 7,360
7. Total number New Member Adds first six months of 1976-77	28,386
8. Two previous administrative years	26,860 26,886
9. Projection for the year, based upon average monthly add figure of 4,761. Total adds	57,132
10. Obviously, this is far short of projected goal of	80,000

The challenge, therefore, is increased effort on the part of the districts; further promotion on the part of the International Committees; and the full cooperation of the Board counselors.

Plans are being proposed by the General Office and the Board Committee on Membership Growth and Education will give its full attention to these and other projected plans which will have their affect upon the period between now and the International Convention, and also have special reference to the period of July, August and September.

NEW CLUB BUILDING

The following information will pinpoint the situation in New Club Building worldwide at this time:

1. The number of clubs organized thus far in this administrative year - 187
2. The comparative figure for the last administrative year - 189
3. The number of clubs organized in 28 districts of the United States - 121
4. The number of clubs organized in the two districts of Canada - 8
5. Clubs organized in the Andean District - 2
6. Clubs organized in Australia - 3
7. In New Zealand - 4
8. Philippine Luzon - 8
9. Philippine South - 9
10. In non-districted areas - 10
11. In Europe - 22
12. Number of districts in which new clubs have not been formed this year - 3 (Minnesota-Dakotas; Utah-Idaho; Western Canada.) Prospects for new clubs in these districts are possible by the end of May.

There is certainly a need for positive leadership on the part of district governors and those associated with them in order that the goal for 1976-77 administrative year might be achieved. The Board Committee has given every assistance possible, as has the International Committees under the chairmanship of Ralph Davis and Andy Waters.

A check is being made on the utilization of the charts listing communities with a population of 2000 or more. It is hoped that this may help to stimulate additional sites for new clubs.

We are sorry to announce that Field Service Representative Mac Barnett has been forced to go on total disability. Past Governor and Past District Secretary of the Indiana District, Bob Mason, has offered his services as a Special Field Service Representative to assist in at least a part of the areas which Mac covered. Other plans for growth are being developed with the leadership in both Western Canada and Eastern Canada and the Caribbean.

CIRCLE K

The following statistics provide a year-to-year comparison on the status of Circle K International. The Figures shown are valid from April 15, 1976 through April 15, 1977.

	<u>1976</u>	<u>1977</u>
Total Charters	677	646
Inactive Charters	115	45
New Clubs	42	52
Membership	10,228	10,972
Sponsorship Fee Income	\$46,250.00	\$56,980.00

Every assistance has been given the Circle K officers in the hope that the goal of 100 new clubs might be built in this administrative year. Special releases to districts have gone out recently, asking that the Kiwanis governor and Circle K administrator choose a minimum of two, and hopefully more, specific sites where Circle K clubs could be completed between now and the Circle K International Convention.

It is extremely important to the stability of Circle K that growth continue. The budget for next year which must support action taken by the Board at its last meeting will require these added sponsorship fees.

KEY CLUB

The Key Club organization shows the following figures as of April 20, 1977, comparing with the same period in 1976:

	<u>1976</u>	<u>1977</u>
Total Number of Clubs	3,660	3,594
Total Clubs Built	102	90
Non-Meeting Clubs	272	236
Approximate Membership to Date	81,562	81,725
Dues Received to Date	\$152,700.00	\$181,434.00

We are watching very carefully the impact of the decision of the International Board to open Key Clubs to young women on the basis of local option. It certainly is hoped that this decision will pave the way for Key Clubs which have been concerned about this matter to now pay their dues and be returned to the active status.

BUILDERS CLUBS

As of this report, 162 Builders Clubs have been chartered. Based upon information which has been collected from the Builders Survey and indicated on petitions for charter, it is estimated that the current membership of Builders Clubs is over 3,000. The program continues to grow. Since the beginning of the 1976-77 school year, 86 Builders Clubs have been chartered.

CLUB INVOLVEMENT IN SERVICE PROJECTS

The Program Development department conducted a study into the individual involvement of Kiwanis Clubs in service projects to assist the aging from 1973 to 1976 and determined that a total of nearly eight million dollars was expended

by clubs on behalf of the aging during that period. A similar survey of club involvement in service projects to assist children with specific learning disabilities from 1974 through 1976 revealed that a little over two and a half million dollars was expended by clubs in behalf of such children. We have attached a complete copy of this survey for your consideration and edification.

KIWANIS INTERNATIONAL
FOUNDATION

Again this year the contributions to the Voluntary Birthday Gift Contribution Plan of the Kiwanis International Foundation are breaking all previous records. The amount contributed to date is \$157,365, which exceeds last year's total for the entire administrative year which was \$140,936. We are estimating that this year's campaign will total well in excess of \$160,000.

We have been asked by the Kiwanis International Foundation Board to bring its request to this Board for consideration to be given to approving a Sustaining Contributor Plan. This plan, in the beginning, would be offered to Kiwanians in North America. Kiwanians would be asked to contribute \$10.00 to become Sustaining Contributors and \$10.00 annually to retain the designation. Each would receive a special Sustaining Contributor card and a special book containing their names would be maintained in the Past President's Room of the General Office. Each year, prior to the anniversary date of becoming a Sustaining Contributor, each Sustaining Contributor would receive a statement from the Kiwanis International Foundation, asking for the next annual contribution of \$10.00. All billing and other supporting paper work would be handled by the Kiwanis International Foundation staff. The Foundation Board has asked that a decision be reached at this meeting, if at all possible, since your approval would require immediate action in preparation for the June meeting of the Foundation Board.

WOMEN IN KIWANIS

During the past few months three Kiwanis clubs have been officially reported to have accepted women into membership in violation of the Kiwanis International Constitution and By-laws. Two of these -- the Kiwanis Club of Susanville, California and the Kiwanis Club of Perry, Missouri acted within thirty days of receiving our official notice of violation and dropped all women from their club rolls. This removed the need for further action by this Board. The third club -- the Kiwanis Club of Lexington-Bedford, Massachusetts voted to support the continued membership of a woman in that club and subsequently requested the full hearing before this Board which was held this afternoon.

The Kiwanis Club of Elgin-Fox Valley, Illinois has submitted a proposed amendment to admit women into membership in Kiwanis clubs. Five other clubs have indicated an interest in there being such an amendment. It is interesting to note that Rotary International and Optimist International have received similar proposed amendments for presentation at their international conventions this year.

Just yesterday we received the good news from our counsel in New York that the New York Court of Appeals affirmed the decision in Kiwanis Club of Great Neck, Inc. et al versus Board of Trustees of Kiwanis International et al. The decision was 6 - 0, with one judge not participating (we understand this was

because he is a member of Kiwanis). The plaintiffs can ask for a re-hearing but, in the face of the unanimity of the decision, it seems unlikely that this would be granted. Their only alternative would be to ask the United States Supreme Court to grant a writ of certiorari. This, if granted, would mean that the Supreme Court will hear the case. There is no way of judging whether the Supreme Court would grant the hearing but it should be noted that the Court refused to grant such a writ in the case of Stearns versus the Veterans of Foreign Wars -- a case which has some similarity to ours. We will keep you advised on any further developments.

KIWANIS MAGAZINE

We continue to have reason to be proud of our Kiwanis Magazine, as I'm sure you will agree when you hear the details in Chairman Ralph's report on Publications and Advertising. However we must share with you our deep concerns regarding the rapidly escalating cost of getting this magazine into the hands of Kiwanians. We are suffering the same plight as are all magazines. The increase in postage which has been threatened for many months is now a reality, causing an increase of some \$3,000 in postage alone for each of our last two issues of this administrative year. At the same time our advertising income for this year is down some \$25,000 from last year. We are hopeful that the remaining three issues will see a considerable improvement in advertising space but it is possible that it will not. As we look to the rest of this year and our budget for 1977-78 it is obvious that we must leave no stone unturned to increase our revenue and, at the same time, decrease our cost wherever possible.

MAILING OF PROPOSED AMENDMENTS AND RESOLUTIONS

Another problem generated by postal delays is that of getting our proposed amendments and resolutions into the hands of Kiwanis club leaders in time for their club members to decide how they react to them. Last year quite a number of clubs had not received their material by convention time, even though it had been mailed, as required by the Constitution and Bylaws, thirty days before the beginning of the convention. We are now faced with the problem of what to do this year. Since the postal delivery service has not improved it may be necessary for us to abandon our long practice of sending this large mailing by permit mail and instead send it by first class mail. Based upon the usual weight of just over two ounces our cost for mailing to the U.S. and Canada by third class mail has been \$534. The same mailing by first class mail will cost \$2,180. Overseas clubs are not a factor because we have always sent theirs by airmail. The use of very lightweight paper would reduce this cost somewhat but the material would not stand for much hard usage. We would certainly appreciate knowing the wishes of the Board in this very important matter before we adjourn next Wednesday.

LEGAL LIABILITY INSURANCE

On March 25, 1977 we received the official cancellation of our Legal Liability Insurance Program with U. S. F. & G., effective September 30, 1977. We immediately began a search for new sources for this highly essential insurance, working not only through Donchin & Hecht but also through Marsh & McClellan. As you know, President Stan has appointed a special Committee on Insurance Consultation to work with us in finding new insurers in time for the necessary amendments to be prepared and sent to all clubs. As this report is being prepared we have two definite proposals, both of which will call for premiums of \$1 or more per member.

The suggestion has been made that, since legal liability insurance is made necessary by the fund-raising efforts of clubs and the projects on which they spend those funds, it would be most appropriate for most if not all of the cost of this legal liability insurance to be charged against the project funds of the individual clubs, rather than to the individual members. Legal and accountant firm opinions support this but, in the case of our legal advisers, it is suggested that some small part would still have to be considered an administrative expense to take care of that portion of the Kiwanian's time when he is not working on projects or fund-raising. This has led to a further suggestion that we continue to charge the twenty-five cents per member with any additional amount to be paid by the club, based on the number of members and deducted from their project funds as a business expense related directly to the projects. Your decisions on these matters must be made before the end of this Board meeting, since our proposed amendments must go to the printer within a few days.

FINANCE

As we begin the second half of this administrative year our evaluation of the financial condition of Kiwanis International as it relates to our budget can best be described as guardedly optimistic. Our optimism is largely based on the success of our Supplies Department. Its excess of income over expense should more than offset such weak areas as magazine advertising. The pivotal area is the International Convention. If registrations pick up and we exceed our quota we should have a positive figure, which, added to our anticipated strength in supplies, should find us well ahead of budget at year's end. With the help of the Convention and Property and Supplies Committees and with continuing adherence to a strong general program of austerity we should end the year on a strong, positive note. In conclusion we are happy to report that 301 Life Member Statuses have been granted this year, compared to 196 on this date last year, reflecting an improvement of over 50%. We are estimating a total of at least 600 will be granted by the end of this administrative year.

Respectfully submitted,

R. P. MERRIDEW
International Secretary

L. A. HAPGOOD
Associate Secretary

INDIVIDUAL KIWANIS CLUB INVOLVEMENT
IN SERVICE PROJECTS TO ASSIST THE AGING

1973 - 1976

During the Kiwanis Administrative years beginning October 1, 1973 through September 30, 1976, Kiwanis International had as its Major Emphasis Program THE GREATER YEARS, a program to assist the aging. Below is a summary of the service project areas in which clubs were most active:

\$7,821,718.00 was expended by clubs on behalf of the aging

- 64,885 Projects involving services to the aging were performed
- 8,684 Projects of visitations to the elderly took place
- 6,742 Senior citizens worked with Kiwanis clubs in service projects
- 6,520 Projects providing transportation to the elderly were held
- 6,328 Events were sponsored for the aging
- 4,439 Projects were completed which provided meals for the elderly
- 3,080 Clubs provided direct financial assistance to needy senior citizens
- 1,980 Projects of telephone reassurance were completed
- 1,895 Men age 65 and over were added as Kiwanis club members
- 1,267 Planning for retirement seminars were held
- 1,215 Projects were held in which direct Kiwanis manpower was utilized to assist senior citizens
- 965 Projects involved assistance to multi-purpose senior center facilities, including programming
- 964 Clubs secured discounts for those persons over 65 years of age
- 612 Clubs participated directly in community councils on the aging
- 561 Projects were sponsored involving the aging in the arts
- 394 Clubs provided youth escorts for the aging
- 389 Hobby or talent shows were sponsored for the aging
- 343 Clubs assisted in providing housing for the elderly
- 293 Projects of health screening for the aging were sponsored
- 283 Clubs provided employment for aging persons

INDIVIDUAL KIWANIS CLUB INVOLVEMENT
IN SERVICE PROJECTS TO ASSIST CHILDREN
WITH SPECIFIC LEARNING DISABILITIES

During the Kiwanis Administrative Years beginning October 1, 1974 through September 30, 1976, Kiwanis International had as its Major Emphasis Program THE YOUNGER YEARS, a program of services on behalf of children with specific learning disabilities. Below is a summary of the service project areas in which Kiwanis clubs were most active:

\$2,526,458.00 was expended by clubs on behalf of children with specific learning disabilities

70,710 Pre-school children were screened by Kiwanis-initiated local projects to identify children with specific learning disabilities

19,455 Kiwanis club meeting programs were held on the subject of learning disabilities

16,568 Service projects on behalf of learning disabled children were reported during the year

3,169 Kiwanis-initiated community educational programs on learning disabilities were held

2,738 Projects involved purchase of equipment or materials for school learning disabilities programs

2,675 Projects were performed involving distribution of educational materials on learning disabilities

1,972 Clubs established and maintained a liaison with the nearest parent-professional group (such as an ACLD chapter)

1,882 Projects involved learning disabled children in group activity

1,633 Projects involved funding of special training in learning disabilities for students or teachers

1,542 Screening programs were initiated or supported by clubs to identify children with specific learning disabilities

1,006 Projects were held to provide transportation of learning disabled children to special classes, facilities, etc.

GENERAL OFFICE ADMINISTRATIVE ACTION

April 30 - May 4, 1977

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

<u>CLUB</u>	<u>NUMBER OF MEMBERS</u>	<u>LISTED AS NOT-MEETING</u>
Leeds, Alabama	26	1-25-77
Perry Hall-Kingsville, Maryland	10	1-25-77
McKenzie, Tennessee	16	1-25-77
Windsor, Vermont	16	1-25-77
River Road, Eugene, Oregon	25	1-25-77
Castroville, California	16	1-31-77
Nipomo, California	20	1-31-77
Riverside, Ontario	12	1-31-77
North Burnaby, British Columbia	9	1-31-77
Torrey Pines, La Jolla, California	15	2-21-77
La Belle, Missouri	26	2-21-77
Sheridan, Arkansas	20	2-21-77
Town Of Moriah, Port Henry, New York	13	2-21-77
Roslyn-Crestmont Area, Pennsylvania	12	2-21-77
Mountain Home, Idaho	10	2-21-77
The First Capitol, West Columbia, Texas	10	2-21-77
Morgan City, Louisiana	16	2-28-77
Golden K, Iowa Veterans Home, Marshalltown, Iowa	27	2-28-77
Rush County, Kansas	33	3-17-77
Northwestern-Detroit, Michigan	7	3-17-77
Holliston, Massachusetts	17	3-17-77
Des Moines, Washington	16	3-17-77
East Wenatchee, Washington	11	3-17-77
Newton, British Columbia	13	3-17-77
South Vancouver, British Columbia	12	3-17-77
Mission Valley, San Diego, California	19	3-28-77
Columbia, Maryland	1	3-28-77
Simsbury, Connecticut	11	3-28-77
Digos, Philippines	27	3-28-77
Greater Cache Valley, Smithfield, Utah	12	3-28-77
Snake River, Burley, Idaho	13	3-28-77
West Nampa, Idaho	14	3-28-77
Calgary Centre East, Alberta	15	3-28-77
Medicine Park, Oklahoma	13	3-31-77
Stigler, Oklahoma	20	3-31-77
Benalla, Victoria, Australia	26	4-20-77
Brisbane, Australia	11	4-20-77
Frankston, Australia	21	4-20-77
Shawinigan, Quebec	15	4-20-77
Golden K, Attleboro, Massachusetts	28	4-20-77
Logan Valley, Altoona, Pennsylvania	12	4-20-77
Mount Vernon, Texas	21	4-20-77
Woodville, Texas	6	4-20-77
Temple, Oklahoma	27	4-20-77

b. Organization of new clubs:

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Sogod, Philippines	10-10-76	22
Palompon, Philippines	12-18-76	32
Marawi City, Philippines	1-8-77	20
Kopasker-Faxi, Iceland	1-15-77	25
Brookside Hills, Philippines	1-16-77	22
Pueblo de San Jose, California	1-17-77	20
Baltimore-Washington International Airport, Maryland	1-19-77	30
Firebaugh, California	1-20-77	20
Dubuque, West Side, Breakfast, Iowa	1-26-77	25
Pointe Coupee, New Roads, Louisiana	1-27-77	20
The Delta, Antioch, California	2-1-77	27
Slaton, Texas	2-2-77	20
Alexandria, Jamaica	2-3-77	34
Kings Point West, Golden K, Florida	2-4-77	33
Bacolor, Philippines	2-5-77	24
Panabo, Philippines	2-6-77	20
Rockingham, Harrisonburg, Virginia	2-8-77	20
Newberry, Michigan	2-9-77	20
Madison, Florida	2-10-77	25
Golden K, Rockaway Boulevard, South Ozone Park, New York	2-10-77	57
Tri-City, Wisconsin Rapids, Wisconsin	2-14-77	20
Acqui Terme, Italy	2-14-77	21
Gela, Italy	2-14-77	24
Messina, Italy	2-14-77	21
Southpark-Shreveport, Louisiana	2-15-77	29
Grindavik-Bodi, Iceland	2-15-77	20
Warner Robins, Georgia	2-16-77	25
Akure, Nigeria	2-18-77	26
Owo, Nigeria	2-19-77	23
Linden, Texas	2-21-77	22
The Senior Friendship Centers, Sarasota, Florida	2-22-77	26
Rockway, Golden K, Kitchener-Waterloo, Ontario	2-24-77	20
Phillipsburg, New Jersey	2-24-77	20
Seneca, Missouri	2-28-77	31
Boone Day-Breakers, Iowa	3-1-77	21
Magic City, Birmingham, Alabama	3-1-77	29
Central Brevard, Florida	3-1-77	20
Islington, Ontario	3-1-77	24
Pikes Peak, Golden K, Colorado Springs, Colorado	3-2-77	27
Zamboanga City, Philippines	3-2-77	36
Accra, Ghana	3-3-77	22
Maury, Fredericksburg, Virginia	3-7-77	23
Wawasee, Indiana	3-7-77	30
Taichung Chung Cheng, Republic Of China	3-8-77	20
Clearbrook, British Columbia	3-9-77	20
Esquimalt, British Columbia	3-10-77	22
The Narrow Gauge, Durango, Colorado	3-16-77	24
The Windsor Area, Wisconsin	3-17-77	23
Villa Park, Illinois	3-21-77	23
Metro-Magnolia, Arkansas	3-21-77	21

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Trevorton, Pennsylvania	3-22-77	27
Santo Domingo, Dominican Republic	3-22-77	26
Sint-Truiden Haspengouw, Belgium	3-22-77	20
Kihei-Wailea, Hawaii	3-23-77	53
Greater Jamul, California	3-23-77	20
Caguas, Puerto Rico	3-24-77	23
Smith Center, Kansas	3-25-77	20
Northwest Omaha, Nebraska	3-25-77	20
DeWitt, Nebraska	3-26-77	20
Batesville, Indiana	3-28-77	22
Selden-Centereach, New York	3-29-77	27
Flagler, Palm Coast, Florida	3-29-77	30
Jefferson, Texas	3-29-77	22
Columbia Center, Kennewick, Washington	3-30-77	23
North Vernon, Indiana	3-30-77	21
Greenville, Florida	3-30-77	29
Holbrook, Painted, Desert, Arizona	3-31-77	23
DeKalb, Texas	4-4-77	21
Aalst, Belgium	4-4-77	20
Schaffhausen, Switzerland	4-4-77	20
Greater Rumford Area, Maine	4-5-77	22
Chetopa, Kansas	4-6-77	22
South Fairmont, West Virginia	4-6-77	23
Russellville, Alabama	4-8-77	20
Monrovia, Liberia	4-11-77	31
Palmyra-Early Bird, Missouri	4-12-77	21
Richmond, Ontario	4-12-77	20
Vilvoorde, Belgium	4-14-77	20
Greater Waverly, Iowa	4-18-77	21
Port City, Greenville, Mississippi	4-19-77	20
Melbourne, St. Kilda Road, Australia	4-19-77	23
Anaheim Hills, California	4-19-77	21
Hillsboro Day Breakers, Kansas	4-20-77	26
Canyon-Palo Duro, Texas	4-21-77	23
Carrollwood, Tampa, Florida	4-21-77	25

2,054

c. Change of names of Kiwanis clubs:

From Kiwanis Club of:

Bayside Estates, Fort Myers Beach, Fla.
 Council Bluffs, Ia.
 New Cassel, Westbury, N. Y.
 Prichard, Ala.
 San Diego, Metropolitan, Cal.
 South Brevard Beaches, Satellite Beach, Fla.
 Vernon, Cincinnati, Ohio

To Kiwanis Club of:

Bayside, Fort Myers Beach, Fla.
 Downtown Council Bluffs, Ia.
 New Cassel, N. Y.
 North Mobile, Ala.
 San Diego, Metro, Cal.
 South Brevard Beaches, Brevard
 County, Fla.
 Riverfront, Cincinnati, Ohio

d. Club incorporations completed:

Amityville North, N. Y.
Burlington, Ind.
Canton-South, Ohio
Chena-Fairbanks, Alaska
Denison Golden K, Ia.
Dunlap, Ill.
Durham, A. M.-Oshawa, Ontario
Elkhorn Valley, Norfolk, Nebr.
Gallatin Canyon, Big Sky, Mont.
Golden K, Rahway, N. J.
Greater Poulsbo, Wash.
Greater Tuscaloosa, Ala.
Harbor Front, Norfolk, Va.
Hobbs-Chaparral, New Mexico
Iroquois, Louisville, Ky.
Kelligrews, Newfoundland
Kenly, N. C.
Kings Plaza, Brooklyn, N. Y.
Knox County, Rockland, Me.
Kokomo, Ind.
La Baie des Ha Ha, Quebec
Lawncrest, Philadelphia, Pa.
Lebanon, Mo.
Leesburg, Sunrise, Fla.
Lewisville, Texas
Lexington-Bedford, Mass.
Litchfield, Minn.
Logan, Ohio
Ludlow, Mass.
Maddock, N. D.
Main Street, U.S.A., Webster City, Ia.
Martinsville, Va.
Mason City-River City, Ia.
Matoaka, W. Va.
McKee City, N. J.
Melville-Dix Hills, N. Y.

Metropolitan Lima, Ohio
Miami-Latin American, Fla.
Middlesex, London, Ontario
Mid Valley, Fresno, Cal.
Mill Creek, Youngstown, Ohio
Monroe North, Mich.
Monte Vista Grove, Pasadena, Cal.
Montezuma, Ga.
Monticello, N. Y.
New Cassel, N. Y.
North Park, Evansville, Ind.
Norwood, Ohio
Ootasse, Oologah, Okla.
Opp, Ala.
Oquawka, Ill.
Orem, Utah
Petersburg, Ill.
Petersburg-Breakfast, Va.
Pioneers, Norfolk, Va.
Plainfield, Ind.
Platte City, Mo.
Portland Center, Portland, Ore.
Queen Anne-Fishermans Terminal, Wash.
Quinter, Kans.
Reynella, Australia
Roswell, Ga.
Santa Rosa Suburban, Cal.
Scotch Plains-Fanwood, N. J.
Sequim-Dungeness, Wash.
Shattuck, Okla.
Sierra Nevada, Tahoe, Nev.
Tualatin, Ore.
Union Gap, Wash.
Whitefish, Mont.
Xenia, Ohio

e. Circle K Clubs completed:

Circle K Club

Washburn University
 Rowan Technical Institute
 MiraCosta College
 Stockton State College
 William Paterson College of New Jersey
 Meredith College
 Mary Washington College
 Williamsport Area Community College
 Erie Community College, South
 The University of Saint Thomas
 Babson College
 Western Carolina University
 SUNY College at Buffalo
 Slippery Rock State College
 Wabash Valley College
 Nevada University at Reno
 West Valley College
 Lorain County Community College
 Ball State University
 Santa Ana College
 Colgate University
 The College of the Ozarks
 Tabor College
 Lee College
 Kalamazoo Community College
 Taft College
 The Citadel
 University of Southern Mississippi
 Mercer University
 North Texas State University

Kiwanis Club Sponsor

Topeka, Kansas
 Salisbury, North Carolina
 Oceanside, California
 Atlantic City, New Jersey
 Passaic Valley, New Jersey
 Sir Walter, Raleigh, North Carolina
 Fredricksburg, Virginia
 Williamsport, Pennsylvania
 Hamburg, New York
 Houston, Texas
 Wellesley, Massachusetts
 Cullowhee-Sylva, North Carolina
 West Side, Buffalo, New York
 Grove City, Pennsylvania
 Mount Carmel, Illinois
 Carson City, Nevada
 West Valley, California
 Grafton-Midview, Ohio
 Delaware, Muncie, Indiana
 Santa Ana, California
 Waterville, New York
 Clarksville, Arkansas
 Hillsboro, Kansas
 Baytown, Texas
 Downtown Kalamazoo, Michigan
 Taft, California
 Charleston, South Carolina
 Hattiesburg, Mississippi
 Macon, Georgia
 Denton, Texas

f. Key Clubs completed:

KEY CLUBS

McMinnville H.S.
 New Community H.S.
 North Carolina School for the Deaf
 Mingus Union High School
 Meadowbrook H.S.
 Hazel Green H.S.
 Strathmore Union H.S.

KIWANIS SPONSOR

McMinnville, OR
 James River, Richmond, VA
 Burke County, NC
 Clarkdale-Verde District AZ
 Cambridge, OH
 Metropolitan Huntsville, AL
 Lindsay, CA

Pinellas Park Senior H.S.	Pinellas Park, FL
South Kitsap H.S.	Port Orchard, WA
Miami Northwestern Senior H.S.	Afro American-Greater Miami, FL
Windber H.S.	Windber Area, PA
Selinsgrove Area H.S.	Selinsgrove, PA
Forsyth Country Day School	Winston-Salem, Stratford, NC
Alan LeRoy Locke H.S.	Southwest Los Angeles, CA
Sidney Lanier H.S.	Austin-Northeast, TX
Lawrence North H.S.	Lawrence, IN
Fort Lee H.S.	Fort Lee, NJ
Wauwatosa East H.S.	Wauwatosa, WI
Noble H.S.	Sandford, ME
Wadsworth H.S.	Wadsworth, OH
Arcata Union H.S.	Arcata, CA
Charles H. McCann Technical H.S.	North Adams, MA
Our Lady of Victories Central H.S.	Pascagoula, MS
West H.S.	West, TX
Indian Springs Academy	Jackson, GA
Herndon H.S.	McLean, VA
Emsley A. Laney H.S.	Port City, Wilmington, NC
Pojaque H.S.	Pojaque Valley, NM
Lambrick Park Secondary School	Victoria, British Columbia, Canada
Woodlawn H.S.	Birmingham-East, AL
South H.S.	Salt Lake City, UT
Wichita Falls H.S.	University, Wichita Falls, TX
Mesa H.S.	Mesa, AZ
Cody H.S.	Warrendale, Detroit, MI
Midfield H.S.	Fairfield, AL
Watson Chapel H.S.	Pine Bluff, AR
Pinson Valley H.S.	Center Point, Birmingham, AL
Burlingame H.S.	Burlingame, CA
Calvary Baptist H.S.	Savannah, GA
Skyline H.S.	Grand Lake--Oakland, CA
Lakeview Centennial H.S.	Lake Ray Hubbard, TX
Putnam County H.S.	Eatonton, GA
Guilford, H.S.	Guilford-Madison, CT
Estancia H.S.	Costa Mesa-North, CA
Burnt-Hills Ballston Lake H.S.	Mayfair-Burnt Hills, NY
Corona Senior H.S.	Corona, CA
Lawrence H.S.	Lawrence, KS
Immaculate Heart Central H.S.	Watertown, NY
Lutheran H.S.	La Verne-San Dimas, CA
Westover H.S.	Dougherty County, Albany, GA
Strake Jesuit College Preparatory H.S.	Houston Galleria, TX
Oliver Wolcott Technical H.S.	Torrington, CT
Chaparral H.S.	Carefree, AZ
Lakota H.S.	Lakota, West Chester, OH
Circle H.S.	Circle, MT
Cupertino H.S.	Cupertino, CA
Forestbrook H.S.	Houston-Intercontinental, TX
Montgomery County H.S.	Mount Sterling, KY
Laurel H.S.	Laurel, IN
Meadville Area Senior H.S.	Meadville, PA

g. Incorporation of Kiwanis Club Foundations:

none

h. Cancelled meetings:

- | | | | |
|--|-------------------------|---------------------------------|--------------------------|
| Shades Valley, Birmingham,
Alabama | 1/19/77 | Dalton, Georgia | 1/3, 10, 24, 1977 |
| Montgomery, Alabama | 1/18/77 | Macon, Georgia | 1/18/77 |
| | | Metro, Gainesville | 1/24/77 |
| | | Jackson, Georgia | 1/18, 25, 1977 |
| | | Thomasville, Ga | 1/21/77 |
| | | Thomson, Georgia | 1/31/77 |
| Crown Point, Indiana | 1/26/77 | Anderson, Indiana | 1/10, 17, 1977 |
| Schererville, Indiana | 1/28/77 | Pendleton, Indiana | 1/10, 31, 1977 |
| Scottsdale Mall, Indiana | 1/27/77 | Winchester, Indiana | 1/11/77 |
| Columbia City, Indiana | 1/26/77 | Indianapolis, Indiana | 1/28/77 |
| Baer Field, Indiana | 1/10/77 | Lawrence, Indiana | 1/17/77 |
| Little Turtle, Fort Wayne, In | 1/27/77 | Center Grove, In | 1/10/77 |
| New Haven, Indiana | 1/10/77 | Mooresville, In | 1/11/77 |
| Northwest, Fort Wayne, In | 1/10/77 | Plainfield, Indiana | 1/11/77 |
| Peru, Indiana | 1/31/77 | New Castle, Indiana | 1/11/77 |
| Warren, Indiana | 1/31/77 | Shelbyville, Indiana | 1/11/77 |
| Rossville, Indiana | 1/11, 18, 1977 | Brazil, Indiana | 1/13/77 |
| Sugar Creek, Crawfordsville
Indiana | 1/10/77 | Golden Age, Bloomington, In | 1/20/77 |
| Thorntown, Indiana | 1, 6, 13, 20, 27, 1977 | Franklin, Indiana | 1/11/77 |
| Burlington, Indiana | 1/28/77 | Greater Whiteland, Indiana | 1/27/77. |
| Metro Kokomo, Indiana | 1/10/77 | Saint Paul, Indiana | 1/10/77 |
| Zionsville, Indiana | 1/18/77 | Mitchell-Grissom, In | 1/11/77 |
| New Albany, Indiana | 1/6/77 | Orleans, Indiana | 1/6/77 |
| North Park Evansville | 1/11/77 | Jeffersonville, In | 1/10/77 |
| Newburgh, Indiana | 1/18/77 | Holland, Indiana | 1/10, 24, 1977 |
| Huntingburg, Indiana | 1/10/77 | | |
| East Frankfort, Kentucky | 1/14/77 | Central Detroit, Michigan | 1/10/77 |
| Lexington, Kentucky | 2/1/77 | | |
| Alden, New York | 1/27, 2/3, 1977 | Orchard Park, N. Y. | |
| Buffalo, New York | 2/2/77 | | 1/10, 17, 31/2/7, 1977 |
| Chaffee-Sardinia, N. Y. | 1/17, 31, 1977 | Riverside, Buffalo, N. Y. | 2/3/77 |
| East Side, Buffalo | 1/26, 2/2, 1977 | Senior Citizens, Buffalo, N. Y. | |
| Elma, New York | 2/1/77 | | 1/10, 17, 31, 2/7, 1977 |
| Java-Strykersville, N. Y. | 1/11, 18, 2/1, 1977 | South Buffalo, New York | |
| Kensington, Buffalo | 1/10, 17, 31, 2/7, 1977 | | 1/19, 26, 2/2, 2/9, 1977 |
| Marilla, New York | 1/19, 2/2, 1977 | West Seneca, N. Y. | 2/2/77 |
| West Side, Buffalo, N. Y. | | | |
| | 1/10, 24, 31, 2/7, 1977 | South Buffalo, N. Y. | 1/19, 26, 1977 |
| Wales, New York | 2/1/77 | Warsaw, New York | 1/10, 31, 1977 |
| Watertown, New York | 2/1/77 | | |

Conneaut, Pennsylvania	1/17/77
Spring City, Tennessee	1/25/77
Sweetwater, Tennessee	1/20/77
Crossville, Tennessee	1/10, 24, 1977
Radford, Virginia	1/19/77

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

April 30 - May 4, 1977

Date of Committee Meeting: May 2, 1977

Place of Committee Meeting: General Office

Present: Members - Ralph C. Keyes, Ernest Sturch, Jr.
Chairman - Hilmar L. "Bill" Solberg
Staff members - L. A. Hapgood, Fay H. McDonald, William A.
Brown

Report of International Committee on Achievement

The Minutes of the 1976-77 International Committee on Achievement, held on March 25 - 27, 1977, are attached to this report as Exhibit A. The winners and honorable mentions in the District Achievement recognition and the Honor Clubs and Honorable Mention in the Kiwanis International Honor Club program are contained in Exhibit A. Your committee commends the International Committee on Achievement on its excellent report and responds to the recommendations of that committee as follows:

In Recommendation 1 of Exhibit A, the committee concurs with the action of the Committee on Achievement in not giving any Honor Club awards to non-districted clubs because only four such clubs submitted Annual Club Reports and none of these were of the quality to receive International recognition.

Recommendations 2, 3, and 4 of Exhibit A, contain suggestions on the revision of the Grading Plan for District Achievement Awards. The committee believes that there is a need for an in-depth study of the Grading Plan for District Achievement Awards and will institute such a study, assisted by the Staff. The current International Committee on Achievement will be invited to participate in the study. It is anticipated that this study will be completed by the time of the pre-Council Board meeting.

Recommendation 5 of Exhibit A recommends that there be added a fourth section according to club size in both the multiple and single service categories, to be designated the Ruby Section. The committee concurs and makes the following recommendation:

Recommendation #1:

The committee recommends that effective for the 1976-77 administrative year, there be four sections according to club size in both the multiple and single service categories of the Honor Club Program. These sections would be as follows:

Diamond Section	-	76 or more members
Ruby Section	-	46 to 75 members
Emerald Section	-	26 to 45 members
Coral Section	-	25 members or less

I move that recommendation 1 be adopted.
(Adopted)

Recommendation 6 of Exhibit A suggested that there be a limitation on single service and multiple service narrative reporting in the Annual Club Report.

Recommendation #2:

The committee recommends that the narrative reporting in the Annual Club report be limited to a maximum of 5 double-spaced typewritten pages (8-1/2x11) for multiple service activities and 3 double-spaced typewritten pages (8-1/2x11) for a single service activity.

I move that recommendation 2 be adopted.
(Adopted)

In Recommendation 7 of Exhibit A, the committee believes that the suggestions made are now being handled by other procedures.

The committee does not concur with Recommendation 8 of Exhibit A.

In Recommendation 9 of Exhibit A, the committee concurs in the principle expressed but believes that this can best be emphasized in the instructional notes prepared by Staff.

Recommendation 10 of Exhibit A, suggests that Page 1 of Part Two of the Annual Club Report be revised as contained in Exhibit 1, attached to Exhibit A, and the committee makes the following recommendation.

Recommendation #3:

The committee recommends that Page 1 of Part Two of the 1976-77 Annual Club Report be revised as delineated in Exhibit 1, of the report of the 1976-77 International Committee on Achievement, Exhibit A.

I move that recommendation 3 be adopted.
(Adopted)

The committee does not concur in Recommendation 11 of Exhibit A on allowing clubs entering the multiple service category to also be eligible for a single service award. The committee believes that the current regulation of a club choosing which category to enter should stand.

Recommendation 12 of Exhibit A requests a study of the utilization of data processing for collecting and disseminating information on service activities, fund-raising activities, and other administrative matters. The committee believes that such a study should be made to determine if the collection of certain basic information on club operations could be of benefit to Kiwanis International as well as the leadership of the district, and whether or not it would be practical and economically feasible to utilize data processing equipment when and if such equipment might be available for such uses. Therefore, this matter is being retained for further study by the committee and Staff.

Recommendations 13 and 14 involve suggestions on requiring all clubs to submit Part Two of the Annual Club Report and on the maximum number of projects which may be reported in the multiple service category. After full discussion the committee makes the following recommendation:

Recommendation #4:

The committee recommends that Part One of the Annual Club Report be a required report to be filed by all clubs; that Part Two shall be filed by those clubs desiring to participate in the district and International Honor Club competition; and that in the multiple service category the maximum number of club projects to be reported shall be seven.

I move that recommendation 4 be adopted.

(Adopted)

Inter-club Meeting Requirements

A continuing item on the agenda of this committee has been a study as to whether or not there should be a revision of the inter-club meeting requirements so that smaller clubs might be permitted to have less than a visiting group of four.

After careful study, including the securing of input from the District Secretaries at their April 1977, meeting in the General Office, it is the opinion of the committee that there should not be any change in the current definition of an inter-club meeting.

Procedures on Nomination of Candidates for International Office at the Dallas Convention.

Recommendation #5:

The committee recommends that the procedure on nomination of candidates for International Office at Dallas to be suggested for consideration by the International Council in Dallas, the Conference on Nominations, and the delegate body be as follows:

For the offices of President and President-elect -

For each candidate - 1 nominating speech of 5 minutes and 1 seconding speech of 1 minute.

For the offices of Vice-president and Treasurer -

For each candidate - 1 nominating speech of 3 minutes and 1 seconding speech of 1 minute.

For the office of Trustee - For each candidate - 1 nominating speech of two minutes and 1 second from the platform.

I move that recommendation 5 be adopted.

(Adopted - Dwight Gallivan asked to be recorded as voting NO).

Policy on Announcing International Committee Appointments

The question has been raised as to the necessity of the need for restricting the public release of appointments to International Committees-designate until following the International Convention as contained in Paragraph A, on Page C-9 of Policies. It is the opinion of this committee that this policy needs revision in order to be in harmony with the current operational procedures of International Committees. For example, the International Committees under Research and Development begin their work in January prior to the administrative year for which they are appointed.

Recommendation #6:

The committee recommends that Paragraph A on Page C-9 of Policies be revised to read: "Appointments to International Committees for the ensuing administrative year may be released and publicized immediately following the meeting of the Board of Trustees at which these appointments are confirmed."

I move that recommendation 6 be adopted, and referred to the Board Committee on Laws and Policies for insertion into Policies.

(Adopted)

Referral of an Administrative Resolution

The International Committee on Resolutions referred an administrative resolution received from the Kiwanis Club of Scenic City, Owen Sound, Ontario. This administrative resolution requested that the attendance credit under the provisions of Attendance Rule 3j be amended to include participation in fund-raising projects as well as a planned Kiwanis service project. The committee concurs and makes the following recommendation:

Recommendation #7:

The committee recommends that Attendance Rule 3j be amended to read:

"When he participates in a planned Kiwanis club project during the calendar month in which the absence occurs, or within six (6) days immediately prior to or following that month. Not more than one credit for participating in such a project shall be permitted during any one month."

I move that recommendation 7 be adopted, and referred to the Board Committee on Laws and Policies for insertion into Policies.

(Adopted)

Respectfully submitted,

Ralph C. Keyes
Ernest Sturch, Jr.
Hilmar L. "Bill" Solberg, Chairman

MINUTES OF THE MEETING OF THE 1976-77 INTERNATIONAL COMMITTEE ON ACHIEVEMENT

CHICAGO, ILLINOIS

March 25-27, 1977

The 1977 meeting of the International Committee on Achievement convened on Friday evening, March 25, at approximately 9:30 p.m., in Room 2007 of the Sheraton Plaza Hotel. Present were: Chairman, Frank J. Di Noto, Earl N. Robertson and Emery E. Smola.

Also present was the 1977-78 Chairman, Anthony M. Mettler, Past International President Roy W. Davis, and the Staff Representative, William A. Brown.

Committee members Carl A. MacDonald and Dr. Henry T. Malone were not in attendance because of unexpected conflicts which prevented them from attending the meeting in Chicago. The two members had sent, prior to the meeting, their score sheets for grading of the 1975-76 Annual Club Reports.

Chairman Frank and the Committee previewed the agenda to be covered on Saturday and Sunday, and agreed upon procedures for final grading to select International Annual Club Report Honor Clubs and Honorable Mentions.

The Friday evening session adjourned at 10:15 p.m.

The second session of the Committee began at 8:30 a.m., March 25 in the Past Presidents' Room of the General Office. Present were: Frank J. Di Noto, Earl N. Robertson and Emery E. Smola.

Also present was the 1977-78 Chairman, Anthony M. Mettler, and the Staff Representative, William A. Brown

The Committee first considered the grading and selection of the winning Districts in Achievement for 1975-76. The points for determining the winning Districts and Honorable Mentions were computed in the General Office previous to the Committee meeting. The score sheets were reviewed by the Committee and explanatory comments were offered by William A. Brown.

The winners and honorable mentions (the latter listed in alphabetical order) are as follows:

Gold Group
(251 clubs or more)

- Winner: Texas-Oklahoma
Honorable Mention: California-Nevada-Hawaii
New York

Silver Group
(201 to 250 clubs)

- Winner: Florida
Honorable Mention: Capital
Michigan

Orange Group
(126 to 200 clubs)

- Winner: Louisiana-Mississippi-West Tennessee
Honorable Mention: Indiana
New Jersey

Blue Group
(125 clubs or fewer)

- Winner: Southwest
Honorable Mention: Alabama
Kansas

The Committee then selected Honor Clubs and Honorable Mention Clubs for Multiple Service and Single Service, Diamond, Emerald and Coral Sections. It was agreed to continue the procedure of naming three Honor Clubs and Honorable Mention Clubs in each category and section. It was also agreed to follow past procedures by listing each of the Honor Clubs and Honorable Mention Clubs in alphabetical order by club name, and that this procedure be read and followed when presenting the awards at the Dallas Convention.

The Honor Clubs and Honorable Mention Clubs in each category and section, in alphabetical order by club name, are as follows:

KIWANIS INTERANTIONAL MULTIPLE SERVICE HONOR AWARDS 1975-76

Diamond Section (46 Members or More)

HONOR CLUBS: Bethany, Oklahoma
 Cheyenne, Wyoming
 South Euclid-Lyndhurst, Ohio

HONORABLE MENTION: Ann Arbor, Michigan
 Gardena Valley, California
 Sunshine, Tucson, Arizona

Emerald Section (26 - 45 members)

HONOR CLUBS: Denby, Detroit, Michigan
 North Hunterdon, Clinton, New Jersey
 Oak Bay, Victoria, British Columbia

HONORABLE MENTION: North Little Rock, Arkansas
 Southeast Area, Chicago, Illinois
 Strongsville, Ohio

Coral Section (25 members or less)

HONOR CLUBS: Battlesfords (The), Saskatchewan
 Forest Glen-Mayfair, Chicago, Illinois
 Wetumka, Oklahoma

HONORABLE MENTION: Clinton Valley, Mount Clemens, Michigan
 Rochester-Sunrisers, Minnesota
 Severna Park, Maryland

KIWANIS INTERNATIONAL SINGLE SERVICE HONOR AWARDS 1975-76

Diamond Section (46 members or more)

HONOR CLUBS: Beatrice, Nebraska
 Downtown Kingston, Jamaica
 Port Vila, New Hebrides

HONORABLE MENTION: Brecksville, Ohio
 Uptown Las Vegas, Nevada
 Southwest Chicago, Illinois

Emerald Section (26 - 45 members)

HONOR CLUBS: Hammond, Louisiana
 Meade, Kansas
 Sarasota Keys, Florida

HONORABLE MENTION: Edgewater, Cleveland, Ohio
 Riversdale, Saskatoon, Saskatchewan
 Suburban Bloomington, Indiana

Coral Section (25 members or less)

HONOR CLUBS: Brunswick, Ohio
 Dandenong, Victoria, Australia
 St. Augustine, Trinidad

HONORABLE MENTION: Little Village, Chicago, Illinois
 San Carlos City, Philippines
 West Asheville, North Carolina

Past International President, Roy W. Davis, was in attendance for the afternoon session.

The Committee discussed the presentation of the Awards at the Dallas Convention.

The Committee agreed that presentation of the awards at an Awards Luncheon along with a listing of the Award winners in the convention program, and an appropriate display at the Achievement Clinic Booth listing award winners, would give sufficient recognition to the winners.

The General Office Staff was directed to again prepare an abbreviated summary of the main service project or projects undertaken by the Honor Clubs in each category and section. This summary is to be used primarily for the purpose of selective distribution at the Club Clinic Booth on Achievement at the International Convention and at the Awards Luncheon.

Each International Committeeman was asked to man the Club Clinic Booth on Achievement at the Dallas International Convention. Members of the 1977-78 International Committee on Achievement and representatives from the winning Service Honor Awards Clubs will be asked to assist.

The Committee discussed their responsibilities for the remainder of this Administrative Year and with the 1977-78 Committee Chairman, Anthony M. Mettler. It was decided to do the following:

1. The 1976-77 Chairman of the Committee on Achievement will write to each District Governor to ask them to include the 1976-77 Annual Club Report on the agenda of their last 1976-77 Board of Trustees meeting.
2. The 1976-77 Chairman of the Committee on Achievement will write to each District Governor, asking that the current Lieutenant Governors put on the agenda of their last Divisional Council meeting, for 1976-77 Administrative year, the Annual Club Report.

3. The 1977-78 Chairman of the Committee on Achievement will write to each Governor-elect and ask that the Annual Club Report be on the agenda for the District Training Conferences.
4. Each Committee member would write congratulatory letters to the winners of the Annual Club Report Awards in their zone. The letters to be personalized, by reference being made to the specific project or projects as stated in the Annual Club Report.

The Committee strongly felt that additional training in the specifics of the Annual Club Report, its purpose and importance, is needed on all leadership levels of Kiwanis in order to improve reporting and increase the number of clubs which submit reports by the deadline date for grading eligibility.

The Saturday session adjourned at 6:00 p.m.

The third session of the Committee began at 8:00 a.m., April 11, in room 2205 at the Sheraton Plaza Hotel.

A number of technical changes in the Annual Club Report and Administrative Bulletin #5 "Guidelines for Preparing the Annual Club Report" were reviewed with Staff, who will implement such changes.

The Committee will work with Staff to develop good sample narratives for illustrative Annual Club Reports to be included in Administrative Bulletin #5.

The Committee adopted a motion thanking Past International President, Roy W. Davis and 1977-78 Committee Chairman on Achievement, Anthony M Mettler, for their valuable contribution to the meeting and re-emphazied the value of having the incoming chairmen at this meeting.

A motion was adopted by the Committee commending Staffman William A. Brown for his assistance.

Members of the Committee and the Staff representative expressed their appreciation to Chairman Di Noto for the outstanding leadership he has provided as Chairman of the committee.

Chairman Di Noto closed by thanking all Committee members and the Staff representative for their contributions thus far during the Administrative year and for a most productive Committee meeting, and all present pledged to continue their efforts.

The final session adjourned on Sunday, March 27 at 11:45 a.m.

RECOMMENDATIONS TO THE INTERNATIONAL BOARD OF TRUSTEES

Comment:

The Committee discussed the fact that only four Annual Club Reports were received from Non-districted Kiwanis clubs, and that clubs filing such reports did not have an outstanding service project which would merit an award.

RECOMMENDATION # 1

The Committee recommends no Honor or Honorable Mention awards be given for the 1975-76 Administrative Year to non-districted Kiwanis clubs, but does recommend that a letter of appreciation for service and for filing the Annual Club Report be sent to each participating club.

Comment:

The committee with statistical information provided by the Staff, discussed the distribution of districts under the present Gold Group (251 clubs or more), Silver Group (201 to 250 clubs), Orange Group (126 to 200 clubs), and Blue Group (125 clubs or fewer).

The consensus of the committee that the comparison of new districts with old, established districts is, unfair, impractical and unrealistic, and, therefore, a new group for districts with 50 clubs or less be established, which ordinarily would be limited to new districts. In all groups, the same criteria can then be applied more fairly to all districts throughout Kiwanis International.

RECOMMENDATION #2

The Committee recommends that a new Group (White) be established for District Achievement Awards for districts with 50 clubs or less, and that the Blue Group be for districts with 51 to 125 clubs. The Orange Group (126 to 200 clubs), Silver Group (201 to 250 clubs) and Gold Group (251 clubs or more) would remain the same.

Comment:

The Committee discussed the "Grading Plan for the District Achievement Awards." It was the consensus of the Committee that certain criteria and scoring should be changed for reasons as follows:

1. For new and/or overseas districts, using present criteria, quotas for district and/or International conventions can not be established. Also the present criteria fails to encourage an increase in the percentage of attendance at conventions.
2. Using the present criteria, the winning districts generally are determined from the points earned for membership and new club increases. Points earned from all other criteria are relatively equal and therefore have a minimal effect in the overall scoring. To achieve a maximum score, for both membership growth and new club building, an increase of 10% of membership and clubs is required. This goal is unrealistic, especially in larger districts.
3. The criteria for new club increase should not be based solely on clubs organized during the administrative year. Credit should be given only if such clubs have been chartered and are still meeting.
4. The criteria for filing district board, convention and conference of officers does not follow the International Bylaws, Article V, Section II. Minutes of all such board, convention and conference of officers meetings should be required.

RECOMMENDATION # 3

The Committee recommends that the District Achievement Awards be continued, but that there be a complete review of the criteria and grading for the District Achievement Awards Program.

Comment:

The Committee discussed the fact that the present title "District Achievement Award" is a misnomer, because it does not grade Kiwanis service, but actually involves only Kiwanis administration.

RECOMMENDATION # 4

The Committee recommends that the current title of "District Achievement Awards" be changed to "District Administration Awards."

Comment:

The Committee discussed the present sections in the Annual Club Report Awards, Diamond (46 members or more), Emerald (26 - 45 members) and Coral (25 members or less).

Although the present diamond section contains a similar number of clubs compared to other sections, the comparison of clubs with approximately 50 members to clubs with 100 members or more is unfair, impractical and unrealistic. An added section would encourage greater service by more Kiwanis clubs.

RECOMMENDATION # 5

The Committee recommends that both multiple and single service be retained but that a new "ruby" section be established and that club membership classifications be changed as follows:

Diamond section - 76 or more members
 Ruby section - 46 to 75 members
 Emerald section - 26 to 45 members
 Coral section - 25 members or less

Comment:

The Committee discussed various ways to improve the quality and usefulness of the Annual Club Report.

RECOMMENDATION # 6

The Committee recommends that the narrative be limited by suggestion only to 1000 words for single service and 2000 words for multiple service activities. Excess words would not disqualify the report.

RECOMMENDATION # 7

The Committee recommends that a sample monthly and annual club report form be included in the club officer's manual.

RECOMMENDATION # 8

The Committee recommends that the formation of 2 or more Kiwanis clubs (or Key Clubs, etc.) be considered as one project.

RECOMMENDATION # 9

The Committee recommends that the report should indicate if a service project is new or continuing and should emphasize that only the activities completed during current administrative year are eligible for award consideration.

RECOMMENDATION # 10

The Committee recommends that page 1, of Part II be revised to show the number of Kiwanis manhours, funds expended and the number of Kiwanians involved, for each project, described in the narrative section of Part II of the Annual Club Report. See attached Exhibit 1.

Comment:

The Committee discussed that some of the clubs which chose multiple service had an outstanding single service project and would have won the single service award but elected the wrong category. Such clubs failed to have a large number of outstanding service projects, and, therefore, did not win in the multiple service category. It would be relatively easy to eliminate this inequity provided a club's best project is always reported as the first project in multiple service.

RECOMMENDATION # 11

The Committee recommends that any club which enters the multiple service category also be eligible for a single service award.

Comment:

The Committee believes that a data processing system for service, fund raising and administrative information would be useful to Kiwanis International and to districts in club administration and service.

RECOMMENDATION # 12

The Committee recommends that a study of the usefulness of data processing information be made and that the system be implemented as soon as practical. As an interim step, the Committee recommends that as soon as practical Kiwanis International start securing the information which will be used for such data processing system, by revising part 1, of the Annual Club Report. See attached Exhibit 2.

Comment:

8

The Committee discussed the recommendations of the 1977-78 Planning Conference which were referred to the Achievement Committee by the International Board of Trustees.

The first recommendation was as follows:

"That Part I (statistical information) of the Annual Club Report be a required report filed by the club secretary and that Part II of the Annual Club Report be an optional report filed by the club president."

To distinguish Parts I and II, the Committee recommends that the word "achievement" be added to Part II, and that Part II be a required rather than an optional report. With those exceptions, the Committee agrees with the recommendations from the 1977-78 Planning Conference.

RECOMMENDATION # 13

The Committee recommends that Part I (statistical information) of the Annual Club Report be a required report filed by the club secretary and that Part II of the Annual Club Achievement Report be a report filed by the club president.

The second recommendation was as follows:

"That Part II in the Multiple Section of the Annual Club Report be changed from a maximum of ten (10) projects that may be reported to an unlimited number of projects that may be reported."

The proper grading of reports would become more difficult and result in certain inequities. A number of clubs would lengthen their reports believing that volume automatically would result in an award. Contrary to this, this Committee has suggested that there be word limitations for the reports to eliminate irrelevant material. In addition, consideration should be given to decreasing rather than increasing the number of reportable projects, especially among the low membership clubs.

RECOMMENDATION # 14

The Committee does not recommend this suggestion from the 1977-78 Planning Conference.

Respectfully submitted

Carl A. MacDonald
Dr. Henry T. Malone
Earl M. Robertson
Emery E. Smola
Frank J. Di Noto, Chairman



1976-77 ANNUAL CLUB REPORT

(Be sure that your club receives full credit for its service projects. Read completely the instructions on the attached red printed page before preparing this report.)

Kiwanis Club of _____ State or Province _____
District _____ Division _____

Total of Active, Privileged, and Senior Members (not Honorary) on October 1, 1976: _____

Check the section to which your club belongs based on the membership of October 1, 1976:

- DIAMOND SECTION
(86 members or more)
- RUBY SECTION
(46 to 85 members)
- EMERALD SECTION
(26 to 45 members)
- CORAL SECTION
(25 members or less)

PART II—SERVICE PROGRAM - AS REQUIRED, THERE IS ATTACHED A REPORT OF ONE OF THE FOLLOWING:

- MULTIPLE SERVICE ACTIVITIES
(Report on *no more* than the *ten* best individual service activities)
- SINGLE SERVICE PROJECT*
(Do not cover more than one service project)
CHECK IF NEW PROJECT OR CONTINUING PROJECT

SUMMARY OF SINGLE SERVICE PROJECT* OR TOTAL SERVICE PROJECTS REPORTED				
Description of Projects (List best club project in order)	Kiwanis Manhours	Funds Expended	Number of Kiwanians Involved	Number of Persons Benefited
1. _____		\$		
2. _____				
3. _____				
4. _____				
5. _____				
6. _____				
7. _____				
8. _____				
9. _____				
10. _____				

*For single service describe project on line 1 only.

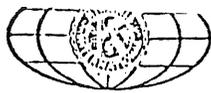
DESCRIPTION OF PROJECTS:

The narrative portion of the report should be typed, double-spaced and attached. A description of each project should be given, including the need, plan, highlights and evaluation.

Although no word limitation exists, clubs are advised to keep the narrative section to facts and pertinent details. It is suggested that the narrative section for a single service project not exceed three pages and for multiple service projects not exceed five pages.

Signed _____ (President)

NOTES: Do not include fund raising projects or other Kiwanis Administrative Committee functions. Include only definite service projects. A Service Project is an activity, consistent with the objects, objectives, and policies of Kiwanis International, devised or planned by a Kiwanis Club or Club Committee and performed by members of the Club.



1975-76 ANNUAL CLUB REPORT

DO NOT start preparing this report until you have read the attached instructions.

It is the responsibility of the 1975-76 Club President to make certain this report is completed and forwarded to the person in your district designated to receive it as soon as possible after October 1, 1976 and not later than October 15, 1976.

Kiwanis Club of _____ State or Province _____

District _____ Division _____

Total of Active, Privileged, and Senior Members (not Honorary) on October 1, 1975:

Check the section to which your club belongs based on the membership of October 1, 1975:

- DIAMOND SECTION (46 members or more)
- EMERALD SECTION (26 - 45 members)
- CORAL SECTION (25 members or less)

PART I. ACTIVITY REPORT FORM

No. of PROJECTS	Description of Projects	Kiwanis Manhours	Funds Expended	Number of Kiwanians Involved	Number of Persons Benefited
1975-76 MAJOR EMPHASIS PROGRAMS					
THE GREATER YEARS					
	Involvement of the aging in service activities		\$		
	Visitations to the aging				
	Planning-for-retirement seminar				
	Telephone reassurance to the aging				
	Events for the elderly				
	Meals for the aging				
	Direct financial assistance to the needy aged				
	Transportation for the aging				
	Over-65 discounts				
	TOTAL SERVICE PROJECTS - THE GREATER YEARS		\$	XXXXXXXXXX	XXXXXXXXXX
THE YOUNGER YEARS					
	Kiwanis-initiated educational programs on learning disabilities		\$		
	Initiation of or support of screening program to identify possible LDs				
	Distribution of educational materials on LDs				
	Purchase of equipment or materials for school LD program				
	Involvement of LD children in group activity				
	Transportation of LD children to special classes, facilities, etc				
	TOTAL SERVICE PROJECTS - THE YOUNGER YEARS		\$	XXXXXXXXXX	XXXXXXXXXX

Notes: 1. Support of Spiritual Aims, Youth Services, Citizenship Services and Sponsors Youth Organizations also would be reported in a similar manner.

2. The format used for this Annual Club Report would be the basis for a data processing information for each Kiwanis club.

3. By use of both the front and back of this report, this information plus any other data currently being obtained, such as the Opinion Survey, would be included.

4. The entire report should be properly spaced for typewriter completion and proper emphasis should be given to the headings.

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

April 30 - May 4, 1977

Date of Committee Meeting: May 2, 1977

Place of Committee Meeting: General Office

Present: Members - Jack P. Delf, C. E. "Pete" Thurston, Jr.
Chairman - Paul Chandler
Staff Members - Carl R. Pounds, William H. Jepson

The Committee reviewed the organizational statistics of Circle K International in regard to club status, membership, and Sponsorship Fee payments. While Circle K has 27 fewer charters in April 1977 than it did in April 1976, the organization has 40 more "active" clubs presently than it did a year ago. The organization has increased its membership by 674 members. The organization, however, has 22 more delinquent clubs in April 1977 than it did in April 1976. Total monies received from the 1976-77 Circle K International Sponsorship Fee totalled \$56,750.00 as of April 13, 1977.

The Committee reviewed research the staff had prepared on the question of the status and future of Kiwanis sponsored youth organizations overseas. The Committee notes the following summary of staff findings on the current status of sponsored youth organizations overseas as reported by overseas governors-elect:

- (a) Fifty per cent of the overseas governors-elect agreed that a more clearly defined policy on the chartering of Circle K clubs is desired.
- (b) A majority of the sponsored youth organizations overseas do not meet the membership requirements of Circle K International.
- (c) With two exceptions, overseas governors-elect agreed that membership requirements could conform to the present standard over a period of time, and
- (d) Through unanimous opinion, the overseas governors-elect agreed that the Board should consider methods to achieve standardization of the Circle K organization worldwide.

The Committee also notes the agreed opinion of most overseas governors-elect that a Circle K structure, similar to that in the United States and Canada, would be feasible in other parts of the world.

The Committee recognizes the importance of providing a uniform set of guidelines governing the organization and operation of Circle K clubs throughout the Kiwanis world. Possible alternate policies on the question of sponsored youth organizations overseas were reviewed.

The Committee is of the opinion that the concepts are meritorious of further exploration and study; particularly in the areas of: (a) services that will be provided to overseas "entities" and their components and (b) the cost of such services. The Committee would also like to invite other board members to comment on the concept as it has been studied to date, and to direct such comment to the Associate Secretary.

The Committee wishes to retain the question of the status and future of sponsored youth organizations overseas for further study.

The Committee also reviewed a report of a survey taken among 1976-77 Circle K District Administrators. The survey was developed by the current Kiwanis International Committee on Circle K and administered by the General Office. The purpose of the survey was to determine the range of support Circle K districts receive from Kiwanis districts.

Notable findings of the survey is attached as Exhibit A.

The Committee reviewed the plan for the Circle K Regional Training Conferences which will be held in New Orleans, Pittsburgh, and Denver during the first three weekends of May for Circle K Governors and Administrators. The conferences, educational in nature, cover various aspects of administrative concerns on Circle K district functioning.

The Committee also heard a summary report of Circle K District conventions. According to all reports received by the General Office, Circle K District conventions were most successful this year.

The Committee examined the budget for the Circle K International convention and has found it to be in order. The Committee reviewed the proposed 1977-78 budget of Circle K International and the Committee is in accord with the proposed budget.

The Committee discussed the request of Circle K International President Howard Hendrick to investigate the feasibility of increasing the number of general club mailings. The additional mailings would contain educational and resource material on concerns ranging from public relations to membership development. The Committee and staff agreed that the Circle K International Board of Officers, in cooperation with the Circle K Department, could utilize its existing media of communication more effectively. The Committee is of the opinion that such action will serve, in large part, to fulfill the need of improved communication with Circle K club presidents.

At the request of President Stan Schneider, the Committee considered the possibility of a future Board rejecting the Circle K International Board's proposed Theme and Objectives. Should such occur, the Committee suggests the following procedure:

That the President of Kiwanis International would arrange a meeting to be held with the President of Circle K International and the Circle K Board Chairman on Theme and Objectives in order to resolve the issue.

The Committee has noted the newsletters of the 1976-77 Kiwanis International Committee on Circle K. The Committee has viewed the "Circle K Round-Up" as an excellent publication in the quality of its content, and commends the work of its editor, International Committee Chairman Dr. G. Bruce Bartels, and other contributors.

The Committee discussed the letter of the Circle K International President to the Kiwanis International Board Committee Chairman concerning administrative problems at the General Office. These problems have been noted and studied by the Committee and by staff. We are pleased to report that the situation is well under control.

The Committee considered the development of a Circle K audio-visual designed for Circle K membership development and new club building. A similar audio-visual is currently being developed by Key Club International. The Committee recommends that staff investigate the possibility of developing an audio-visual for Circle K, subject to the availability of funds.

The Committee considered the possibility of an awards program similar to the Key Club sponsorship awards program, which is designed to honor its sponsoring Kiwanis Clubs. The Committee recommends that the staff investigate the possibility of developing a Circle K sponsors award program, subject to the availability of funds.

The Committee reviewed the matter of the frequency of travel of Circle K International Board members to the district they counsel. The Committee learned that the Circle K Board member, in most cases, receives blanket approval to travel to the district he counsels from the current Kiwanis Governor whenever the Circle K Board member feels such a visit is necessary. The Board Committee has verified that all Circle K Board members are aware of the Kiwanis Board Policy on "official visit" travel.

The Committee discussed the need for a Circle K policy directing the separation of Circle K club service funds from administrative funds. The Committee refers this matter to the Circle K International Board for their consideration and action.

The Committee reviewed the planned program of the Circle K International Convention in Kansas City. The Committee approved the invitations of possible convention speakers. Invitations have been extended to Senator Bob Dole of Kansas and H. E. Walker, Vice-President for Public Affairs, Shell Oil Corporation.

I move that this report be received.

Respectfully submitted,

JACK P. DELF

C. E. "PETE" THURSTON, JR.

PAUL CHANDLER, Chairman

1976-77 DISTRICT CIRCLE K ADMINISTRATORS SURVEY

This is a report on the findings of the Circle K District Administrators survey developed by the 1976-77 Kiwanis International Committee on Circle K. The purpose of the survey was to determine the range of support Circle K districts receive from sponsoring Kiwanis districts. The survey was administered by the Circle K Department at the General Office.

The findings of this survey is based upon responses by 28 of the 30 Circle K District Administrators. Information pertaining to Kiwanis district financing of Circle K district committees and Circle K district budgets is supplemented by information from a 1977 Kiwanis International survey of Kiwanis District Secretaries.

Findings

- A. Financial support to Circle K District Administrators occurs in all but one Kiwanis district. All but two Kiwanis districts provide budgets for its Circle K district committees. Budget appropriations range from \$0-\$2,750. The average budget appropriation is \$809.
- B. In a 1977 Kiwanis District Secretary Survey administered by Kiwanis International, it was found that 15 out of 30 Kiwanis district budgets provide appropriations to the sponsored Circle K district. The appropriations range from \$300 to \$3,728. The average budgeted appropriation is \$1,105.
- C. Seventeen of the 28 respondents reported that they attend all Kiwanis District Board meetings to report on Circle K. One administrator reported that he attends all Board meetings but does not report at all Board meetings. Four respondents said they attend most Board meetings or attend only when invited. Six respondents said they do not attend any Kiwanis Board meetings.
- D. All but two of the 28 respondents reported that the Kiwanis district approves the budget developed by the Circle K District Board.
- E. Ten Administrators reported that the Kiwanis District Foundation had provided funds to the Circle K district program this year. There are 18 Kiwanis district foundations among the 30 North American Kiwanis districts.
- F. Fourteen District Administrators reported that they use zone chairmen in their district/divisional structure. Fourteen administrators said they did not use such a structure. Of the fourteen who do not use zone chairmen, nine said such a structure would benefit the Circle K district and five said that such a structure would be of no benefit. Of the fourteen districts

who currently use a zone chairman structure, seven reported that the zone chairmen receive some type of financial assistance from the Kiwanis district.

- G. Twelve of the 28 respondents reported that their Kiwanis district conducts at least one Tri-K conference of one type or another. Sixteen of the respondents reported that no Tri-K conferences are conducted.

CARL R. POUNDS, Administrator
Circle K International

CRP:rm

cc: Kiwanis International Board on Circle K
Circle K District Administrators

1. Does your Kiwanis District Board offer financial support to the Circle K District Administrator?

a) yes 27 b) no 1 c) amount _____

2. Does the Circle K Administrator attend all Kiwanis District Board Meetings to report on Circle K?

a) yes 17 b) no 6 other: 5 (includes most of them to only when invited to attends but does not report)

3. Does the Kiwanis District Board offer or provide financial assistance to the Circle K District Board?

a) yes 16 b) no 10 c) check offices assistance provided:

governor 16
sec./treas. 13
lt. gov. 13

4. Does Kiwanis District Board review and approve the annual Circle K District Budget?

a) yes 26 b) no 2

5. Does your Kiwanis District use Circle K Zone Chairmen (or similar titled position) in its district/divisional structure?

a) yes 14 b) no 14

If yes, do zone chairmen receive financial assistance from the Kiwanis District? yes 7 no 7 amount _____

If no, do you feel such a structure would be beneficial in your district? yes 9 no 5

6. Has your Kiwanis District Foundation provided funds to the Circle K District programs this year?

a) yes 10 b) no 8 c) 12 have no district foundations

7. Does your Kiwanis District conduct any Tri-K Conferences?

a) yes 12 b) no 16 c) how many in past year _____

ADMINISTRATOR'S QUESTIONNAIRE
RESPONSES BY DISTRICT

Question	1. No	Yes	2. No	Yes	Other	3. No	Yes	Other
ALABAMA		X			X		X	
CAL-NEV-HA		X			X		X	
CAPITAL		X		X				X
CAROLINAS		X		X		X		
EC&C		X		X			X	
FLORIDA		X		X			X	
GEORGIA		X	X				X	
ILL-E IOWA		X	X					X
INDIANA		X		X			X	
KEN-TENN		X		X		X		
LA-MISS-W TENN		X	X				X	
MICHIGAN		X		X			X	
MINN-DAK		X	X			X		
MO-ARK		X		X		X		
NEB-IOWA		X	X				X	
NEW ENGLAND		X		X			X	
NEW JERSEY		X		X			X	
NEW YORK		X	X			X		
OHIO		X		X		X		
PACIFIC NW		X		X		X		
PENNSYLVANIA		X		X		X		
ROCKY MOUNTAIN	X				X		X	
SOUTHWEST		X		X			X	
TEX-OKLA		X			X		X	
UTAH-IDAHO		X			X		X	
WEST VIRGINIA		X		X		X		
WESTERN CANADA		X		X		X		
WISC-U MICHIGAN		X	X				X	

Question	4. No	Yes	5. No	Yes	6. No	Yes	7. No	Yes
ALABAMA		X		X	X			X
CAL-NEV-HA		X		X	X		X	
CAPITAL		X		X		X	X	
CAROLINAS		X		X	X			X
EC&C		X		X		X	X	
FLORIDA		X		X		X	X	
GEORGIA	X		X		X		X	
ILL-E IOWA		X		X	-	-		X
INDIANA		X		X		X		X
KEN-TENN		X	X		X		X	
LA-MISS-W TENN		X	X		X		X	
MICHIGAN		X	X		-	-	X	
MINN-DAK		X	X		X		X	
MO-ARK		X	X		X		X	
NEB-IOWA		X	X			X	X	
NEW ENGLAND		X		X		X		X
NEW JERSEY	X			X		X		X
NEW YORK		X		X	X			X
OHIO		X		X	X			X
PACIFIC NW		X	X		-	-	X	
PENNSYLVANIA		X		X	X			X
ROCKY MOUNTAIN		X	X		X			X
SOUTHWEST		X		X	X			X
TEX-OKLA		X	X		X		X	
UTAH-IDAHO		X	X			X	X	
WEST VIRGINIA		X	X		X		X	
WESTERN CANADA		X	X			X	X	
WISC-U MICHIGAN		X	X			X	X	

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

April 30 - May 4, 1977

Date of Committee Meeting: May 1, 1977

Place of Committee Meeting: General Office

Present: Members - Maurice Gladman, John T. Roberts
Chairman - Ernest Sturch, Jr.
Staff Members - James L. Lynn, R. P. Merridew, L. A. Hapgood
Others - Verrollton "Vic" Shaul

Dallas Convention

1. Registration

The committee reviewed the latest registration figures. It was noted that the statistical printout reflects registration through about one week preceding the date of the report. Thus, for example, the report which is dated April 29 (attached as Exhibit A) will not include the seven additional 100% club registrations which were received last week.

The committee noted the efforts being made to promote attendance to the Dallas Convention. Johnny Roberts has contacted all District On-to-Convention Chairmen (with copies to District Governors and Secretaries) and received several positive responses. The committee directed staff to prepare a mailing to all non-registered clubs, including a promotional flyer plus a registration form, and will continue its detailed attention to promoting attendance to the Dallas Convention.

2. Program

A review of the program format and content indicated no problems and all elements completed and ready for implementation. One change in format should be noted. Due to the time constraint, placed by a time-certain election on Wednesday morning, the presentation of resolutions will be on Tuesday morning and the Presentation of the Amendments on Wednesday morning. Because of the nature of the resolutions and the amendments, this should provide more time for resolutions and adequate time for amendments.

3. Program Participants

The Program Participants' Dinner on Sunday evening is scheduled for the Convention Center Mezzanine Dining area at 6:00 p.m. Dinner price is \$7.00 per person.

4. Monday Evening Entertainment

The committee discussed various means of promoting ticket sales for the Monday evening entertainment. All registrants who have not purchased tickets are to be contacted and it is expected that this and other promotional techniques will have a positive effect and build on the initial sale of one thousand plus.

The committee discussed at length the manner of handling the seating of the Official Family on Monday evening. Transportation will be provided, but there were varying opinions concerning the following:
1) reserved seats for the Official Family and/or 2) allowing the Official Family to enter through the stage door at 7:30 p.m., at the time that the rest of the doors open. Following this discussion, the committee proposed the following recommendation for consideration by the Board:

Recommendation #1

It is recommended that no seats be reserved for the Monday evening entertainment in Dallas.

President Stan, I move that recommendation #1 be approved.
(adopted)

5. Pre-and Post-Convention Meetings

A brief outline of pre-and post-convention meetings is attached for the information of the Board. (Exhibit B)

1978 Convention - Miami Beach

Planning for the 1978 Kiwanis International Convention in Miami Beach is proceeding according to schedule. The Omni Hotel has tentatively been selected as the Official Family hotel. The Convention Planning Conference will be held at the Omni on July 29-31, 1977.

1981 Convention - New Orleans

The Superdome has been secured as a no cost item for the 1981 Convention in New Orleans. Completion of the hotel contracts will finalize the agreement made upon the selection of New Orleans as the 1981 convention site.

Future Sites

The committee discussed possible future sites for Kiwanis International Conventions. The Convention Manager is pursuing several contacts and it is expected that some of these will be realistic bids by the October Meeting of the committee.

Convention Finances

The committee continues to be concerned with the rising convention costs. The Monday evening program will be watched carefully as a possible means of assisting in this area. Procedures are in effect for exhibitors to assist with the cost of space in the exhibit hall in Dallas. The committee feels that it is time to give serious consideration to an increase in registration fees and concurs with the Finance Committee's proposed recommendation relating to this matter.

President Stan, I move that this report be received.

Respectfully submitted,

MAURICE GLADMAN

JOHN T. ROBERTS

ERNEST STURCH, JR., Chairman

REGISTRATION BY DISTRICT
62ND ANNUAL COVENTION - KIWANIS INTERNATIONAL

APRIL 29, 1977 REPORT NO. 13

DISTRICT	M E N		W O M E N		T O T A L	P E R - C E N T	P R E V I O U S Y. T. D.
	W E E K	Y. T. D.	W E E K	Y. T. D.			
ALABAMA	7	86	6	66	13	75.6	150
ANDEAN	0	0	0	0	0		0
AUSTRALIA	0	1	0	1	0		8
AUSTRIA-GERMANY	0	1	0	1	0		7
BENELUX-FRANCE	0	1	0	1	0		0
CALIFORNIA-NEVADA-HAWAII	6	1	0	0	0		3,402
CAPITAL	22	432	13	315	35	87.9	850
CAROLINAS	4	170	2	117	6	90.3	318
EASTERN CANADA AND THE CARIBBEAN	2	166	3	138	5	84.0	302
FLORIDA	3	82	2	62	5	86.7	137
GEORGIA	31	365	15	255	46	*106.0	443
ICELAND	10	109	8	93	18	50.2	226
ILLINOIS-EASTERN IOWA	0	0	0	0	0		0
INDIANA	6	241	3	187	9	70.9	483
KANSAS	8	159	5	142	13	87.5	253
KENTUCKY-TENNESSEE	12	136	10	121	22	*138.9	173
KIWANIS INTERNATIONAL EUROPEAN FEDERATION	10	149	5	126	15	76.0	219
LOUISIANA-MISSISSIPPI-WEST TENNESSEE	0	0	0	0	0		0
MICHIGAN	20	120	17	91	37	38.2	186
MINNESOTA-DAKOTAS	10	190	7	138	17	79.2	361
MISSOURI-ARKANSAS	1	84	1	70	2	84.6	181
MONTANA	3	136	2	109	5	64.5	212
NEBRASKA-IOWA	0	30	0	23	0	55.2	62
NEW ENGLAND	3	111	4	98	7	69.4	210
NEW JERSEY	2	128	1	101	3	*177.5	184
NEW YORK	1-	132	1-	97	2-	*127.2	305
NEW ZEALAND	5	287	2	188	7	*105.6	475
NORDEN	1	2	1	1	2		1
OHIO	0	0	0	0	0		0
OVERSEAS EXTENSION	2	293	1	237	3	*100.0	473
PACIFIC NORTHWEST	0	3	0	1	0		7
PENNSYLVANIA	3	146	3	106	6	*127.3	422
PHILIPPINES-LUZCN	4	132	2	106	6	98.8	268
PHILIPPINES-SOUTH	0	0	0	0	0		0
ROCKY MOUNTAIN	0	0	0	0	0		0
SOUTHWEST	0	0	0	0	0		2
SWITZERLAND-ITALY-LIECHTENSTEIN	5	59	5	51	10	64.3	173
TEXAS-OKLAHOMA	3	106	2	93	5	78.0	361
UTAH-IDAHO	0	0	0	0	0		2
WEST VIRGINIA	26	386	24	331	50	27.7	429
WESTERN CANADA	0	32	1	30	1	60.8	112
WISCONSIN-UPPER MICHIGAN	2	36	0	25	2	64.9	54
	2	29	2	28	4	*103.6	101
	3	97	1	77	4	80.2	206
T O T A L S	209	4,637	147	3,625	356	8,262	11,510
							10,905

* REACHED QUOTA
PREVIOUS T. D. TOTALS BASED ON APRIL 30, 1976 REPORT NO. 13

MEETINGS IN DALLAS

Convention

Thursday
June 23

1:00 p.m.
to
4:30 p.m.

Board Committee Meetings

Dallas Hilton
Parlors 445, 446, 448, 449

6:00 p.m.

Reception for Board & Wives

Dallas Hilton
Schneider's Suite (Imperial)

6:45 p.m.

Dinner for Board Wives

Dallas Hilton
Beef Baron Restaurant

6:45 p.m.

Opening Board Dinner

Dallas Hilton
Embassy West Room

Friday
June 24

9:00 a.m.

Board Meeting

Dallas Hilton
Embassy West Room

9:30 a.m.

Past Presidents Meeting

Dallas Hilton
Gold Room

12:00 noon

Board and Past International
Presidents Lunch

Dallas Hilton
Embassy East Room

12:30 p.m.

Ladies Informal Luncheon

Willow Bend Polo & Hunt Club

2:00 p.m.

Past International Presidents
Meeting (if necessary)

Dallas Hilton
Gold Room

2:00 p.m.

Board Meeting (continues)

Dallas Hilton
Embassy West Room

4:00 p.m.

Governors-elect "Get
Acquainted" Reception

Dallas Hilton
Embassy Garden Room

6:30 p.m.

6:45 p.m.

Buses leave for:
President's Reception and
Dinner for Board, Past
International Presidents
and Widows

City Club
Main Dining Room

Saturday
June 25

8:30 a.m.

Conference for Governors-
elect. (Leadership & Council
only)

Dallas Hilton
Grand Ballroom

9:00 a.m.

Past International Presi-
dents Meeting (if necessary)

Dallas Hilton
Gold Room

MEETINGS IN DALLAS

-2-

Saturday June 25 (cont'd)	9:00 a.m.	Continental Breakfast for Wives of Board, Past International Presidents and Widows of Past Inter- national Presidents	Dallas Hilton Vista Room
<u>Post-convention</u> Thursday June 30	9:00 a.m.	Board Breakfast	Dallas Hilton Embassy West Room
	9:00 a.m.	Continental Breakfast for Wives of Board, New Board, Past International Presi- dents and Widows	Dallas Hilton Vista Room

REPORT OF THE BOARD COMMITTEE ON KEY CLUBS
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

Date of Committee Meeting: May 2, 1977

Place of Committee Meeting: General Office

Present - Members: Ernest Sturch, Jr.
Dwight F. Gallivan

Chairman: John T. Roberts

Staff Members: James P. "Pete" Tinsley
Gary R. McCord
L.A. Hapgood
R.M. Detloff

REVIEW OF DEPARTMENTAL BUDGET

The Committee reviewed the Comparative Statement of Expenses for the first six months of the 1976-77 year and found it to be in good order. They were happy to note that the departmental share of the Key Club Budget (\$184,226.00) will have been collected within the week and it is anticipated that the amount that Key Club International dues collected will total about \$190,000.00 this year.

REVIEW OF KEY CLUB INTERNATIONAL BOARD TRAVEL

The Committee reviewed reports on the travel of the Key Club International Board since the January Kiwanis Board Meeting and found the travel to be in line with Kiwanis International Board Policies.

REPORT ON KEY CLUB INTERNATIONAL SPRING BOARD MEETING

The Committee received from the Chairman a written report covering the Spring meeting of the Key Club International Board of Trustees held on February 26-28, 1977 at the General Office. The proposed amendments to the Key Club International Constitution and Bylaws that are to be presented to the House of Delegates at the Key Club International Convention in Kansas City, Missouri were reviewed by the Committee.

Recommendation #1:

The Committee recommends that the proposed amendments to the Key Club International Constitution and Bylaws, as shown in Exhibit A, attached, be referred to the Committee on Laws and Policies for their review in accordance with Kiwanis International Policy C-IV a on page C 25-b.

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

On further reviewing items arising from the Key Club International Board Meeting, it was brought to the attention of the Committee by the Chairman that International Board Policy C-If on page C 21 needs to be updated.

Recommendation #2:

The Committee recommends that International Board Policy C-If on page C 21 be changed to read as follows: "The Key Club International Board will meet at least three times annually, once during the Fall, once during the early Spring and at the time of the Key Club International Convention."

I move that recommendation #2 be adopted.
(adopted)

The Committee then reviewed the proposed dates for the 1977-78 Key Club International Board Meetings.

Recommendation #3:

The Committee Recommends that the following dates be approved for the 1977-78 meetings of the Key Club International Board:

- (1) Fall Board Meeting--October 29-31, 1977
- (2) Spring Board Meeting--February 25-27, 1978
- (3) Convention Board Meeting--July 1, 1978

I move that recommendation #3 be adopted.
(adopted)

The Committee was apprised of the Key Club International Board's plans to carry on K-Family Weekend.

Recommendation #4:

The Committee recommends that the selected dates of February 10-12, 1978 be approved for K-Family Weekend.

I move that recommendation #4 be adopted.
(adopted)

The Chairman indicated in his report to the Board Committee on Key Clubs that the talent for accomplishment, the dedication to duty and the true spirit of Key Club that has been characteristic of this Key Club International Board was again evident at the Spring Board Meeting. Individually, the Board Members are fine young men, and collectively, they have been an effective and imaginative Board under the excellent leadership of President Martich. Kiwanis International owes a debt of gratitude to each of these Key Clubbers for the service that they have rendered in this administrative year. For the experience that has been his, the Chairman owes most of all.

STATUS OF OVERSEAS KEY CLUBS

The Committee then discussed the present and potential future status of Key Clubbing in areas belonging to the United States, such as the territory of Guam and the Commonwealth of Puerto Rico (where we presently have one Key Club in existence). It was the belief of the Committee that clubs in such areas of either the United States or Canada should be given the same status as Key Clubs located on the mainland areas of the United States and Canada.

Recommendation #5:

The Committee recommends that the following be added

Recommendation #5 Cont'd:

at the end of the present International Board Policy C on page C 30:

"In the case of the territory of Guam and the Commonwealth of Puerto Rico and other such United States or Canadian Territories, the sponsoring of chartered Key Clubs and/or Circle K by Kiwanis Clubs in these non-districted areas will be permitted. The clubs so formed will be administered by the sponsoring Kiwanis club and the Key Club and/or Circle K Club Department of Kiwanis International.

I move that recommendation #5 be adopted.
(adopted)

The Committee went on to review the survey of Overseas Kiwanis Governors-elect, taken at their recent conference held in Chicago. A lengthy discussion was held by the Committee on the subject of the extension of Key Club in overseas areas. A number of alternatives were presented by staff for the Committee's consideration. However, there were implications involved in all plans discussed that require further study by staff and the Committee. Since the existing Policy C on page C 30 presently allows the formation of Key Clubs in overseas areas as a local activity, the Committee felt this was adequate for the present and decided to retain the subject for further study, making no recommendations at this time.

REVIEW OF FACULTY ADVISORS SURVEY:

The Committee reviewed the report by staff of an extensive survey that was taken in regard to the problem of the obtaining and retaining of good Faculty Advisors. The Committee approved several administrative recommendations by staff and directed their implementation as an attempted partial solution to the problem. This problem will continue to be studied by staff and the Committee.

REVIEW OF KIWANIS INTERNATIONAL BOARD POLICIES REGARDING ADULT SUPERVISION AT KEY CLUB CONVENTIONS:

On carefully reviewing the Board Policies in this regard, it was felt by the Committee that a more specific policy regarding the attendance of adult chaperones at both the Key Club International and Key Club District Conventions is needed.

Recommendation #6:

The Committee recommends that paragraph 3 of Section n on page C 22 be stricken and the following paragraph substituted therefor:

"For Key Club International Conventions, the individuals in attendance from each district shall be the responsibility of the Key Club District Administrators in conjunction with all other adults in attendance from their respective districts. There shall be at least one adult advisor for every ten Key Clubbers (or a portion thereof) in attendance. Whenever this is not possible, local host Kiwanians and/or their wives shall be requested to assist in the supervision of such groups."

The Committee further recommends that the following be added to paragraph g, page C 23, of the Board Policies:

"At all Key Club District Conventions, there shall be at least one adult advisor for each ten Key Clubbers (or a portion thereof) in attendance. The adult sponsors attending shall be either members of the sponsoring Kiwanis Club and/or the Key Club Faculty Advisor (or other substituting member of the faculty as approved by the local school officials) and/or a parent of a member of the Key Club. The Key Club District Administrator may give permission for a Key Club unable to comply with the above noted adult chaperone policy to be supervised by other Kiwanians and/or Faculty advisors and/or a parent from their local area, if this is approved by the Kiwanis sponsor and the local school officials."

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

The Committee then discussed the matter of limiting attendance at Key Club International Conventions but saw no reason to do so at this time.

REVIEW OF BOARD POLICY REGARDING ESTABLISHING MORE THAN ONE KEY CLUB PER HIGH SCHOOL:

A letter was received by the Committee from the Western Canada District of Key Clubs requesting the Board to consider allowing more than one Key Club, specifically an all male club and an all female club, to be located in one high school. After discussing the present policies in this regard, the Committee saw no reason to recommend any changes at this time.

REVIEW OF TENTATIVE KEY CLUB CONVENTION BUDGET:

The tentative budget for the 34th Annual Key Club International Convention, as approved by the Key Club International Board, was reviewed by the Committee and found to be in good order.

Recommendation #7:

The Committee recommends the approval of the budget, as presented in Exhibit B, attached, for the 34th Annual Key Club International Convention.

I move that recommendation #7 be adopted.
(adopted)

Respectfully submitted,

DWIGHT F. GALLIVAN
ERNEST STURCH, JR.
JOHN T. ROBERTS, Chairman

PROPOSED AMENDMENTS

TO THE CONSTITUTION AND BYLAWS OF KEY CLUB INTERNATIONAL

Submitted to the 34th Annual Convention
Kansas City, Missouri July 3-6, 1977

To All Key Clubs:

The following proposed amendments to the Constitution and Bylaws of Key Club International will be officially presented for action at the Annual Convention in Kansas City, Missouri on Wednesday, July 6, 1977.

Copies of the proposed amendments are being sent to each chartered Key Club in accordance with the provisions of Articles 17 & 18 of the Constitution. At the convention these proposed amendments will be presented to the delegate body for consideration and action.

You will note that in the column parallel to the proposed amendments, the present Article and Section of the Constitution and Bylaws which is referred to in the proposed amendments is included.

CONSTITUTION

(Article 18, Section 1 of the Constitution reads in part: "Amendments to the Constitution shall be made by two-thirds (2/3) vote of the voting delegates and voting delegates-at-large present and voting at any convention of Key Club International.")

PROPOSED AMENDMENTS

Present Article 7, Section 5

"Each Key Club district, through its convention, shall adopt the Standard Form of District Bylaws with only such modifications as shall be approved by its sponsoring Kiwanis district and the Board of Trustees of Key Club International."

Amend Article 7, Section 5 to read:

"Each Key Club district, through its convention, shall adopt the Standard Form of District Bylaws with only such modifications as shall be approved by its sponsoring Kiwanis district, by the Key Club International Administrator and/or the Key Club International Board of Trustees."

Present Article 14, Section 3

"Each member club shall pay to the district with which it is affiliated for each local club member, with the exception of honorary members, for district dues and a subscription to the district publication, a sum not exceeding two dollars (\$2.00) per annum, due on October first (1) of each year and payable not later than sixty (60) days thereafter. District dues shall be submitted to the Key Club District Treasurer or other officer as approved by the Sponsoring Kiwanis district. The District Board of Trustees shall have the authority to prorate district dues for half-yearly members."

Amend Article 14, Section 3 to read:

"Each member club shall pay to the district with which it is affiliated for each local club member, with the exception of honorary members, for district dues and a subscription to the district publication, a sum not exceeding two dollars-fifty cents (\$2.50) per annum, due on October first (1) of each year and payable not later than sixty (60) days thereafter. District dues shall be submitted to the Key Club District Treasurer or other officer as approved by the Sponsoring Kiwanis district."

Amend Article 14, Section 3 to read:
(Cont'd)

The District Board of Trustees shall have the authority to prorate district dues for half-yearly members. Special assessments may be made, but only in the manner prescribed in Article X, Section 3 of the Standard Form for Bylaws of Key Club Districts."

Present Article 14, Section 3

"Each member club shall pay to the district with which it is affiliated for each local club member, with the exception of honorary members, for district dues and a subscription to the district publication, a sum not exceeding two dollars (\$2.00) per annum, due on October first (1) of each year and payable not later than sixty (60) days thereafter. District dues shall be submitted to the Key Club District Treasurer or other officer approved by the Sponsoring Kiwanis district. The District Board of Trustees shall have the authority to prorate district dues for half-yearly members."

Amend Article 14, Section 3 to read:

"Each member club shall pay to the district with which it is affiliated, for each local club member with the exception of honorary members, for district dues and a subscription to the district publication, a sum not exceeding the maximum amount paid for each member in International dues and publication subscription. This sum is due on October first (1) of each year and payable not later than sixty (60) days thereafter. The amount of dues shall be determined by the district board but shall not exceed the amount specified above. The district board shall determine the person to whom dues will be paid, and shall have the authority to prorate district dues for half-yearly members."

BYLAWS

(Article 17, Section 1 of the Constitution reads, in part: "Bylaws, not inconsistent with the Constitution, shall be enacted and may be amended by a majority vote of the voting delegates and voting delegates-at-large present and voting at any convention of Key Club International.")

Present Article 1, Section 3

"Before a Key Club may be formed at least ten (10) students of the high school eligible for membership and approved by the principal must be willing to join the proposed Key Club and accept the responsibilities of club membership. No more than 50% of the charter members can be eligible for graduation in the same school year as when the club is chartered."

Amend Article 1, Section 3 to read:

"Before a Key Club may be formed at least fifteen (15) students of the high school eligible for membership and approved by the principal must be willing to join the proposed Key Club and accept the responsibilities of club membership. No more than 50% of the charter members can be eligible for graduation in the same school year as when the club is chartered."

Present Article 5, Section 5

"Before the official opening of a district convention the board of trustees of the district with Kiwanis counsel shall adopt and publicize rules of convention discipline and shall appoint and fully support a sergeant-at-arms committee, including a Kiwanis advisor, to enforce the rules of convention discipline. The district board of trustees or a committee thereof and an adult advisor shall determine the measure of disciplinary action to be taken in each case in which convention rules may be violated."

Present Article 15, Section 1

"The Motto of Key Club International shall be "We Build."

Amend Article 5, Section 5 to read:

"Before the official opening of a district convention the board of trustees of the district with Kiwanis counsel shall adopt and publicize rules of convention discipline and shall appoint and fully support a sergeant-at-arms committee, including a Kiwanis advisor, to enforce the rules of convention discipline. The district board of trustees or a committee thereof and the District Key Club Administrator shall determine the measure of disciplinary action to be taken in each case in which convention rules may be violated."

Amend Article 15, Section 1 to read:

"The motto of Key Club International shall be "Caring-Our Way of Life."

TENTATIVE BUDGET

KEY CLUB INTERNATIONAL CONVENTION

Kansas City, Missouri

July 3-6, 1977

INCOME

Registration (2150 @ \$23.00)

1977
Budget
\$49,450.00

EXPENSES:

1. Kickoff Brunch (2000 @ \$5.70)	11,400.00
2. Farewell Luncheon (1800 @ \$5.70)	13,500.00
3. Board Dinner (40 @ \$8.00 + 40 @ \$6.50 Baseball Game)	580.00
4. Board Lunch (25 @ \$8.00)	200.00
5. Awards and Program	5,500.00
6. Staff Expenses	5,400.00
7. Forms and Badges	3,000.00
8. Printed Program	1,700.00
9. Auditorium Changes	1,600.00
10. Postage and Express	1,600.00
11. Theme and objectives	3,000.00
12. Office Supplies	700.00
13. Telephone and Telegraph	350.00
14. Host Expenses	400.00
15. Temporary Help	350.00
16. Unclassified	170.00

TOTAL

\$49,450.00

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

April 30 - May 4, 1977

Date of Committee Meeting: May 3, 1977

Place of Committee Meeting: General Office

Present: Members - Dwight F. Gallivan, John T. Roberts
Chairman - Stephen H. Hart, Jr.
Staff Members - R.P. Merridew, L.A. Hapgood, Fay H. McDonald

Policy Revision Referrals

All changes or additions to Policies adopted at the February Board Meeting, which contained specific reference to the location in Policies, have been inserted into Policies.

The Policy adopted by the Board at the January 29-February 2, 1977 Board Meeting on representation to non-federated district conventions outside of the U.S. and Canada and to the Asia-Pacific Conference did not contain a specific policy location. Therefore, the Committee presents the following recommendation.

Recommendation #1:

The Committee recommends that the Policy on representation to non-federated district conventions outside the U.S. and Canada and to the Asia Pacific Conference be inserted as Paragraph I-J on Page D-1 of Policies. The text to read: "That representation be provided to all non-federated district conventions outside of the U.S. and Canada and to the Asia-Pacific Conference. If in any instance the attendance of a staff person would be appropriate, such appointment would be considered," and that a note be added to the end of Paragraph 4-f on Page A-22 of Policies to read: "Note - for representation to non-federated districts outside of the U.S. and Canada and the Asia-Pacific Conference see Paragraph I-J on Page D-1."

I move that recommendation 1 be adopted.

(Adopted)

The Committee recommends one revision of the B Section of Policies at this time.

Recommendation #2:

The Committee recommends that the words "the Secretary, the Associate Secretary" be deleted from Paragraph 17-a on Page B-14 of Policies, and that the first sentence of Paragraph 17-a-(2) on Page B-15 be deleted.

I move that recommendation 2 be adopted.

(Adopted)

Amendments for Presentation to the Dallas Convention

The draft of the proposed amendments sponsored by the Board as well as one submitted by a club have been prepared in the manner in which they would be printed. These are found in Exhibit A attached to this report.

Proposed Amendment 1 contains the changes to Articles XVI and XVII of the Constitution to eliminate the words "Present and" as authorized by action of this Board at its last meeting.

Recommendation #3:

The Committee recommends the adoption of the wording of the amendment to Articles XVI and XVII of the Constitution as delineated in Proposed Amendment 1 in Exhibit A for presentation to the delegates in Dallas.

I move that recommendation 3 be adopted.
(Adopted)

Proposed Amendment 2 contains the change in time period for holding division conferences for electing lieutenant governors as authorized by action of this Board at its last meeting.

Recommendation #4:

The Committee recommends the adoption of the wording of the amendment to Article V, Section 3, of the Bylaws of Kiwanis International as delineated in Proposed Amendment 2 in Exhibit A for presentation to the delegates in Dallas.

I move that recommendation 4 be adopted.
(Adopted)

Proposed Amendments 3, 4, and 5 are all part of the general heading of Comprehensive General Liability Insurance. It is proposed that there be a preamble to the listing of these three amendments.

Proposed Amendment 3 provides for the removal of Section 7 from Article XII of the Constitution.

Proposed Amendments 4 and 5 provide alternate proposals for creating a new liability insurance article in the Bylaws of Kiwanis International.

Recommendation #5:

The Committee recommends the adoption of the wording of the preamble and the amendments to the Constitution and Bylaws as delineated in Proposed Amendments 3, 4, and 5 in Exhibit A for presentation to the delegates in Dallas.

I move that recommendation 5 be adopted.
(Adopted)

Because of the unusual nature of the subject matter of the proposed amendments on the comprehensive general liability insurance program, it is strongly urged that appropriate support material be developed for use by Kiwanis leaders at all levels.

Proposed Amendment 7 in Exhibit A has been duly submitted by the Kiwanis Club of Elgin-Fox Valley, Illinois and proposes to permit clubs to elect women to membership.

Bylaws for the Japan District

The Committee was asked to review the proposed bylaws of the Japan District which will hold its organizational convention in September. The proposed bylaws were reviewed by the Committee and suggested minor revisions were made for the benefit of President Stan Schneider and Secretary Reg Merridew who will be participating in the organizational convention of the Japan District.

Referral of Proposed Amendments to the Constitution and Bylaws of Key Club International

The Committee reviewed the proposed amendments to the Constitution and Bylaws of Key Club International and find no conflict with Kiwanis International Board Policies or the Constitution and Bylaws of Kiwanis International.

Review of Board Policies

The Special Committee for Review of Board Policies consists of this Committee and Vice-president Ralph C. Keyes. This special committee has begun an in-depth study of the Policies. The Board Committee on Overseas Extension has received suggestions on possible revisions of the D section of Policies. The Finance Committee has received suggestions on possible revisions of the B section of Policies.

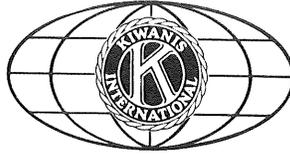
This special committee is continuing its study of the A and C sections of Policies.

Respectfully submitted,

DWIGHT F. GALLIVAN

JOHN T. ROBERTS

STEPHEN H. HART, JR., Chairman



PROPOSED AMENDMENTS

to the Constitution and Bylaws of Kiwanis International

Submitted to the Sixty-second Annual Convention

Dallas, Texas, June 26-29, 1977

May 17, 1977

To All Kiwanis Clubs:

The following proposed amendments to the Constitution and Bylaws of Kiwanis International will be officially presented for action at the Annual Convention in Dallas, Texas, on June 29, 1977.

This copy of the proposed amendments is being sent to the secretary of each chartered club in accordance with the provisions of Articles XVI and XVII of the Constitution. You will note that in the column parallel to the proposed amendments are included the sections and articles of the present Constitution and Bylaws referred to in the proposed amendments.

R. P. MERRIDEW
Secretary

Part 2.

Amend Article II, Sections 1 and 4, of the Bylaws of Kiwanis International by deleting the present Sections 1 and 4, and substituting new Sections 1 and 4, as follows:

Section 1. Active Membership.

a. Any man possessing the qualifications prescribed in Article V, Section 4, of the Constitution of Kiwanis International may be elected to active membership in a chartered club. However, at the option of any single chartered club, by a duly adopted amendment of the Bylaws of such club, any women possessing the aforementioned qualifications may also be elected to membership in that club.

b. No man or woman shall be eligible to membership in a club who holds membership (other than honorary) in any other Kiwanis club or other service club of like character.

c. An active member of a chartered club shall pay a membership fee and annual membership dues, and shall be entitled to all privileges of the club.

(no change)

Section 4. Honorary Membership.

a. Any man or woman who has performed some distinguished public service and who is not an active, privileged, or senior member of a chartered club may be elected as an honorary member of said club for the period of one (1) year and thereafter may be re-elected from year to year.

b. An honorary member shall pay neither membership fee nor annual membership dues, and shall be entitled to all privileges of the club except those of voting and holding office.

(no change)

BYLAWS

Article II, Sections 1 and 4

Section 1. Active Membership.

a. Any man possessing the qualifications prescribed in Article V, Section 4, of the Constitution of Kiwanis International may be elected to active membership in a chartered club.

b. No man shall be eligible to membership in a club who holds membership (other than honorary) in any other Kiwanis club or other service club of like character.

c. An active member of a chartered club shall pay a membership fee and annual membership dues, and shall be entitled to all privileges of the club.

Section 4. Honorary Membership.

a. Any man who has performed some distinguished public service and who is not an active, privileged, or senior member of a chartered club may be elected as an honorary member of said club for the period of one (1) year and thereafter may be re-elected from year to year.

b. An honorary member shall pay neither membership fee nor annual membership dues, and shall be entitled to all privileges of the club except those of voting and holding office.

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

April 30 - May 4, 1977

Date of Committee Meeting: May 1, 1977

Place of Committee Meeting: General Office

Present: Members - Jack P. Delf, Merald T. Enstad
 Chairman - Douglas Wasson
 Staff - L. A. Hapgood, Percy H. Shue

Conference for Governors-elect, Dallas

The next conference for Governors-elect will be held in Dallas on Saturday, June 25, from 8:30-4:00. The focus will be on 1977 - 78 programming by district leadership. Major topics to be presented and discussed will include: Getting Kiwanians Involved in Significant Community Service, Achieving Responsible Kiwanis Club Sponsorship of Circle K and Key Clubs, Improving the Efficiency of Club Administration, and Growth: New Clubs and Membership.

It will be organized throughout as a round-table workshop, with four or five governors-elect at each table, assisted by 1977 - 78 International committee chairmen and staff, with a Board or Past President representative presiding at each table. District secretaries will not attend this conference.

On Wednesday afternoon, governors-elect will attend the Conference for 1977 - 78 Lieutenant Governors for a short period and then go into a separate but informal session with President-elect Maury.

Council Meeting, Dallas

The International Council Breakfast and Meeting will be held, as in past years, on Sunday morning, with breakfast starting at 8:15. The agenda (see Exhibit A) is attached for your information.

Forums, Dallas

The afternoon forum schedule has been extensively revised for Dallas in an effort to provide more thorough leadership education to officers-designate.

On Monday afternoon, we will have four Forums on Administrative Techniques for 1977 - 78 Club Officers in addition to a single Forum for 1976 - 77 Club Presidents and Secretaries, the latter focusing upon methods of intensifying club action during the last three months of the year. Also on Monday afternoon, we will have a Forum for 1977 - 78 District Chairmen of Services Committees.

On Tuesday afternoon, we will have a Forum on the 1977 - 78 Major Emphasis Program and a Forum for 1977 - 78 Club Secretaries, the latter also a first.

While Wednesday afternoon will be regarded as a free afternoon in the Convention schedule, the Conference for 1977 - 78 Lieutenant Governors has been moved to Wednesday afternoon in order to permit earlier starting, provide more time, and utilize a broader and more strictly structured agenda. The instructions at this conference will be primarily by staff, and the areas of focus will be the executive role of the lieutenant governor, the lieutenant governor's role in the Major Emphasis Program, and the lieutenant governor's role in new club building and membership growth.

In addition to the Forums, there will also be a conference for New District Secretaries on Sunday afternoon, conducted by staff. At present, seven districts have reported the names of new Secretaries, and we anticipate receiving the names of seven additional ones, although some may not be named prior to the Dallas Convention.

Fall Council Meeting, Chicago

The fall meeting of the Council will be October 2-4 at the Continental Plaza Hotel. The Committee has confirmed the continuance of a focus on motivation, communication, and problem-solving and, between now and the Dallas convention, hopes to confirm the keynoters and the Tuesday inspirational speaker and have the tentative agenda for you.

Evaluation of the March 30 - April 1 Conference for Governors-elect

In the judgment of the Committee, the March 30 - April 1 Conference for Governors-elect was most successful. For the first time in our history, we had forty-two governors-elect present, including all governors-elect from extension districts. Also in attendance were Walter Fruh, President-elect of Kiwanis International-Europe, and Egon L'Eplattanier, Administrator and Secretary, Kiwanis International-Europe.

From what we have been able to determine from remarks made at the Conference and from letters received since, governors-elect were enthusiastic about the agenda, the format, the fellowship, and the methods of instruction. We are especially gratified to hear that our governors-elect from Kiwanis International-Europe regarded the conference as a most successful one from their standpoint.

1977 - 78 Leadership Education Materials Development

Staff reported that the development and production of 1977 - 78 leadership education materials is on schedule and no significant problems are anticipated in meeting delivery dates. Each Board member will again receive a form on which he can indicate which items on the distribution list he himself would like to receive.

Dates for Conference for 1977 - 78 Governors-elect

The Committee, in concurrence with Treasurer Bill Solberg and staff, agree that detaching the first Conference for Governors-elect from the Board meeting this year was highly desirable and should be followed in the future. The preferred dates for the 1977 - 78 conference are the Wednesday, Thursday, and Friday following Easter Sunday.

Recommendation #1:

The Committee recommends that the first Conference for 1977 - 78
Governors-elect be scheduled for March 29 - 31, 1977.

I move that recommendation 1 be adopted.

(adopted)

Regional Conferences

While there was strong agreement on the part of both staff faculty and participants (lieutenant governors and presidents) that the Atlanta Regional Conference for Lieutenant Governors and Presidents, held in February, was most successful. Associate Secretary Larry expressed his concern that to this point we have exposed this opportunity to too few who need it. In part, the newly-planned forums for officers-designate at Dallas will supplement the regional conference plan, but they will not do all that a regional conference can do nor can they do it at the critical season of the administrative year. He indicated that, so long as those attending regional conferences come at their own expense (except for one luncheon), the cost of holding additional regional conferences would not be a major consideration nor would the time requirements for the staff faculty. The Committee would encourage the expansion of the regional conference program, and it tentatively and informally recommends that Associate Secretary Larry explore the practical possibilities of four regional conferences during 1977 - 78: one in Newark, one in Atlanta, a new one in the central midwest (probably Illinois), and a new one in the Colorado area (probably Camp LaForet, near Colorado Springs).

Respectfully submitted,

JACK P. DELF

MERALD T. ENSTAD

DOUGLAS WASSON, Chairman

AGENDA FOR INTERNATIONAL COUNCIL
Dallas, Texas
June 26, 1977 - 8:15 A.M.
Stanley E. Schneider, President, Presiding

ANTHEMS

Verrollton C. "Vic" Shaul, Director of Council and Convention Music

INVOCATION

Albert L. Cox, Chairman, Committee on Support of Spiritual Aims

BREAKFAST

DEVOTIONS

Presiding: Douglas Wasson, Trustee

Responsive Litany

Old Testament Reading: Jack P. Delf, Trustee

New Testament Reading: Merald T. Enstad, Trustee

Devotional Message: T. R. Johnson, Past President

Musical Selection: Mrs. Nancy Somers, Corpus Christi, Texas

GREETINGS FROM THE PRESIDENT

Stanley E. Schneider

THE CONVENTION PROGRAM

Ernest Sturch, Jr., Chairman, Board Committee on Convention

REMARKS ON CONVENTION MUSIC

Verrollton C. "Vic" Shaul, Director of Council and Convention Music

GROUP SINGING

KIWANIS ELECTION PROCEDURE

Ted R. Osborn, Chairman, Conference on Nominations

DISCUSSION

CONVENTION RESOLUTIONS

Donald E. Williams, Chairman, Committee on Resolutions

PROPOSED AMENDMENTS TO THE INTERNATIONAL CONSTITUTION AND BYLAWS

Stephen H. Hart, Jr., Chairman, Board Committee on Laws and Policies

DISCUSSION

PRESIDENT'S REPORT ON KIWANIS GROWTH AND EMPHASIS PROGRAMS

Stanley E. Schneider

DISCUSSION

ADJOURNMENT

REPORT OF BOARD COMMITTEE ON MEMBERSHIP GROWTH & EDUCATIONTO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEESApril 30 - May 4, 1977

Date of Committee Meeting: May 1, 1977

Place of Committee Meeting: General Office

Present: Members - Paul Chandler, Merald T. Enstad
 Chairman - Drew M. Petersen, M.D.
 Staff Members - L. A. Hapgood, R. A. Misch

Review of Trend Membership Figures to date for the 1976-77 Administrative YearNew Member Add Reports to date in the 1976-77 Administrative Year

The Board Committee reviewed the Trend Membership Figures and New Member Add Reports for the first six months of this administrative year. Since the membership statistics were included in the Report of the Secretaries it would be redundant to repeat them. Attached as Exhibits #1 & #2 are the Trend Membership Figures and New Member Add Reports.

It was the opinion of the Committee that we are all aware of what the membership statistics indicated in the first six months, and that our main purpose at this meeting was to plan for the remainder of this administrative year to achieve the goal of 80,000 new member adds, which will be included later in this report.

Report on Growth Programs to date

The Board Committee received reports on the following growth programs:

Diamond Award Program

The Diamond Award Program is receiving wide acceptance, but as we are all aware, it takes a great deal of promotion to eventually reach the club level with a thorough understanding. The Diamond Award Program is engendering enthusiasm and has been getting promotion around the world.

"27 in 77"

To date, awards have been sent to ten clubs for achieving the goal of "27 in 77." Six of these clubs are in the Indiana District. This program continues to be successful from reports received from clubs regarding their activities in this program.

Presidents' Day

The Presidents' Day material has been mailed throughout Kiwanis International to the leadership of district, division and club early in April, 1977. The mailing of this program was earlier this year with the hope that advance promotion of the program would give the clubs adequate time to plan to be effective in their respective areas.

The Board Committee urges each member of the Board to promote these programs at every opportunity in the districts they counsel. It was the feeling of the Committee that we have the programs to reach our growth goal in this administrative year. Attached as Exhibit #3 are suggestions to aid in the promotion of these programs.

Progress Report on the Membership Growth and Education Handbook

The Board Committee reviewed the proposed copy and layout for the Membership Growth and Education Handbook. The Committee approved of the copy and layout completed to date. This handbook will be included in the President's Packet that is sent to each club for the 1977-78 Administrative Year.

Discussion of Membership Growth and Education Programs, Awards, and Promotion for the 1977-78 Administrative Year

The Board Committee discussed all the various facets of Membership Growth and Education as it pertains to the next administrative year. The Committee was in agreement that the growth programs such as The Diamond Award Program, Presidents' Day and Freeways to Growth should be continued, and that the "27 in 77" Program be continued for one more year as "28 in 78."

The Committee discussed the possibility of including lieutenant governors in the Diamond Award Program and requested that the staff do further study of this and report at the next meeting of the Committee.

The Board Committee reviewed the four-page flyer that will be sent to each new member promoting membership growth and certain catalog items. The Committee directed that in the 1977-78 Administrative Year an award be given to the new Kiwanian who sponsors one or more new members within one year of his induction as added impetus to this program.

Recognition of the Southwest District Growth Record in the 1975-76 Administrative Year at the International Convention

The Board Committee recognized that the Southwest District became the second district in Kiwanis International to exceed the 30% New Member Add Goal reaching a new member add factor of 31.57%. Since the inception of the program, the only other district to accomplish this was the Montana District, and at the Atlanta Convention a plaque was presented to the Immediate Past Governor recognizing the outstanding growth record they had compiled in that administrative year. The Committee directed that a plaque be prepared for presentation at the Dallas Convention to Immediate Past Governor Marc Marble and the members of the Southwest District.

Promotional Plans for Growth at the International Convention in Dallas

The Committee received a report of the promotional plans for growth to be used in the Membership Growth and Education booth in the Club Clinic area. These plans involve the promotion of the Presidents' Day and Diamond Award Programs, with emphasis placed on accelerated growth in the closing stages of this administrative year.

I wish to thank all members of the Committee, Staff and others who assisted in development of this report.

I move this report be received.

Respectfully submitted,

PAUL CHANDLER

MERALD T. ENSTAD

DREW M. PETERSEN, M.D., Chairman

REPORT OF CLUBS AND MEMBERSHIP

FOR MONTH OF: March, 1977

DISTRICT	ACTIVE CHARTERS	INACTIVE CHARTERS	TOTAL CHARTERS	APS. MBR. TOTAL	HONORARY	TOTAL MEMBERSHIP
ALABAMA	97	1	98	4,935	49	4,984
ANDEAN	20		20	379		379
AUSTRALIA	34		34	757	4	761
***CAL-NEV-HAWAII	599	13	612	23,636	496	24,132
CAPITAL	210	5	215	9,083	157	9,240
CAROLINAS	178	1	179	9,573	103	9,676
*E. CANADA-CARIBBEAN	245	5	250	9,408	151	9,559
FLORIDA	278		278	14,091	164	14,255
GEORGIA	143	1	144	7,465	86	7,551
ILL-EASTERN IOWA	276	2	278	11,467	174	11,641
INDIANA	182	1	183	8,882	88	8,970
KANSAS	114	4	118	4,417	18	4,435
KENTUCKY-TENNESSEE	182	2	184	8,388	135	8,523
LA-MISS-WEST TENNESSEE	149	3	152	6,670	55	6,725
MICHIGAN	211	8	219	8,584	123	8,707
MINNESOTA-DAKOTAS	146		146	7,486	81	7,567
MISSOURI-ARKANSAS	230	7	237	8,973	113	9,086
MONTANA	57		57	2,384	13	2,397
NEBRASKA-IOWA	182	2	184	7,892	58	7,950
NEW ENGLAND	241	6	247	10,288	255	10,543
NEW JERSEY	180	1	181	6,404	167	6,571
NEW YORK	351	2	353	13,464	261	13,725
NEW ZEALAND	39	1	40	1,223	5	1,228
OHIO	355	4	359	17,044	258	17,302
**PACIFIC NORTHWEST	388	9	397	14,776	185	14,961
PENNSYLVANIA	248	2	250	9,517	126	9,643
PHILIPPINE LUZON	55		55	1,277	5	1,282
PHILIPPINE SOUTH	63	1	64	1,536		1,536
ROCKY MOUNTAIN	110		110	4,758	23	4,781
SOUTHWEST	134	2	136	5,211	43	5,254
***TEXAS-OKLAHOMA	448	24	472	17,624	147	17,771
UTAH-IDAHO	70	4	74	3,173	20	3,193
WESTERN CANADA	68	1	69	2,472	54	2,526
WEST VIRGINIA	61	2	63	2,379	34	2,413
WISCONSIN-UPPER MICHIGAN	177	2	179	8,086	59	8,145
OVERSEAS EXTENSION	68	2	70	2,243	8	2,251
EUROPEAN FEDERATION	290		290	7,910		7,910
TOTALS	6,879	118	6,997	283,855	3,718	287,573

*INCLUDING 47 CLUBS CARIBBEAN: 13 - BAHAMAS, 1 - BARBADOS, 1 - GRAND CAYMAN ISLAND, 1 - GUADELOUPE, 21 - JAMAICA, 1 - MARTINIQUE, 6 - TRINIDAD, 3 - NETHERLANDS ANTILLES;

** 61 CLUBS CANADA; ***4 CLUBS MEXICO: 2 - CALIFORNIA-NEVADA-HAWAII, 2 - TEXAS-OKLAHOMA.

NEW MEMBER ADD REPORT FOR WORLDWIDE EAST
PERIOD COVERED: 3/1/77 - 3/31/77

DISTRICT	1976-77 NEW MEMBER ADD GOAL	NEW MEMBER ADD GOAL TO DATE	NEW MEMBER ADDS	PREVIOUS ADD TOTALS	TOTAL ADDS	*NEW CLUBS	TOTAL NEW CLUBS TO DATE
ALABAMA	1,372	686	88	482	570	1	7
CAPITAL	2,624	1,310	101	624	725	1	3
CAROLINAS	2,779	1,388	85	700	785		3
E. CANADA-CARIBBEAN	2,739	1,372	164	771	935	2	4
FLORIDA	3,890	1,946	288	1,540	1,828	3	11
GEORGIA	2,232	1,116	92	606	698		4
INDIANA	2,555	1,274	191	635	826	3	3
KENTUCKY-TENNESSEE	2,484	1,242	99	682	781		1
MICHIGAN	2,503	1,262	80	659	739		3
NEW ENGLAND	3,164	1,594	89	704	793		
NEW JERSEY	1,875	942	74	479	553		2
NEW YORK	3,958	1,996	137	1,108	1,245	1	5
OHIO	4,945	2,474	182	1,145	1,327		1
PENNSYLVANIA	2,881	1,442	118	567	685	1	2
WEST VIRGINIA	680	352	40	182	222		
EUROPEAN FEDERATION	2,019	1,049		260	260		12
TOTALS	42,700	21,445	1,828	11,144	12,972	12	61
NEW MEMBER ADDS - WORLDWIDE WEST	38,959	19,614	2,276	13,138	15,414	25	85
GRAND TOTAL	81,659	41,059	4,104	24,282	28,386	37	146

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

PERIOD COVERED: 3/1/77 - 3/31/77

DISTRICT	1976-77		NEW MEMBER		NEW MEMBER		PREVIOUS		TOTAL		TOTAL	
	NEW MEMBER ADD GOAL	ADD GOAL	ADD GOAL TO DATE	MEMBER ADDS	MEMBER ADDS	TOTALS	ADDS	TOTALS	TOTAL ADDS	*NEW CLUBS	TOTAL NEW CLUBS TO DATE	
ANDEAN	67		39			69	69		69		2	
AUSTRALIA	170		90	11		95	106		106		2	
CAL-NEVADA-HAWAII	6,927		3,468	379		2,115	2,494		2,494	2	6	
ILLINOIS-E. IOWA	3,325		1,664	167		911	1,078		1,078	1	4	
KANSAS	1,237		620	63		389	452		452	1	2	
LA-MISS-W. TENNESSEE	1,875		942	84		761	845		845		6	
MINNESOTA-DAKOTAS	2,150		1,077	71		561	632		632			
MISSOURI-ARKANSAS	2,547		1,278	161		890	1,051		1,051	2	6	
MONTANA	684		342	27		253	280		280		1	
NEBRASKA-IOWA	2,277		1,152	171		705	876		876	3	4	
NEW ZEALAND	281		148	21		181	202		202		3	
PACIFIC NORTHWEST	4,341		2,184	262		1,545	1,807		1,807	3	9	
PHILIPPINE LUZON	208		114	6		291	297		297		7	
PHILIPPINE SOUTH	300		150	128		170	298		298	4	9	
ROCKY MOUNTAIN	1,340		682	105		468	573		573	2	3	
SOUTHWEST	1,435		728	105		557	662		662	1	2	
TEXAS-OKLAHOMA	5,061		2,544	241		1,849	2,090		2,090	1	9	
UTAH-IDAHO	983		488	46		261	307		307			
WESTERN CANADA	762		390	6		229	235		235			
WISCONSIN-UPPER MICH.	2,350		1,190	110		658	768		768	1	5	
EXTENSION	639		324	112		180	292		292	4	5	
TOTALS	38,959		19,614	2,276		13,138	15,414		15,414	25	85	
NEW MEMBER ADDS - WORLDWIDE EAST	42,700		21,445	1,828		11,144	12,972		12,972	12	61	
GRAND TOTAL	81,659		41,059	4,104		24,282	28,386		28,386	37	146	

*MEMBER...IP IN NEW CLUBS BUILT DURING PERIOD COVERED INCLUDED IN DISTRICT ADD FIGURE

PRESIDENTS' DAY

The Presidents' Day Program needs this type of suggested promotion:

That "One Special Hour for Manpower" be the main thrust of the total program.

Governors should get from each Lieutenant Governor the number of pledged hours in his division to obtain the projected growth goal during the program in each division.

Promotional plans of Lieutenant Governors and the District Chairmen of Membership Growth and Education.

That the Presidents' Day Program can achieve the Diamond Award for club presidents -- an avenue of reaching their growth goal in the last three months.

That divisions can have a joint meeting during Presidents' Day -- each club bringing their new members for induction.

Clubs can develop classes of new members as a living tribute to honor an outstanding Kiwanian in their club such as:

The Roy W. Davis Class -- The Kiwanis Club of Chicago used this idea last year and it was quite successful. Ideas of this type can be used to augment the program.

DIAMOND GROWTH AWARD PROGRAM

In January, 1977, each club president received President Stanley E. Schneider's Kiwanigram announcing the "Diamond Growth Award Program." Club presidents from around the world have written stating their clubs have already reached the new member add goal and are still growing.

There is still time for you and your club to earn recognition by reaching the New Member Add Goal shown below:

Club Membership October 1	New Member Additions For Administrative Year
21 & under	7
22-30	8
31-40	10
41-50	12
51-60	15
61-70	18
71-80	21
81-90	24
91-100	27
101-120	30
121-150	35
151-200	40
201 & over	50

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

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

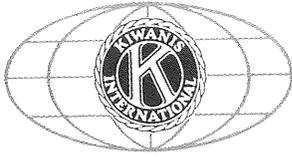
There are two requirements necessary to qualify for this recognition. The club president or secretary must submit a letter with the following information:

- The names of the new member additions to the club. These names must also be recorded in the Semi-annual Dues Statement as of September 30, 1977.
- Give the certified (paid) membership of the club as of October 1, 1976.

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

The appropriate Diamond Past President's or Diamond Distinguished President's pin for presidents who qualify will be sent after the end of the 1976-77 administrative year.

You, as President, can still reach the new member addition goal in your club. Join the other club presidents from around the Kiwanis world who have already earned their diamond. Together you will reach the goal for this administrative year of 300,000 Kiwanians. In doing so you will strengthen not only your club, but your division, district and Kiwanis around the world.



KIWANIS INTERNATIONAL

101 EAST ERIE STREET • CHICAGO, ILLINOIS 60611 • 312/943-2300

Dear Kiwanian:

Let me add my congratulations to those you have already received on your induction into Kiwanis. You are now a member of a worldwide organization with the motto "We Build." It is through the Kiwanis programs of service that we build better communities around the world and grow.

I know you'll be proud of your Kiwanis membership—as proud as I am, myself. To help you enjoy it more, and make it known to others, too, we have developed a number of useful items of a personal nature, each displaying the Kiwanis emblem. The following pages picture a few of these. They may be purchased on a cash basis by you, as an individual, or charged to your club, if you order them through your club secretary.

I know, too, that you'll be anxious to involve yourself in implementing Kiwanis' new and exciting theme "Lead the Way." This theme has two important parts, and you can help in the achievement of each of them.

The first is the Major Emphasis program for 1976-77, which is called "Safeguard Against Crime." It is aimed at helping people to help themselves in resisting crimes against themselves, and their property. This is one of the most "relevant" programs Kiwanis has undertaken in several years.

The second part of our theme "Lead the Way," is descriptive of our aim to lead other men into service work. Our goal is to build a membership of 300,000 Kiwanians during this administrative year, to make Kiwanis stronger around the world. You can help your club and Kiwanis stimulate membership by proposing a friend, business associate, fellow church member, golfing partner, or any other "contact" you may have. When you do propose a prospective member use the enclosed proposal card. Fill it in and give it to your membership chairman. (If you're proposing someone outside your club's service area, send the card to Kiwanis International, 101 East Erie Street, Chicago, Illinois, 60611.)

So, welcome to Kiwanis! Won't you help me "Lead the Way," this year, in the fight against crime, and the growth of Kiwanis around the world—and in your own community, too!

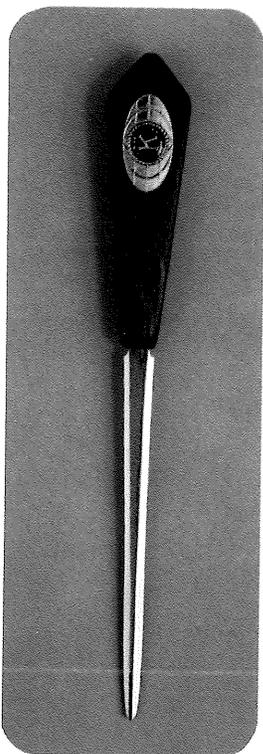
Sincerely,

STANLEY E. SCHNEIDER
President
Kiwaniis International



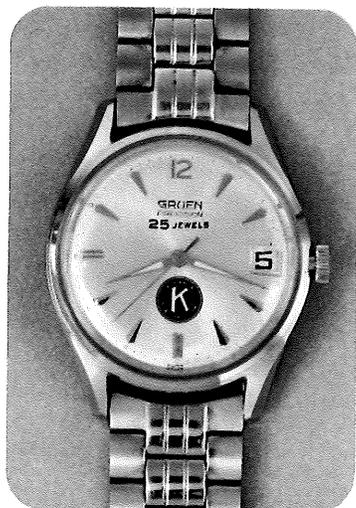
Portfolio — Easy-open, unique spring closure permits instant opening and closing; made from specially formulated cloth-supported vinyl. Size: 12" x 16½". Color: Montego brown.

13452 U.S. 5.95 CAN. 8.50



Walnut Handle Letter Opener—Handle made of deep-grained hardwood. Blade is of clean contemporary design, with beveled edge, tapered tip, smooth finish.

14140 U.S. 3.95



Watch — Gruen Self-Winding, 25 Jewel Calendar Watch in gold plated case. The dial features a Kiwanis emblem.

16020 U.S. 89.00

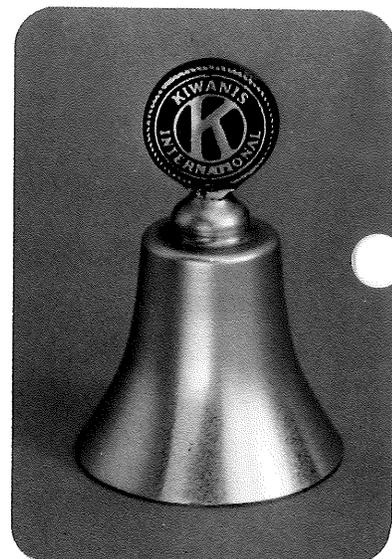


Tie Tac — This is a popular item with Kiwanians. Enamelled emblem 20K gold-plated and a safety clutch attachment with chain that hooks into shirt buttonhole.

15920 U.S. 2.95 CAN. 3.85

Kiwanis Items Available For New Members

These are just a few of the useful items of a personal nature available to Kiwanis members. These may be purchased on a cash basis by you as an individual or charged to the club when ordered through your Club Secretary.



Paperweight Bell—A 3" miniature cast bronze bell. Ideal for office or den. The bell top forms a Kiwanis emblem.

14490 U.S. 4.00 CAN. 4.70

Membership Desk Plaque — Blue and gold emblem and the word "Member" etched on milk-colored glass. Size: 6"x7".

14935 U.S. 6.95 CAN. 10.95

Membership Wall Plaque — Walnut framed with copper finished inset and a 3" embossed emblem. Size: 7" x 8½".

14940 U.S. 11.95



Travel Kit—Just the thing for the well-dressed Kiwanis traveler. Holds three suits; zipper closing.

12765 U.S. 6.95 CAN. 9.95

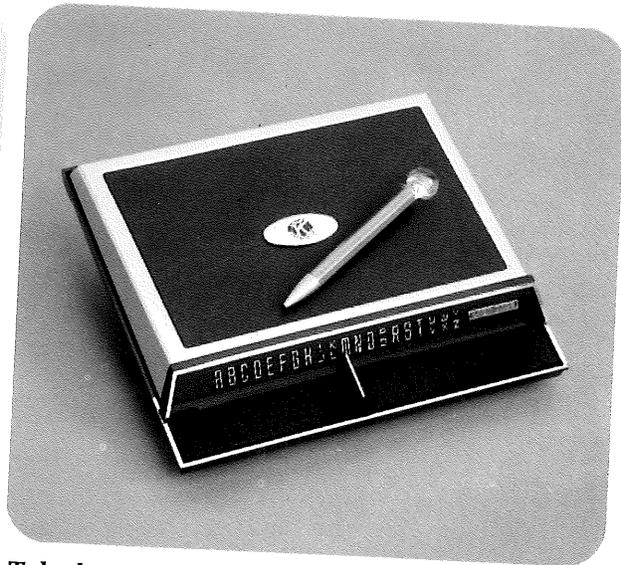
Travel Kit—Handy travel kit made of durable non-suffhide vinyl; lined with waterproof material. Size: 10" x 6" x 2½" deep. Color: brown.

12765 U.S. 6.95 CAN. 9.95



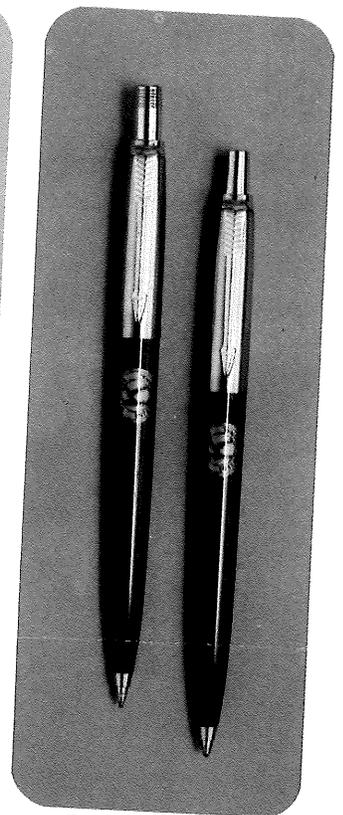
Gem Ring — Created especially for Kiwanis members. Executed in beautiful 10K solid gold with ⅜" Kiwanis International emblem mounted on 3 stones described below. Price includes 3 initials engraved on inside of shank. Specify size when ordering. Allow 4-5 weeks delivery.

0 Synthetic Ruby	U.S. 45.00	CAN. 79.95
1 Synthetic Spinel	45.00	79.95
2 Black Onyx	45.00	79.95



Telephone Index — A hinged top telephone index 5¾" by 6¾", with capacity of 308 names, addresses, and telephone numbers. Magnetic lock and release.

12725 U.S. 7.95 CAN. 12.95



Parker T-Ball Jotter Pen/Pencil Set—A pocket set with blue barrel. Official Kiwanis emblem and wording "Kiwanis International" printed on both the pen and the pencil.

14665 U.S. 5.95 CAN. 7.45



Credit Card Billfold — Six vertical credit card slots. Full width currency pocket, removable vinyl windows. Two inside card pockets. Color: Black.

10547 U.S. 7.50

Key Gard—Zipper closing key case. Color: Black.

13979 U.S. 4.25 CAN. 4.50

Place your order through the General Office. Immediate shipment is assured on all items.
KIWANIS INTERNATIONAL
 101 East Erie Street
 Chicago, Illinois 60611

Ship to: _____

Catalog No. Quantity Description

_____	_____	_____
_____	_____	_____

Please submit entire page when ordering. Items on this page are now available directly from Chicago, Illinois, USA, at US prices.

Check enclosed



OBJECTIVES

Lead the Way:

- By living our Faith daily
- By building better communities for a better world
- By uniting with youth organizations to motivate responsible citizenship
- By emphasizing family unity to strengthen respect for life and property
- By sharing opportunities for service with others

MAJOR EMPHASIS PROGRAM

Lead The Way: SAFEGUARD AGAINST CRIME



KIWANIS INTERNATIONAL

100 WEST WASHINGTON STREET - CHICAGO, ILLINOIS 60611 • 312/943-2300

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

April 30 - May 4, 1977

Date of Committee Meeting: May 1, 1977

Place of Committee Meeting: General Office

Present: Members - Carl F. Miller, Douglas Wasson
 Chairman - Jack P. Delf
 Staff members - Robert M. Detloff, Alonzo J. Bryan

1. Revocation of Charters

The committee reviewed information provided by the Staff relating to the proposed revocation of charters and the following twenty-five (25) charters are recommended to the Board for revocation:

<u>CLUB</u>	<u>ORGANIZATION DATE</u>
Gloucester, Massachusetts	July 16, 1945
Magnolia, Arkansas	June 3, 1948
** South Vancouver, British Columbia	August 18, 1949
Simsbury, Connecticut	May 13, 1957
Bay City Ki-West, Michigan	April 20, 1959
Willingboro, New Jersey	July 6, 1959
Walled Lake, Michigan	March 17, 1960
Pleasant Ridge, Michigan	December 28, 1967
Corpus Christi-Riverside, Texas	September 25, 1969
The Saint John Valley, Madawaska, Maine	April 7, 1970
Grand Prairie, Texas	September 23, 1970
Lawton, Great Plains, Oklahoma	September 30, 1970
Black Jack, Missouri	November 24, 1970
Norman, The Big Red, Oklahoma	January 19, 1971
Austin-Town Lake, Texas	March 22, 1972
Cambria, California	August 18, 1972
Franklin, Massachusetts	September 20, 1972
Windsor, Vermont	December 4, 1972
Jacksonville-Cherokee, Texas	February 27, 1973
* Northwestern-Detroit, Michigan	September 27, 1973
Haskell, Oklahoma	September 27, 1973
Charleston, Arkansas	March 6, 1975
Grand Lake, Oklahoma	April 17, 1975
Vidor, Texas	May 6, 1975
Kershaw, South Carolina	November 3, 1975

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

Recommendation #1:

The committee recommends that the charters of the 25 listed clubs be revoked.

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

A preliminary examination of the ratio of charter revocation to new club growth has been conducted. It is noted that the percentage is very close to the membership deletion factor.

Based on a comparison of five-year periods between 1920 and 1965, the percentage rate of revoked charters against the growth through new clubs is 19.3%.

Using the five year period 1969 through 1974, the era of the outstanding records being established through new Kiwanis clubs being organized, the percentage rate of revoked charters as against new club growth dropped to 17.4%.

In our contacts, there are times when we hear comments that the rapid growth through new clubs could bring about an increased number of charters being revoked. The percentages do not bear out this contention; in fact, the proportion percentage-wise is less.

Information similar to the above will be prepared on each district and will be made available to the Governors-elect when they meet in Dallas.

2. New Club Building Statistics

The Committee was pleased to note that 192 new Kiwanis clubs have been organized and that this is two ahead of the record pace set in 1975-76. Special effort is being made to have at least one new club in every district by the end of May.

All indications are that 1976-77 will be another record-breaking year and that the goal of President Stan of 410 new Kiwanis clubs will be exceeded.

3. New Club Building Promotion 1976-77

Complying with the directive of this Board a listing was prepared for each of the districts of the United States and Canada of all communities with a population of 2,000 or more and designating current Kiwanis, Rotary, and Lions clubs and meeting times. The mailing was completed by March 23, 1977.

Recently, a survey was mailed to all Governors and District Chairmen on New Club Building to determine if this listing was being put to good use. Though, of the answers received, the list was well accepted and will be used by districts that already have not developed such a listing of their own, it is also evident that district governors who have made up their minds against new club building also reflect this attitude in their respective replies.

A letter is to be forwarded to all Governors requesting that the listing be updated within the district and returned to the General Office so that information might be as accurate and current as possible. Lieutenant Governors are to receive a copy of this letter and will be requested to cooperate with the Governors in updating this information as it relates to their divisions. The updated lists will then be retyped and forwarded to the 1977-78 district leadership.

At the request of the Committee, President Stan is to make a personal contact with the districts that are not up to schedule at this time. It is suggested that the Counselors follow this up in about two weeks so as to urge the completion prior to the Dallas Convention of all new clubs now being worked on.

4. New Club Building Promotion 1977-78

The promotional plans as set up by the International Chairmen on New Club Building for the 1977-78 administrative year were reviewed and approved.

A request was received for approval of a special envelope for new club building promotion. Suggestions for design were offered and the request approved. It was further suggested that a logo be made from the design to be used on the envelope and incorporated on the stationery used for promotional releases during the year.

Fellow Board Members, while this report may be short in content we want to assure you that serious discussion was held on many phases of new club building and the most appropriate ways of promotion both for the remainder of this administrative year and for the year that lies ahead.

I move that this report be adopted.

Respectfully submitted,

CARL F. MILLER

DOUGLAS WASSON

JACK P. DELF, Chairman

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

April 30 - May 4, 1977

Date of Committee Meeting: Monday, May 2, 1977

Place of Committee Meeting: General Office

Present: Members - Paul Chandler, Steve Hart, Egon Kuzmany
Chairman - Ted R. Osborn
Staff Members - R.P. Merridew, L. A. Hapgood, Alonzo J. Bryan,
R. Detloff

I. Extension into new areas or countries: The committee reviewed a request from Governor Bjarni Magnusson of the Iceland District for financial assistance for organizing clubs in the Faroe Islands. In recognition of the large expenditures of this district in support of its good internal growth and the proximity of these islands to Iceland the committee suggests:

Recommendation #1:

The committee recommends that a special representative from the Iceland District be appointed to organize clubs in the Faroe Islands and that Kiwanis International cover his expenses up to \$1,200 upon receipt of vouchers for these expenses, with the understanding that this should not be construed as setting a precedent.

I move that recommendation #1 be approved.

(adopted)

Possibilities for extension into India were then considered. The Extension Department has developed prospects for clubs in six cities. The committee discussed current difficulties in getting funds out of India, but in light of the fact that the extension will be handled by volunteers at minimal expenses to Kiwanis and that the improved political situation gives rise to hope that dues will eventually be able to be sent to the General Office, the committee recommends:

Recommendation #2:

The committee recommends that extension into India be approved.

I move that recommendation #2 be approved.

(adopted)

II. Report on Bob Detloff's trip to West Africa: The committee heard a report by Bob Detloff concerning his recent field trip to Africa. He reported that the Kano and Lagos Clubs are very good clubs. In Nigeria he organized clubs in Owo and Akure, cities of about 40,000 population. In three days time he was able to bring into organization the Kiwanis Club of Accra, Ghana, with 26 members. Letters have been received indicating that this club is adding more members and is already functioning well.

In one day, he contacted enough men to make a beginning of a Kiwanis Club in Monrovia, Liberia. Since his return this club has been organized with 36 members and also reports continued growth.

Bob states that Kiwanis is well received in Africa and that he sees very good potential for future rapid growth.

The committee strongly commends Bob Detloff for his outstanding achievement in Africa and also for the competent and efficient handling of his duties as Manager of Extension.

III. Kiwanis Club of Paramaribo, Surinam's affiliation to the E.C.&C. District:

The committee noted the minutes of the January 16, 1977 meeting of the E.C. & C. Board which indicated the acceptance of the Paramaribo Surinam Club into Division 25 of the District. The Paramaribo Club had previously requested such affiliation. The committee, therefore recommends:

Recommendation #3:

The committee recommends that the Paramaribo Club be attached to the E.C.&C. District.

I move that recommendation #3 be approved.

(adopted)

IV. Kiwanis Sponsored Youth Organization in Europe Called "Junior Circle":

Committee member Egon Kuzmany then discussed the concerns of Kiwanis International-Europe regarding Junior Circle. Kiwanis International-Europe leadership had requested the General Office to prepare suggested District Bylaws for Junior Circle, which have just been completed. The committee concurred that these suggested Bylaws or any action by the Kiwanis International Board regarding Junior Circle should be deferred until the Kiwanis International-Europe Board has had an opportunity to review and make their recommendation on the suggested bylaws.

V. New Club production of Latin America and South Pacific field service representatives:

The committee reviewed the new club production of Pacific Field Service Representative Neville Roennfeldt. Taking into consideration his poor production, 2 clubs since October 1, 1975, his extremely high expenses, his exclusion from the New Zealand District by its leadership, and his unwillingness to accept direction, the committee recommends:

Recommendation #4:

The committee recommends that the action taken by Secretary Merridew in terminating the employment of Neville Roennfeldt be ratified and confirmed, ratification being effective immediately.

I move that recommendation #4 be adopted.

(adopted)

The committee reviewed the new club building record of Latin American Field Service Representative Ray Jeanes. His record of 17 new clubs organized in some three years was considered inadequate. However, staff indicates that there is hope that with closer supervision his record will improve. The committee directed staff to inform him of its very deep concern and suggests that his record be reviewed at the Board's next meeting.

At the suggestion of the Laws and Policy Committee the committee next reviewed the Policies in regard to the World Secretariat. Since the World Secretariat has been discontinued by the Board action on the seating of the European representative on the Board, the committee approved:

Recommendation #5:

The committee recommends that all policies and references to the World Secretariat be deleted from the Policies and that this be referred to the Laws and Policies Committee for removal from Policy Guides.

I move that recommendation #5 be adopted.

(adopted)

The committee also noted the frequent referral to the "European Federation" in Overseas Extension Policies. Since the correct name of this administrative unit is Kiwanis International-Europe, the committee recommends:

Recommendation #6:

The committee recommends that "Kiwanis International-Europe" be used throughout Overseas Extension Policies instead of "European Federation" and that this be referred to Laws and Policies to be placed properly in Policy Guides for Overseas extension.

I move that recommendation #6 be adopted.

(adopted)

The committee next reviewed tentative schedules for President Stan Schneider's trip to the Far East and President-elect Maurice Gladman's trip to the South Pacific.

Egon Kuzmany reported that the reaction of the Kiwanis International-Europe President-elect, governors-elect, and the Kiwanis International-Europe administrator regarding the recently completed governors-elect conference was 100% positive. He stated that they appreciated all arrangements and were very grateful. He mentioned that the conference was beyond everyone's expectations.

The committee reviewed briefly a problem in the Philippine Luzon District regarding a new club to which the Governor refuses to give his approval for organization. The committee concurred with the extension department's refusal to recognize the club.

The committee then turned its attention to the Kiwanis International-Europe dues proposal. The committee, working in conjunction with staff, has prepared a statement in response to the proposal of Kiwanis International-Europe which is attached as Exhibit A.

Recommendation #7:

The committee recommends that the statement "The Relationship between Kiwanis International-Europe and Kiwanis International, : attached as Exhibit "A," be approved and presented to the Kiwanis International-Europe Board at its next meeting in London.

I move that recommendation #7 be approved.

I move this report be received.

Respectfully submitted,

PAUL CHANDLER

STEVE HART

EGON KUZMANY

TED R. OSBORN, Chairman

THE RELATIONSHIP BETWEEN KIWANIS INTERNATIONAL-EUROPE AND KIWANIS INTERNATIONAL

At the time of the February Board meeting of Kiwanis International-Europe, a Working Paper prepared by the Kiwanis International Board was fully discussed. At that time the Kiwanis International-Europe Board noted that the Kiwanis International Board intended to continue its study and the Kiwanis International-Europe Board also indicated that it, too, would continue to give its attention to the matter of the over-all relationships.

The Kiwanis International Board has developed the following statements to be used in the continuing joint discussion and review of the final draft of the Kiwanis International-Europe proposal as to how best to set up new procedures, making it possible for Kiwanis International to provide the similar service to Kiwanians in Europe as are provided to Kiwanians worldwide. Such plans can only be made when Kiwanians in clubs in Kiwanis International-Europe pay the same International dues as every other Kiwanian worldwide. Those plans also will have an effect upon the operation of the Zurich office. Everyone agreed that it would be appropriate for Kiwanis International-Europe members to begin paying international dues so that Kiwanis International could begin to provide needed additional service to Kiwanis International-Europe. (See attached list of said services.)

Since the Zurich office is presently registered as the Kiwanis International-Europe office, subject to Swiss laws and regulations, there seemed to be no objection to the office and its contents being considered to be the property of Kiwanis International-Europe; this in no way would limit the ability of Kiwanis International to use that facility, not only to provide service to the leadership of Kiwanis International-Europe but also to service areas outside Kiwanis International-Europe.

There was complete agreement that Kiwanis International-Europe in its present form provides an excellent means of serving the districts of Kiwanis International-Europe and, at the same time, preserving the European culture, traditions and way of living. This would not limit in any way the preservation and furtherance of the Kiwanis ideals as spelled out in the six permanent Objects.

It was generally agreed that every member of Kiwanis International-Europe should pay the same annual international dues (as fixed by the House of Delegates at the annual Kiwanis International Conventions) to Kiwanis International as every other Kiwanian worldwide. This would qualify Kiwanis International-Europe, its Kiwanis International-Europe Board, districts, divisions, clubs and members to receive similar service to that given comparable Kiwanis bodies throughout the world.

The new procedures at the Zurich office would envision mutual access between Kiwanis International and Kiwanis International-Europe to all documentation and files maintained in that office. Areas of service to Kiwanis International-Europe members which would continue to be the prime responsibility of Kiwanis International-Europe would include: coordination of development and activity within Kiwanis International-Europe; cooperation with Kiwanis International to assure that adequate service be provided for European Kiwanians; Kiwanis International-Europe training of officers below district governors; Kiwanis International-Europe information; representation of Kiwanis International-Europe within the governing body of Kiwanis International; and of course, generally required Kiwanis International-Europe services for the proper conduct of the business of Kiwanis International-Europe.

In order to properly represent the specific interests of Kiwanis International-Europe in all of the above, certain procedures should be implemented. Certainly the presence of a European Kiwanian on the Kiwanis International Board is very helpful in this regard. Kiwanis International will assign to Kiwanis International-Europe a counselor who may or may not be the European member of the Kiwanis International Board to announce and explain new services, administrative procedures, and printed material as well as existing policies, such new elements and changes should be carefully planned and checked in advance with Kiwanis International-Europe Board in order to achieve the best possible results from them .

It would certainly be the aim of Kiwanis International, in operating within the Zurich office, to do so in complete accordance with pertinent Swiss laws and regulations. Kiwanis International would have executive authority in all matters pertaining to Kiwanis International service to Kiwanis International-Europe as well as to Kiwanis areas outside Kiwanis International-Europe provided that this would in no way interfere with or negate the execution of instructions from Kiwanis International-Europe leadership on matters strictly related to Kiwanis International-Europe.

The most appropriate method of financing these new procedures would continue to place the responsibility for collecting all dues and fees (required by action of the Kiwanis International Conventions and the Kiwanis International-Europe Conventions) upon Kiwanis International-Europe. Kiwanis International-Europe would then allocate to the budget of Kiwanis International the international dues (currently totaling U.S. \$6.00 per member, including the \$1.00 for international extension); processing fees for members; charter fees for clubs; and the gross income from the sale of supplies items. This would then indicate that the revenue of Kiwanis International-Europe would consist of those funds remaining after the indicated monies were credited to Kiwanis International.

The expense budget of Kiwanis International-Europe would include: all direct expenses incurred in providing the indicated services of Kiwanis International-Europe to its own clubs; travel expenses of the European Council and the Board of Trustees of Kiwanis International-Europe as required; and Kiwanis International-Europe's share of the salaries and social contributions of the Zurich office. That share would be determined by the amount of time used by the Kiwanis International-Europe Secretary and office staff to accomplish those services which are to be provided by Kiwanis International-Europe for its own members, including the Kiwanis International-Europe News. Kiwanis International-Europe shall also be responsible for a corresponding percentage of the total Zurich office rent. These figures will be adjusted annually based on actual experience.

In constructing the budget of Kiwanis International related to the Zurich Office, all items of expense will be covered except those specifically allocated to Kiwanis International-Europe. The Kiwanis International-Europe budget will be balanced so as not to exceed the Kiwanis International-Europe dues. In the event that Kiwanis International originates projects or procedures which have an adverse effect on the cash flow related to the Kiwanis International-Europe budget, Kiwanis International will provide the additional funds to cover the excess of expense over income. Should there be an excess of income over expense, Kiwanis International will control the disposition of such excess. The same budgetary diligence will be applied by Kiwanis International as is done throughout the Kiwanis world.

Kiwanis International-Europe, as the owner of record of the Zurich office, will provide for all future equipment, as necessary, for services to be rendered by both Kiwanis International and Kiwanis International-Europe. However, should Kiwanis International require special equipment that would exceed Kiwanis International-Europe ability to finance its purchase, Kiwanis International would be prepared to lend the necessary

funds to Kiwanis International-Europe without any charge for interest, with payments to be arranged by mutual agreement. If such equipment should be sold, by mutual agreement, Kiwanis International would receive the proceeds of the sale and write off any balance which may exist at that time.

In order to allow sufficient time for the implementation of these procedures the effective date of October 1, 1978 seemed to be ideal. In the event that these procedures find favor with all concerned, it is suggested that they be described in the official minutes of both Kiwanis International and Kiwanis International-Europe so that there would be no question about their validity.

A LISTING AND GENERAL DEFINITION OF KIWANIS INTERNATIONAL RESPONSIBILITIES
IN PROVIDING THE SIMILAR SERVICES TO KIWANIANS IN KIWANIS INTERNATIONAL-
EUROPE AS ARE PROVIDED TO KIWANIANS WORLDWIDE BASED UPON ESTABLISHED BUDGETS

1. Leadership Education of incoming Governors

All costs related to this educational conference would be paid for by Kiwanis International. All materials related to this conference would be provided, including personal manuals and sample materials related to the educational conferences which lieutenant governors would hold for their club officers and materials for club presidents to use in preparing for their year.

2. Materials for leadership education for lieutenant governors and club presidents mentioned above as samples for the governors would be provided in the necessary quantities for all to use in their various leadership capacities. Existing Kiwanis International-Europe materials for leadership education will be utilized along with new materials as it is developed. All such material will be approved by Kiwanis International-Europe.

3. Reporting forms

Standard Contact and Evaluation forms for use of the lieutenant governors and monthly club reports both as desired by Kiwanis International-Europe.

4. New Club Building:

- A. Support materials and Field Service support will be provided.
- B. Standard procedures used in regard to presentation of charters.

5. Membership development material, including awards for sponsorship of new members in established clubs.
6. Distinguished award program for governors, lieutenant governors and club presidents including the actual awards to be presented.
7. International Bulletin for Kiwanis Officers.
8. Achievement awards for clubs and districts.
9. Club service bulletins as they relate to club activity interests.
10. Life Member Status available.
11. Translation of materials as agreed upon.
12. Unification of membership control as such becomes feasible, including listing of members on the General Office computer.

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

April 30 - May 4, 1977

Date of Committee Meeting: May 2, 1977

Place of Committee Meeting: General Office

Present: Members - Ralph C. Keyes, Carl F. Miller
Chairman - Merald T. Enstad
Staff Members - Gerald R. Jindra, A.G. Terry Shaffer

I. PROGRESS ON 1977-78 MAJOR EMPHASIS PROGRAM MATERIALS

The Committee reviewed the progress in the production of materials relating to the 1977-78 Major Emphasis Program and expressed its approval of the structuring of the program. The SAFEGUARD AGAINST CRIME - II brochure will be distributed in Dallas, at district conventions, and included in the President's Leadership Education Packet. A slide and cassette package, based upon the President-designate's Presentation of the 1977-78 Theme, Objectives, and Major Emphasis Program in Dallas, will also be produced. The SAFEGUARD AGAINST CRIME - II Project Guide and other support materials are proceeding on schedule. The Committee reviewed the 1977-78 Theme Folder and feels it is excellent.

The Committee reviewed a preliminary draft of a proposed CRIME AWARENESS QUOTIENT ("CAQ") program, based upon the "Citizenship Quotient" program of several years ago. The basic objective of this effort will be to increase, through the local Kiwanis club, the awareness of the citizen to incidences and hazards of crime in his community. Special materials will be developed to reflect the new dimension of the SAFEGUARD AGAINST CRIME Program for 1977-78 - an emphasis upon youth. The Committee feels that this "CAQ" program will lend itself of a cooperative effort on the part of other organizations on a local level. Staff was requested to finalize materials related to "CAQ" for the Committee's review at the Dallas Convention.

The Committee was favorably impressed by the possibility of establishing a program whereby local Kiwanis clubs could tangibly recognize youth who become personally involved in helping others who are in danger of, or victims of, crime. The Program Development staff was requested to work with the Public Relations Department in formulating details of this program.

II. THE CURRENT MAJOR EMPHASIS PROGRAM - A STATUS REPORT

The Committee reviewed the status of the current SAFEGUARD AGAINST CRIME Major Emphasis Program and feels that more and more clubs are becoming significantly involved.

The Committee studied details of a proposal for local recognition of individual law enforcement officers, police departments, and persons oriented toward law enforcement (such as judges, attorneys, parole officers, prison officials). An award would be presented for community relations efforts aimed at stopping crime at its source, teaching people to regard the police as friends and protectors rather than enemies and symbols of personal restriction, and teaching citizens to protect themselves against crimes to person and property. The proposal was approved in concept, and staff was

requested to proceed and include this program in the Major Emphasis Program effort.

III. SAVE-A-LIFE BULLETIN

The Committee reviewed the new 'Save-A-Life' bulletin prepared at the request of this Committee at its February meeting. Although the "Save-A-Life" program received praise from the Committee, it was felt that any information disseminated from the General Office should contain a clearly identifiable statement regarding liability and safeguards.

Recommendation #1:

The Committee recommends that the support bulletin on the "Save-A-Life" program contain the following statement:
"CAUTION: Any club(s) undertaking the 'Save-A-Life' program must have qualified personnel present during blood pressure testing. Further, clubs must recognize that coverage under the Kiwanis International General Liability Insurance may not necessarily apply to claims arising from this activity."

I move that recommendation 1 be adopted.
(adopted)

IV. LAW ENFORCEMENT CAREER CAMP

The Committee was impressed with the activities and success of the Law Enforcement Career Camp program as presently conducted in the Indiana and Michigan districts. The Committee believes that the results thus far indicate that this type of program has great potential for expansion. A support bulletin prepared by staff was also reviewed.

Recommendation #2:

The Committee recommends that material related to this activity, which is supportive of the 1977-78 Major Emphasis Program, be actively promoted.

I move that recommendation 2 be adopted.
(adopted)

V. BUILDERS CLUBS

It was the opinion of the Committee that if the annual sponsorship fee billing and record-keeping processes for Builders Clubs were automated, staff would have additional time for overall program planning and promotion.

Recommendation #3:

The Committee recommends that a study be made by the Data Processing Department, with report to be presented to the Board of Trustees on the feasibility of including Builders Club sponsorship information in our computer systems. Such programming should have the capability of billing, on a semi-annual basis, such fees as would be established by the Board of Trustees, and should have the capability of producing mailing lists and other pertinent information.

I move that recommendation 3 be adopted.
(adopted)

VI. KEYWANETTES DISTRICT STRUCTURE PROPOSAL FROM TEXAS-OKLAHOMA DISTRICT

At the request of the governor of the Texas-Oklahoma District, the application to organize a Keywanettes district structure in Texas-Oklahoma has been returned to him for clarification.

VII. RADIO ANNOUNCEMENTS DESCRIBING AUTOMOBILES RECENTLY STOLEN (R.A.D.A.R.S.)

The Committee was informed of a program in the Tucson, Arizona area wherein a telephone "hotline" system is installed between local radio stations and the local police station(s). When a stolen auto is reported to the police, each of the participating radio stations receives complete information on the stolen auto, and this information is broadcast. It was reported that car thefts in the Tucson area have decreased in the past year as a result of this program and that recoveries of stolen vehicles have increased substantially. Staff was requested to obtain information regarding this program and to investigate its potential usage in conjunction with the current and the 1977-78 Major Emphasis Programs.

VIII. MAZER CORPORATION PROPOSAL

The Committee was informed of a staff study of a proposal from the Mazer Corporation to produce a book for elementary school teachers and students, kindergarten through third grades. The objective of the book would be to teach children how they can help to prevent and/or avoid crime. It would contain spirit duplicating masters and a teacher's guide. Staff inquiries to national organizations of elementary school principals and teachers have brought enthusiastic responses. Staff will keep the Committee informed on additional progress of this proposal.

IX. HUGH O'BRIAN YOUTH FOUNDATION SEMINAR

The Committee reviewed the printed program from the Hugh O'Brian Youth Foundation Seminar, held April 16-23 in Chicago. Outstanding sophomores from several countries are chosen to attend the Seminar through a selection process based upon nominations from local principals. The 1977 Seminar was dedicated to "The American Incentive System" and provided attendees an opportunity to gain insight into the private enterprise system and the other systems which complement it.

The General Office currently sends a personal letter to each Seminar attendee. A personal letter is also mailed to the president of the Kiwanis club in that student's community (or area) asking him to recognize that student in some way. All letters are signed by the President of Kiwanis International. In August, each club president receives a letter asking him to contact the high school principal in his community and urge that individual to submit a nomination form.

The Committee concluded that Kiwanis International, through its Program Development Department, should continue cooperation with the Hugh O'Brian Foundation in the ways described above.

Respectfully submitted,

RALPH C. KEYES

CARL F. MILLER

MERALD T. ENSTAD, Chairman

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

APRIL 30 - MAY 4, 1977

Date of Committee Meeting: May 2, 1977

Place of Committee Meeting: General Office

Present: Members - E. B. McKittrick, Drew Petersen, M.D.

Chairman - Dwight F. Gallivan

Staff Members - Richard A. Misch
Frank J. Schwerthoffer

SUPPLIES

The Committee reviewed the flyer which is to be mailed to the men who have recently joined Kiwanis. The flyer will be mailed along with a Proposal for Membership card to encourage the new member to ask a friend to join Kiwanis. The flyer has been printed in four colors and starts with a welcome letter from President Stan.

A number of new supplies items were presented for consideration, among them were the following:

A new Tie Tac and new charm with necklace. These two items were well received and are to be considered for use in the 1977-78 catalog.

A scratch pad with photographs on four edges. This pad consists of 700 sheets of paper and would have the Kiwanis emblem imprinted on the edge.

The Board Committee reviewed a copy of the financial statement for the Supplies operation for the month of March and the six-month period ended March 31, 1977. The committee commented on the success of the Supplies Department in the first half of this 1976-77 Administrative Year. Sales amounted to \$704,000 compared to \$648,000 at this same time last year. The gross profit on the sales of supplies amounted to \$370,000 or approximately \$72,000 more than at this same time last year. The committee received a report that the planned sales promotions for the remainder of this administrative year hopefully will be able to increase our volume, and ultimately arrive at a sales figure in excess of \$1,500,000 by next September 30.

The Board Committee has agreed with recommendation of the Finance Committee that our budget for gross profit on the supplies sales be \$585,000, with an anticipated net profit of \$160,000.

PROPERTY

The Board Committee reviewed the operating statement for the General Office for the month of April, 1977. The committee noted that at the present time we were slightly in excess of budgetary limits due to increased wage cost of janitorial help. The committee also discussed the extremely tight nature of the budget that we are presently working with and projected salary increases for the custodial care of the building. The committee was informed that wage increases effective March 29, 1977 went into effect, and would be increasing over the next three administrative years for janitorial help. The committee directed that the staff present a revised budget for the next administrative year for submission to the Finance Committee.

The committee toured the General Office property noting any minor refurbishing work that was anticipated, and commented on the excellent appearance of the entire building throughout. The committee wishes to thank the building engineer, Stanley Matuszkiewicz, for his continued dedication to the maintenance of the General Office property.

I move this report be received.

Respectfully submitted,

E. B. MC KITRICK

DREW PETERSEN, M.D.

DWIGHT F. GALLIVAN, Chairman

REPORT OF THE BOARD COMMITTEE ON PUBLICATIONS
AND ADVERTISING TO THE MEETING OF THE
INTERNATIONAL BOARD OF TRUSTEES

April 30 - May 3, 1977

Date of Committee Meeting: May 3, 1977

Place of Committee Meeting: General Office

Present: Members - Egon Kuzmany, Douglas Wasson
Chairman - Ralph C. Keyes
Staff - R. P. Merridew, Nick G. Geannopoulos, David Williams,
Burton Harris, Jane Bushwaller, Betty Nakanishi,
Mike Wujcik, Scott Pemberton, John Mars

Audio-Visual Presentation

The meeting began with a review of the audio-visual presentation made to the Governors-Elect at the 1977 Training Conference, and a discussion of possible future uses of the material. Staff reported that a package consisting of seventy-four slides, a cued tape, and instructions could be prepared for a total cost of \$8.86 (including postage) to be charged to the Magazine's readership/promotion/research budget. The material could be used in membership training, lieutenant governor visits, district conventions, and, when desired, for individual club meetings.

Recommendation #1:

The Committee recommends that staff prepare and make available for distribution to and through District Governors one hundred copies of the audio-visual presentation on Kiwanis Magazine.

I move that recommendation #1 be adopted.

(adopted)

The Committee considered various ways to promote magazine subscriptions, especially but not limited to schools, libraries, hospitals, and guest speakers. The staff was instructed to devise methods of notice of expirations to gift subscribers, encouraging renewal.

Recommendation #2:

The Committee recommends that staff prepare a circular listing suggested ways that clubs can circulate the Magazine in their communities.

I move that recommendation #2 be adopted.

(adopted)

Finance

The Committee reviewed the mid-year financial statement for the 1976-77 administrative year. Staff noted that advertising revenue has declined about \$25,000 this year and postage rate increases taking effect this July and again in July 1978 will result in additional mailing costs of 44 percent. Because of these conditions staff has been compelled to limit the size of the three remaining 1976-77 issues to 48 pages and is planning only one 1977-78 issue of 56 pages, to be devoted to the promotion of the International Convention.

The Committee reports that the staff is fully cognizant of its duty to this Board to maintain the high quality of the Magazine, even under the difficult financial conditions now present.

Recommendation #3:

The Committee, mandated by Kiwanis Board Policy to maintain quality of the International Magazine, recommends that the Board direct the Board Committee on Finance to explore methods of providing additional revenue for the Magazine in the 1978-79 Administrative Year and thereafter.

I move that recommendation #3 be adopted.
(adopted)

Editorial

Staff reported that Magazine support of the Safeguard Against Crime Major Emphasis Program is continuing, with a special section in the June-July 1977 issue on the criminal justice system. Another future article will discuss crime victims' rights. Other upcoming articles include a discussion of family life to coincide with Family Day; a look at the Kiwanis International Foundation Hearing Research Project; an article on the growing impact of spokesmen for spiritual aims on public decisions; and a special issue about economic influences on the lives of people around the world. The staff is also using stories of club activities throughout the Kiwanis world to the fullest extent permitted by the limitations of space and money.

The Committee reviewed proposed "Guidelines for Selection of Kiwanis-Related Magazine Content" (a copy of which is attached).

Recommendation #4:

The Committee recommends that the Board Committee on Laws and Policies adapt the suggested "Guidelines for Selection of Kiwanis-Related Magazine Content" for inclusion in the Board Policies on Kiwanis Magazine.

I move that recommendation #4 be adopted.
(adopted)

Advertising

Year-end advertising revenue for 1976-77 is projected to be down approximately 10 percent from last year (\$20,000). The advertising sales representative for the East Coast has proved unsatisfactory and has been dismissed. Efforts to secure a productive successor have resulted in the appointment of the firm of Beardslea & Zirkle as new East Coast sales representatives. Their staff is in the General Office today for orientation. The West Coast representative has also proved unproductive, and a successor is being sought. The staff advertising manager is handling the territory between the East and West Coasts in order to stimulate increased revenue from advertising.

The staff will prepare and distribute material encouraging and challenging individual Kiwanians who have contacts with acceptable advertisers to "open the doors" of those contacts to staff salesmen.

Overseas Distribution

The present method of surface delivery of Kiwanis Magazine to the 300 clubs in Europe is slow and unsatisfactory. Staff has investigated methods of speeding up the distribution and reports that KLM Royal Dutch Airlines, at the rate of approximately 50 cents per copy, will air freight the Magazine to Europe and pay European postage. This method will cut delivery time from ten to twelve weeks down to two weeks.

Recommendation #5:

The Committee recommends the adoption of the delivery of the Magazine to European subscribers by air freight and that the means of payment be devised by the Finance Committee.

I move that recommendation #5 be adopted.

(adopted)

Miscellaneous

Staff reported on the results of the 1977 Magazine Week promotion, noting that 1,025 Magazine Week Kits were requested by clubs. This exceeds the previous totals of 625 in 1974, 850 in 1975, and 925 in 1976, and indicates growing reader interest and support in this promotion.

The Committee was most pleased to receive the report that the March 1976 issue of Kiwanis Magazine was awarded top honors for color photography covers in the 1977 Society of Publication Designers show in New York City from among 4,000 entrants in all categories, and received the Distinguished Achievement Award in the Chicago '77 show from among 2,000 competitors, including entrants in this category by Chicago magazine, the Chicago Tribune Magazine, Playboy, and Rotarian.

The Committee was not only pleased but proud of this accomplishment by the staff and is most happy to report it to the Board.

Staff reported that, in keeping with the Board Policy of reviewing the printing contract of the magazine every three years, specifications are now being prepared and bids from printers will be requested by the end of May. This process is of special importance in light of the continuing increases in the cost of paper and printing over the past several years. Bids will be opened in late July, and the staff will report to the Board Committee at the Fall meeting.

Staff also reported that in-house supplies advertising rates have been increased. The supplies department will now pay \$1000 per black and white page, and \$1400 per 4-color page.

I move that this report be received.

Respectfully submitted,

EGON KUZMANY

DOUGLAS WASSON

RALPH C. KEYES, Chairman

PROPOSED GUIDELINES FOR SELECTION OF KIWANIS-RELATED MAGAZINE CONTENT

LETTERS

Letters selected for publication in the magazine must relate to subject matter published in a recent issue. Letters that suggest changes in Kiwanis programs or that do not reflect current Kiwanis policy as established by the House of Delegates or Board of Trustees will be referred to the appropriate officers or committees for consideration. Letters are selected for their information value and reader interest, and publication does not imply Kiwanis endorsement of any view expressed. All letters may be edited for brevity and taste and when several letters express a similar view, a representative example may be selected for actual publication.

KIWANIS SCENE

News: News, announcements, and reports in the Scene section are limited to International-level programs, actions, and administration, unless specially authorized by the Editor (International Secretary) in consultation with appropriate officers.

Featurettes: Club, division, or district activities may be selected for publication when they serve as examples of how International goals in new club building, membership development, and similar administrative areas are being achieved.

A new club's organization and 25th anniversaries and each five-year interval following will be published in list form, but club or district observances, resolutions, speakers, etc., cannot be recognized except for note of unusual achievements in membership, attendance, inter-clubbing, etc., in "Can You Top This."

Obituaries: Upon the death of a Past International President a one-page report on his life and achievements will be published. A brief report will be published for those who have served as district governor or as International Board members. Notice will also be published of the death of the wife of a Board member if within one year of his service.

PROFILES

Individual Kiwanians are selected for stories on the Profile page for activities reflecting community or professional leadership, the service goals and Objects of Kiwanis, or unusual vocational or avocational interests. Current district governors, International committee members, International Board members, and those known to be seeking International office are excluded.

VIEWPOINT

Editorials are selected on topics of Kiwanis concern as reflected by official observances, service programs, and resolutions, and on topics of current public interest. Guest writers are selected for the office or professional position they hold related to the subject or their wide public recognition as an authority.

KIWANIS IN ACTION

Selection of reports for this department is not intended to provide recognition of achievement but to communicate project ideas and how those ideas can be successfully implemented. Selected stories should report completed service or fund-raising projects wholly sponsored by a club, division, or district or in which Kiwanis played a major role in cooperation with other organizations or agencies.

A project is defined as an activity in which Kiwanians have devoted time

and effort as working participants, not merely as endorsers or sponsors. The granting of funds or the presentation of plaques or other recognition is not accepted as "Kiwanis In Action" material.

Priority is given to project ideas and areas of service for which similar articles have not been recently published, and of these, priority is given to clubs that have not had other projects recently reported.

These criteria also apply to Kiwanis service or fund-raising projects that are published as feature articles.

REPORT OF THE BOARD COMMITTEE ON PUBLIC RELATIONS
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

APRIL 30 - MAY 4, 1977

Date of Committee Meeting: May 1, 1977
 Place of Committee Meeting: Kiwanis International Building
 Chicago, Illinois
 Present: Members - Drew M. Petersen, M.D., C.E. "Pete" Thurston, Jr.
 Chairman - Carl F. Miller
 Staff Member - John L. McGehee

Departmental Activity:

1. Distribution of convention promotional material to district bulletins has now been completed. A proposed speech has been prepared and sent to all lieutenant governors of the Texas-Oklahoma District for their use in promoting attendance during club visits. A similar speech with emphasis on the attractions of Dallas and Texas and the proximity to vacation spots, plus emphasis on the program itself, has been sent to lieutenant governors of all districts which at the current time have less than 70 percent of their quota registered. These are to be employed in the same way.
2. The department prepared a booklet of thumbnail sketches of each achievement winner in each category and each runner-up for distribution at the Dallas convention.
3. The judging of district bulletins has been completed and winners contacted privately. Winners will be honored at Dallas. Winners and runners-up are:

Gold Section (251 clubs or more)

Winner - California-Nevada-Hawaii

Runner-up - New York

Silver Section (201 to 250 clubs)

Winner - Missouri-Arkansas

Runner-up - Eastern Canada and the Caribbean

Orange Section (126 to 200 clubs)

Winner - Kentucky-Tennessee

Runner-up - Wisconsin-Upper Michigan

Blue Section (125 clubs or fewer)

Winner - Philippine South

Runner-up - Alabama

4. Promotional and resource material for the National Farm-City Council is almost all revised now, and Farm-City Newsletter #1 has been distributed. A graphic report on the 1976 observance of National Farm-City Week has also been prepared and distributed.

5. About 500 National Radio Month kits have been distributed to clubs ordering in advance. A few more will be distributed upon direct order this month . . May is National Radio Month.

The Committee feels that the television industry should be included in the annual month honoring broadcasters, even though the National Association of Broadcasters, who sponsor National Radio Month include radio only. The month could be called "National Broadcasters Month" so far as Kiwanis is concerned. Recognizing that Kiwanis is not doing a good in-house selling job on encouraging clubs to honor and thank broadcasters, it is felt that clubs should be urged to build programs around radio and television. These could be good "door-openers" to clubs seeking TV and radio support for Kiwanis activities.

The Committee has asked staff to work toward broadening the base of this project and to plan toward an intensified promotional campaign among clubs in the coming administrative year.

6. It was noted that excellent publicity is accruing to the Safeguard Against Crime program, and that good use is being made of the safety tips to homeowners check list distributed through a professional service to small daily and weekly newspapers.

7. A project to honor outstanding police officers or police forces in the field of community relations has been developed for consideration by the Board Committee on Program Development. This Committee considered the idea, agrees in principle, and will cooperate with program development in any way to promote the concept.

8. A total of 105 Kiwanians are currently serving in the U. S. House and Senate and 15 in the Canadian National Parliament. A release on this participation has been sent to all clubs for referral to local news media.

Robert P. Connelly Medal Nominations

The Committee considered Connelly Medal nominations received since the last meeting.

The first was for David Kozol, assisted by Richard Zucker and Kelly O'Connor, who rescued a couple trapped in a burning vehicle following a collision. The Committee feels there is insufficient evidence to support the nomination of Mr. Zucker and Mr. O'Connor and invites the nominating club to send further documentary evidence on their actions, if available.

Recommendation #1:

The Committee recommends that the Robert P. Connelly Medal be awarded to David Kozol for rescuing a couple trapped in a burning automobile following a collision.

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

The Committee next considered the nomination of Donald Wayne Finch who saved the lives of six of seven people trapped in an overturned car in a frozen creek.

Recommendation #2:

The Committee recommends that a Robert P. Connelly Medal be awarded to Donald Wayne Finch, who saved the lives of six of the seven people trapped in an overturned car in a frozen creek.

I move that recommendation #2 be adopted.
(adopted)

The Committee considered the nomination of Walter Reeves, who came upon an armed robbery in progress directed towards a teenage store clerk who was on the premises alone. In attempting to halt the robbery and disarm the individual, Reeves was shot three times.

Recommendation #3:

The Committee recommends that a Robert P. Connelly Medal be awarded to Walter Reeves who foiled a robbery attempt on a store and was shot three times during the struggle.

I move that recommendation #3 be adopted.
(adopted)

The Committee then considered the nomination of Russ Ewing who talked two armed bandits - who were holding two women hostage - into surrendering.

Recommendation #4:

The Committee recommends that a Robert P. Connelly Medal be awarded to Russ Ewing who talked two armed bandits - who were holding two women hostage - into surrendering.

I move that recommendation #4 be adopted.
(adopted)

The Committee also considered the nomination of Theodore Balentine who pulled a man to safety who had fallen onto the tracks in front of an onrushing train.

Recommendation #5:

The Committee recommends that a Robert P. Connelly Medal be awarded to Theodore Balentine who pulled a man to safety who had fallen onto the tracks in front of an onrushing train.

I move that recommendation #5 be adopted.
(adopted)

The Committee considered the nomination of William Painter and son, Jack Painter, who saved a man unconscious and surrounded by a prairie fire.

Recommendation #6:

The Committee recommends that a Robert P. Connelly Medal be awarded to William Painter who, with his son Jack, saved a man unconscious and surrounded by a prairie fire.

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

Recommendation #7:

The Committee recommends that a Robert P. Connelly Medal be awarded to Jack Painter who, with his father, William Painter, saved a man unconscious and surrounded by a prairie fire.

I move that recommendation #7 be adopted.
(adopted)

The Committee considered the nomination of Mark Cooper, aged 9, who saved the life of a five-year-old child who was riding his tricycle in the path of an oncoming car. Cooper was struck by the car himself as he knocked the child out of the way.

Recommendation #8:

The Committee recommends that a Robert P. Connelly Medal be awarded to Mark Cooper who saved the life of a child riding his tricycle in the path of an oncoming car.

I move that recommendation #8 be adopted.
(adopted)

The Committee considered the nominations of three men, Mickey Kelly, George Denti and Patrick McCroan of Fort Pierce, Florida who pulled a man from a wrecked and burning vehicle which had skidded broadside into a palm tree at a high rate of speed. The man, pinned inside, was on fire. He was dragged from the car, rolled over to extinguish the flames and saved from death.

Recommendation #9:

The Committee recommends that a Robert P. Connelly Medal be awarded to Mickey Kelly for participating in the rescue of a man trapped in a burning automobile.

I move that recommendation #9 be adopted.
(adopted)

Recommendation #10:

The Committee recommends that a Robert P. Connelly Medal be awarded to George Denti for participating in the rescue of a man trapped in a burning automobile.

I move that recommendation #10 be adopted.
(adopted)

Recommendation #11:

The Committee recommends that a Robert P. Connelly Medal be awarded to Patrick McCroan for participating in the rescue of a man trapped in a burning automobile.

I move that recommendation #11 be adopted.
(adopted)

The Committee next gave careful consideration to the nomination of a Robert P. Connelly Medal recipient to be given his medal on the stage of the Dallas convention. It was felt that Walter Reeves, whose nomination is submitted with this report, should be invited to accept the Connelly Medal at Dallas. The Committee also accepted with appreciation the offer of the Kiwanis International Foundation to pay the way of Mr. Reeves and one other person of his choice to and from the Dallas convention from Reeves' home near Mobile, Alabama.

Recommendation #12:

The Committee recommends that Walter Reeves of Theodore, Alabama be invited to accept his Robert P. Connelly Medal on the stage of the Dallas convention this June.

I move that recommendation #12 be adopted.
(adopted)

Dallas Press Luncheon

The Committee heard a report on plans for the Dallas Press Luncheon which will be held on May 19 to help build good will with Dallas news media looking toward the convention in June. The luncheon will be held on Thursday, May 19 at noon at the Dallas Press Club in the Baker Hotel. Thirty to forty Dallas-area newspeople are being invited by Al Mitchell of Dallas, who is PR counsel to the University of Texas at Dallas and is a member of the Kiwanis International Committee on Public Relations, working with Hal Copeland, PR counselor for the Dallas convention. Representing Kiwanis will be President Schneider, Trustees Miller and Sturch, General Convention Chairman Travis Sullivan, Mr. Mitchell, Mr. Copeland and Public Relations Director John McGehee. A detailed agenda for the meeting, together with proper "handouts" are currently being developed. A report on this activity will be made at the next meeting of the Board in Dallas.

Family Day

The Committee reviewed plans to revitalize and to tie in what has been known as "Family Reunion Day" to the Major Emphasis Program.

It has been determined that a change of name is needed to broaden the base of this activity, and the Committee agreed that it should be known as "Family Day." It was also agreed that the slogan "Family Responsibility - Strength of Nations" be adopted and used in this activity.

Art work for a slide to be distributed to clubs in cities having TV stations was reviewed. It is planned to have local Kiwanians request use of the slide with "voice-over" announcements during late July and early August to build interest in, and recognition of, this activity.

The promotional material kit for Family Day was reviewed, and accepted with the provision that all reference to "Family Reunion Day" be changed to read "Family Day" and that the theme slogan be changed to read "Family Responsibility - Strength of Nations." This material, together with a letter urging its use, will be sent to all clubs.

Institutional Promotion

In its last report to the Board the Committee indicated that an institutional promotion for Kiwanis would be prepared and submitted for Board approval. The basic concept of this activity would be to furnish material for use by radio and TV in public service time to increase recognition of Kiwanis in local communities. It is believed that such a program continued over a period of time will:

1. Produce added community support for Kiwanis projects.
2. Produce a higher level of recognition of Kiwanis as a visible community service organization.
3. Increase recognition of and interest in Kiwanis by individuals, which in turn will cause service minded men to desire to become Kiwanians.

The Committee reviewed proposed artwork and "voice-over" copy for TV use, and staff was requested to prepare copy similar in nature for radio use.

This is a new area of activity in building the Kiwanis image. Your Committee feels that such a direct effort will produce results far exceeding the minimal costs involved, and requests that sufficient funds be made available to permit this program to become a reality as soon as possible.

Recommendation #13:

It is recommended that funds in an amount not to exceed \$600 be provided to permit preparation of slides, scripts and promotional letters to clubs implementing this program.

I move that recommendation #13 be adopted.
(adopted and referred to Finance Committee.)

Annual Report Week

The Board Committee on Administration and Structure has requested consideration of an item by this Committee. The request was for reaction to a plan to encourage Kiwanis-wide participation in an "Annual Report Day" to be held the first weekend following October 15 annually, and envisioned dissemination of information on the clubs' service activities for the preceding year to the community through news media.

The Committee agrees with the concept, but believes some changes in implementation and date would be beneficial as follows:

1. The date should be changed to fall on the day of the last club meeting of the administrative year, thus allowing the president whose record is being reported to make the report while still in office.
2. The name of this activity should be "Annual Report Week."
3. Material promoting this activity should urge that it be the club program of the day, and that clubs should invite representatives of local news media to be their guests. Copies of the report in news release form should be prepared and disseminated promptly both to those in attendance and to any news media not attending, thus providing a report to both the club and to the community simultaneously.

It is to be noted that preparation for this program by the outgoing president will entail his gathering of the data needed for his annual report to Kiwanis International, thus making possible prompt submission following October 1.

Recommendation #14:

It is recommended that the last week in September be designated as Annual Report Week in Kiwanis International, and that all outgoing club presidents be urged to participate by providing a club program in that week in which the activities and achievements of the administrative year will be reported to the club and to the community.

I move that recommendation #14 be adopted.
(adopted)

Silver Bell Award

The Committee next considered art work and copy for banner patches for runners-up in the Silver Bell Public Relations contest. There would be patches in five colors, one color for each size category. Each would show the bell ringer drawing and the term "Runner-up - Silver Bell Competition," plus the emblem and the date. Cost of these will be quite low. . \$20.00 for the original screens and \$1.50 per patch as ordered. The Committee requested the staff to see if the size of the proposed patch, 5" x 6", could be reduced to 3" x 5". This will be done if possible.

Public Relations Handbook

The Committee reviewed the dummy and artwork for the revised Public Relations Handbook. The material will be on display for Board inspection. Two changes were suggested by the Committee; addition of President Schneider's suggestion that the current MEP be tied into interviews connected with visits of the International president; and addition of one of the pieces of art used in the institutional slide and one of the "This is your neighbor" spots on the blank back cover of the book.

Other Items

The Committee next discussed the appropriateness of requesting messages from the President of the United States and the Prime Minister of Canada to be read at International conventions or reprinted in the Convention Daily. It was felt that, because Kiwanis currently serves in 58 countries, this action is no longer appropriate and that a message from the head of state in the country in which the convention is being held should be the only one requested.

Recommendation #15:

The Committee recommends that, from this point on, the seeking of messages from heads of state addressed to Kiwanis International Conventions should be restricted to the head of state of that country in which the convention is being held.

I move that recommendation #15 be adopted.
(adopted)

The Committee considered a program through which young people could be recognized on the local level . . . who, by their activities, have demonstrated regard for the concepts of Safeguard Against Crime. A plaque should be developed for presentation by clubs to such young people as the club feels are qualified. The plaque would be a sales item at a modest price. The Committee further feels that this concept should be promoted with major emphasis material to encourage maximum club participation.

I move this report be received.

Respectfully,

DREW M. PETERSEN, M.D.

C. E. "PETE" THURSTON, JR.

CARL F. MILLER, Chairman

REPORT OF SPECIAL BOARD COMMITTEE ON FORWARD PLANNINGTO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEESApril 30-May 4, 1977

Date of Committee Meeting: May 2, 1977

Place of Committee Meeting: General Office

Present: Members - E. B. "Mac" McKitrick, Hilmar L. "Bill" Solberg
Chairman - Maurice Gladman
Staff Members - R. P. Merridew, L. A. Hapgood

Each of the items contained in the official agenda were discussed at length but the committee has no new developments to report at this time beyond those contained in the report given during the February meeting.

President Stan assigned the Kiwanis International Foundation's new "Sustaining Contributor Plan" to this committee, a copy of which is attached. We examined all aspects of it very carefully and have only one concern, not with the program itself but with the proposed method of promotion. It is indicated that the first letters requesting participation in the "Sustaining Contributor Plan" will be sent to those who are Life Fellows in the Foundation. It is the opinion of this committee that, since these men have already contributed \$100 in order to become Life Fellows, any request for annual contributions would take away from the significance of being Life Fellows. There should be no relationship whatsoever between Life Fellows and "Sustaining Contributors."

In our discussion of the Foundation we were unanimous in our feeling that every effort should be made to achieve a greater diversification of projects -- especially those with high public relations visibility potential. We understand that consideration is being given to paying the expenses of those sophomores in high school from foreign countries who are selected to participate in the Hugh O'Brian Youth Foundation's International Leadership Seminar. This year's topic was "America's Incentive System" and among the participants were thirteen young people from Brazil, England, France, Germany, Greece, Iran, Japan, Mexico, Norway, the Philippines, and Switzerland. Since most of these are Kiwanis countries the potential public relations value of the Foundation's covering these students' travel expenses would be tremendous. More international projects of this type are sorely needed by the Foundation and we urge the Foundation Board to search diligently for them.

Recommendation #1:

The Committee recommends that the approval of this Board be granted to the Kiwanis International Foundation for the purpose of soliciting support of Kiwanis members for the new "Sustaining Contributor Plan," provided only that promotional efforts not be directed solely toward Life Fellows of the Foundation.

I move that recommendation 1 be adopted.

I move this report be received.

Respectfully submitted.

E. B. "MAC" McKITRICK

HILMAR L. "BILL" SOLBERG

MAURICE GLADMAN, Chairman

Kiwanis International Foundation

SUSTAINING CONTRIBUTOR PLAN

Purpose:

To provide Kiwanians with the opportunity to voluntarily make an annual personal contribution to the Kiwanis International Foundation.

Plan:

The Sustaining Contributor plan, in the beginning, will be offered to Kiwanians in North America. Kiwanians will be asked to contribute \$10.00 to become a Sustaining Contributor and \$10.00 annually to retain the designation.

Upon receipt of the individual contribution, the Sustaining Contributor card will be sent to the contributor by the Foundation. Sustaining Contributors will also be added to the mailing list for the Kiwanis International Foundation Newsletter, and the names of Sustaining Contributors will be printed in the Foundation Newsletter. A special book containing the names of all Sustaining Contributors will be maintained in the Past Presidents' Room at the General Office. This book will be similar to the Foundation's Memorial Fellow and Life Fellow Award books.

Each year, prior to the anniversary date of becoming a Sustaining Contributor, each Sustaining Contributor will receive a statement from the Kiwanis International Foundation asking for the next annual contribution of \$10.00. The Foundation office will handle all necessary paperwork.

Promotion:

The Program will be initiated at the beginning of the 1977-78 administrative year of Kiwanis International. A special brochure on the program will be developed which will contain a form to be used for applying for the Sustaining Contributor designation.

- (a) A letter on the program, with a brochure, will be sent to all Foundation Life Fellows.
- (b) North American club presidents and secretaries will receive a special letter on the program in 1977-78. The program brochure will be sent with this letter.
- (c) There will be an appropriate article on the program in the Kiwanis Magazine in 1977-78, and the article will contain a form for applying.
- (d) There will be an appropriate article on the program in the Bulletin for Kiwanis Officers during 1977-78.
- (e) The 30 Foundation District Coordinators will receive complete information on the program with a supply of the program brochures for distribution. The Foundation's District Coordinators will be the "key" people in promoting the Sustaining Contributor plan to Kiwanians.

- (f) A special release on the program will be sent to the 30 North American District Bulletin Editors, with the request that an article be run in district publications during 1977-78.
- (g) Promotions of the program will be planned for all 1977-78 district conventions and at the 1978 Miami Beach Kiwanis International Convention.

The promotional items, mentioned above, will need to be repeated, with appropriate additions and modifications annually in order for the program to become widely known to Kiwanians.

Below is a sample of the special card that the Foundation will send to Sustaining Contributors annually.

Front:

	SUSTAINING CONTRIBUTOR of the KIWANIS INTERNATIONAL FOUNDATION
	<input type="text"/>
	is sharing in the Foundation's programs of service in keeping with the ideals and the principles of Kiwanis
<input type="text"/>	 President

Reverse:


The Kiwanis International Foundation is a non-profit corporation which seeks to provide funds for programs of service which will meet the needs of youth, the aged, and the disadvantaged
Kiwanis International Foundation, 101 East Erie Street Chicago, Illinois 60611

This card will be wallet-size, dark navy blue background, with printing in white. The boxes on the front of the card are for typing in the name of the Sustaining Contributor and the fiscal year.

REPORT OF SPECIAL BOARD COMMITTEE ON INSURANCE
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

April 30 - May 4, 1977

Date of Committee Meeting: May 1, 1977

Place of Committee Meeting: General Office

Present: Members - Merald T. Enstad, Stephen H. Hart, Jr.
 Chairman - Carl F. Miller
 Staff Members - R. P. Merridew, L. A. Hapgood

The Committee met and reviewed progress to date in placement of the general liability coverage which is currently written in a basic comprehensive general liability policy with a limit of liability of \$500,000 each occurrence and in an umbrella policy providing \$1,000,000 excess of the basic policy. The current difficulty in placement of this coverage stems basically from several factors:

1. The current marketplace difficulties in placement of liability coverage generated by escalation of claims and inflationary effects on cost of settlement;
2. The difficulties in "engineering" and controlling exposures in an organization such as Kiwanis International;
3. The fact that the rates charged Kiwanis International in the past few years are now demonstrably grossly inadequate, having produced incurred losses of some \$214,000 against earned premiums at this time of approximately \$248,000 - or a ratio of 87% for a term of four years and six months.

The firms of Donchin-Hecht & Co. and Marsh & McLennan, Inc. are both actively engaged in negotiating with a number of insurance carriers for placement of this business and in this effort, it is significant that the following carriers have rejected the business and have refused any consideration:

Aetna Insurance Company
 Aetna Casualty & Surety
 Chubb & Son Inc.
 CNA/Insurance
 Continental Insurance Company
 Fireman's Fund Insurance Company
 Hartford Accident & Indemnity
 Insurance Company of North America
 Allstate Insurance Company
 St. Paul Fire & Marine Insurance Co.
 Traveler's Insurance Company
 U.S. Fire Insurance Company
 Sentry Insurance Companies
 Royal Globe Insurance Companies
 Kemper Group

The Committee is pleased, however, to report that we have in hand one firm proposal to renew our basic liability insurance coverage in the amount of \$500,000 each occurrence and, in addition, other proposals will be forthcoming within the next thirty days by substantial carriers. This will allow a choice

of carrier, coverage and limits to be made in the best interest of Kiwanis International and its clubs.

At this point, it becomes necessary to address ourselves to appropriate changes in the Constitution and Bylaws and Board Policies to enable us to purchase the coverage and permit Kiwanis International to pass through to clubs the cost of this insurance. In the matter of change in the Constitution, it is felt that inclusion of this insurance item in Article XII is not proper and does not permit the organization to respond to premium changes which now face us and which most assuredly will face us in the future.

Recommendation #1:

It is recommended that all reference to comprehensive general liability insurance now contained in Article XII of the Constitution of Kiwanis International be deleted and that the Board Committee on Laws and Policies be asked to prepare the appropriate amendment for submission to the delegate body at the Dallas Convention.

I move that recommendation 1 be adopted.
(adopted)

In view of the fact that we have in hand one firm proposal for basic coverage at what would amount to a per capita cost of 90¢, and in view of the fact that we also have indications of coverage available to us at a rate of \$1.07 for a basic policy of \$1,000,000 per occurrence, the Committee believes that a satisfactory coverage for the coming year will be purchased at a gross per capita cost somewhere between \$1.25 and \$1.50, depending upon the final cost of renewal of the umbrella coverage presently carried.

The Committee feels that, subject to the will of the delegates, the Board of Trustees should be given the widest possible latitude to negotiate and purchase proper contracts of insurance and that it would be highly desirable that such authorization not contain monetary limits which would necessitate bringing the matter before the delegates periodically in order to obtain a revision of such a ceiling price which might be necessitated by continuing increases in rate.

The Committee also recognizes, however, that the delegate body may be reluctant to grant this latitude to the Board of Trustees and, in that event, an appropriate amendment must be presented establishing a maximum amount which could be spent for the insurance. Considering the instability of the market for liability insurance at this point, and the fact that there appears to be no relief in sight, it would seem that a conservative approach would dictate that the delegates be asked to approve a maximum premium charge of \$2 per capita as an alternative.

Recommendation #2:

The Committee recommends that the Board Committee on Laws and Policies be requested to prepare two amendments for submission to, and consideration by, the House of Delegates in Dallas, as follows:

1. The first amendment should grant the Board of Trustees authority to purchase general liability insurance in behalf of Kiwanis International and its clubs at the best price available and to pro rate the premium among clubs based on club membership as of September 1 each year.
2. The second amendment should provide for authority for the Board of Trustees to purchase liability insurance at the best price available, at a rate not to exceed a per capita charge of \$2, which should also be billed to clubs based on club membership as of September 1 of each year.

I move that recommendation 2 be adopted.

(adopted)

The Committee has also considered the suggestion which has been made to the effect that a certain portion of the cost of insurance could be allocated as an expense of fund raising and conduct of community service activities by the various clubs. It is felt that this is a valid approach and that necessary policy changes be drafted for consideration of this Board to express the approval of the Board for this procedure.

Recommendation #3:

The Committee recommends that the Board Committee on Laws and Policies prepare the necessary policy or Bylaw changes to implement the principle of permitting clubs to charge a portion of the cost of insurance as a cost of fund raising and community service activities with a specified minimum portion of the total charge to be paid from club administrative funds.

I move that recommendation 3 be adopted.

(adopted and referred to Laws and Policies)

The Committee assures the Board that it will continue to closely monitor the situation and stands ready to advise and assist staff in any possible way in connection with finalizing our insurance arrangements. The Committee also feels that immediate and careful efforts must be made to inform all district governors and Past International Presidents of our current problem and the solutions we are suggesting, and to solicit their support at the time of the Dallas Convention.

It has also been noted that the fact that the risks involved in insuring Kiwanis International and its clubs against the risk of claim for legal liability caused by negligence is most difficult to engineer and that safety efforts are difficult to promote and enforce. Your Committee does, however, feel that a safety manual covering the major aspects of safe conduct of club activities must be prepared and that in addition to safety considerations, this manual must stress the desirability and necessity of obtaining hold-harmless agreements and certificates of insurance from vendors providing services in activities sponsored by Kiwanis. The Committee intends to pursue this matter and hopefully to secure the cooperation and assistance of the engineering department of whatever carrier may be selected in the preparation of such a publication.

Respectfully submitted,

MERALD T. ENSTAD

STEPHEN H. HART, JR.

CARL F. MILLER, Chairman

REPORT OF SPECIAL COMMITTEE ON RETIREMENT OFASSOCIATE SECRETARYMAY 2, 1977, CHICAGO, ILLINOIS

In April of 1978, our associate secretary will reach a milestone, his 65th birthday. This will complete 26 years of dedicated service to Kiwanis. We all know of Larry Hapgood's great contributions over the many years he has served his district and Kiwanis International.

According to policy, retirement is mandated at age 65. In view of this President Stan appointed an ad hoc committee to review the status of Associate Secretary Larry and to make recommendations to this Board. The committee met and makes the following recommendation.

Recommendation #1:

That Associate Secretary L. A. Hapgood be extended in his employment until the end of the 1977-78 Administrative Year to include the 1978 Council.

President Stan, I move that recommendation #1 be approved.

(adopted unanimously)

Further, it was noted and discussed by the Committee that there has been and continues to be a need to set down the history of Kiwanis. In view of Larry's long association with Kiwanis, his relationship with many of our past leaders, and his ability to record and collate information, it is recommended that he be placed on a retainer for one year subsequent to his retirement for the purpose of researching and compiling this history. His compensation would be that amount which he is allowed to earn beyond his social security. This would be in addition to reimbursable expenses incurred in his research.

Recommendation #2:

That Associate Secretary L. A. Hapgood be hired for the purpose of writing the Kiwanis history. He would be compensated an amount not to exceed that allowable beyond social security payments for the duration of one year, subsequent to his retirement date effective with completion of the 1978 Council.

President Stan, I move that recommendation #2 be approved.

(adopted)

Respectfully submitted,

TED R. OSBORN

HILMAR L. "BILL" SOLBERG

MAURICE GLADMAN, Chairman

REPORT OF THE TREASURER
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
APRIL 30 - MAY 4, 1977

The financial position of Kiwanis International at March 31, 1977, reflects a slight improvement from the previous year.

At the end of the first half of the 1976-77 administrative year, the Total Current Assets amounted to \$932,320. During the past twelve months we have had some variances in our Cash position and Short Term Investments. Also Accounts Receivable have increased approximately \$30,000 during the past twelve months, and we have been advised that the main contributors to this increase are those clubs outside of the United States and Canada. Special treatment for the collection of accounts receivable in other parts of the world are in effect. We have bank accounts in three countries outside of the United States and Canada, with three more accounts pending. We hope that we can solve this matter before we have an accounts receivable problem.

Inventories also have increased by approximately \$30,000 in the last twelve months. However, here we do have a seasonable adjustment, as well as the increased purchase prices of the articles involved.

Current Liabilities amounted to \$213,711, and that amount subtracted from our Current Assets reflects the Working Capital figure of \$718,609 at March 31, 1977, compared to \$692,063 last year.

Other Assets total \$56,000 and Total Unrestricted Funds then amounted to \$775,378. Added to this is the Reserved area --- the Funded Reserve at March 31 amounted to \$313,000, the Building Expansion Reserve was \$246,000, and the bookkeeping reflection of the ownership of the Kiwanis International Building of \$1 resulted in Total--All Funds (or Net Assets) at March 31, 1977 of \$1,335,210.

Respectfully submitted,

HILMAR L. SOLBERG, Treasurer

KIWANIS INTERNATIONAL
STATEMENT OF FINANCIAL POSITION
MARCH 31

	<u>1 9 7 7</u>	<u>1 9 7 6</u>
UNRESTRICTED FUNDS:		
CURRENT ASSETS:		
Cash	\$ 240,445	\$ 127,735
Short Term Investments	---	200,000
Accounts Receivable	291,493	261,083
Inventories	321,687	291,355
Prepaid Expenses	33,953	33,991
Unexpired Insurance	9,342	3,884
Deferred Compensation	35,400	24,800
Total Current Assets	<u>932,320</u>	<u>942,848</u>
CURRENT LIABILITIES:		
Accounts Payable	113,200	123,264
Accruals	42,424	42,359
Amount Due Reserve	11,230	14,494
Deferred Income	11,457	45,868
Deferred Compensation	35,400	24,800
Total Current Liabilities	<u>213,711</u>	<u>250,785</u>
Working Capital	<u>718,609</u>	<u>692,063</u>
OTHER ASSETS:		
Deposits	36,950	33,350
Advances	19,819	17,602
	<u>56,769</u>	<u>50,952</u>
Total--Unrestricted Funds	<u>775,378</u>	<u>743,015</u>
RESERVED FUNDS:		
Funded	313,757	313,743
Building Expansion	246,074	215,564
Kiwans International Bldg.	<u>1</u>	<u>1</u>
Total--All Funds (Net Assets)	<u>\$1,335,210</u>	<u>\$1,272,323</u>

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

APRIL 30-MAY 4, 1977

Date of Committee Meeting: April 30, May 2, 1977

Place of Committee Meeting: General Office

Present: Members - Stephen H. Hart, Jr., Hilmar L. Solberg
Chairman - E. B. McKittrick
Staff Members - Thomas W. Fitzgerald, R.P. Merridew, L.A. Hapgood

The financial statement for the month of March, and for the six-month period ended March 31, 1977, was reviewed, found in order, and approved. Attached to this report is the Summary Statement of Budget and Actual Income and Expenses for the period ended March 31, 1977 and 1976.

As indicated at the bottom line of the Summary Statement, the excess of income over expenses for the first half of this 1976-77 administrative year amounted to \$254,000. This compares to \$271,000 at the same time last year.

Looking above, income for Kiwanis International totaled \$2,042,501 at March 31, compared to \$1,963,711 at the same time last year. This reflects an improvement as far as total income is concerned of approximately \$80,000. The specific improvements were \$14,000 in life membership, \$50,000 in processing fees, and \$70,000 in gross profit on the sale of supplies.

The major reduction in income, as far as the comparison is concerned, can be traced to convention registration fees. As you can see, we are running approximately \$50,000 behind last year's figure, and the reason for this is because we did not get the early response to the 100% registration program, as we did last year in San Diego. However, the committee was informed that several 100% registered clubs were received in the office last week, and that several more are scheduled for this week. We also understand that the Board Committee on Convention is working on this matter, and that promotion materials will be forthcoming to prompt additional registration. We look for the registration figure to end up both on quota and budget for this administrative year.

On the other side of the ledger, the expenses during the last twelve months increased by \$96,000 at March 31, and with minor exceptions, the departments as reflected appear to be on budget at this time. Unfortunately the bottom line figure, or the projected budgeted net income for this year, is only \$10,000. Therefore, there will be some difficulty in projecting the bottom line at this particular time. It would seem that if we have a problem with registration income for Dallas, we can well end the year with a deficit.

The quarterly financial reports for Key Club International and Circle K International were also reviewed, found in order, and approved. It was noted that the Key Club fund balance at March 31, 1977, was \$130,768. This compares with the fund balance at the same time last year of \$127,669. It appears at this date that Key Club will reach its projected dues income figure of approximately \$190,000, and as indicated above, their expenses also should come in on budget.

The Circle K fund balance at March 31, 1977, was \$38,358, compared to \$35,628 in 1976. Here again we feel that the budgeted income and expense for Circle K will be achieved, and the organization should show some slight gain in their financial position by year end.

At the February meeting of the Board, the charters for the clubs listed below were revoked, and these clubs had accounts receivable balances at that time. The total amount to be written-off at this time of \$4,415 consists primarily of dues and magazine subscriptions, with an exception of \$128 from the sale of clubs supplies.

<u>KIWANIS CLUBS OF:</u>	<u>AMOUNT</u>
Whyalla, Australia	\$145.00
Conejo Valley, Thousand Oaks, Ca.	78.70
La Mirada, California	69.50
Newark, Delaware	38.00
Franklin, North Carolina	178.50
Marion, South Carolina	261.00
Thorold, Ontario	90.00
Bowdon, Georgia	58.70
Greensboro, Georgia	357.50
Northlake-Dekalb, Georgia	64.75
Colona-Green Rock, Illinois	72.90
Lombard, Illinois	49.37
Oakford, Illinois	60.00
Concord, Elkhart, Indiana	54.00
Saint Joe, Fort Wayne, Indiana	99.00
Hartford, Kansas	118.75
Kingman, Kansas	47.50
Ranch Mart, Leawood, Kansas	66.50
New Orleans, Carrollton, Louisiana	48.00
The Minnesota Valley, Burnsville, Mn.	95.00
Capital City, Jefferson City, Missouri	40.91
Golden K, East Providence, Rhode Island	76.50
Jefferson Township, New Jersey	47.50
Youngmann, Tonawanda, New York	40.50
Grays Harbor, Hoquiam, Washington	92.50
Nooksack Valley, Washington	67.50
Laflin, Wilkes-Barre, Pennsylvania	201.75
North Warren, Pennsylvania	76.00
Montbello, Colorado	47.50
Smoky Hill Trail, Aurora, Colorado	98.25
Pecos, New Mexico	191.50
Greater Beaumont, Texas	44.00
Houston-Midtown, Texas	47.50
Northeast Houston, Texas	80.75
Olney, Texas	80.75
Parkdale-Beaumont, Texas	113.50
Hurricane, Utah	280.08
Homedale, Idaho	95.00
Edmonton-Chimo, Alberta	71.75
	<u>\$3,846.41</u>

<u>ACTIVE CLUBS REQUESTING FINANCIAL RELIEF:</u>	<u>AMOUNT</u>
Danville, Indiana	\$114.75
Chesterfield, Missouri	318.55
Altamont, Klamath Falls, Oregon	136.00
	<u>\$4,415.71</u>

Recommendation #1:

The committee recommends that the accounts receivable balances for the clubs listed in this report, totaling \$4,415 be written off.

I move that recommendation 1 be adopted.

(adopted)

The committee reviewed a rough draft of the proposed budget compiled by the staff for the 1977-78 administrative year. The committee has requested that the staff forward to all members of the Board a copy of the complete proposed budget within the next few weeks. We will appreciate it if you will share with us any questions or recommendations that you may have pertaining to the budget, prior to our next meeting in Dallas. We will submit the 1977-78 budget for your consideration at the board meeting in Dallas.

The Board Committee on Finance, together with the staff, are very much concerned about the immediate financial picture of our organization. We strongly recommend, therefore, that each board committee carefully review the budget demands for the ensuing year, with the sole purpose being to reduce those demands whenever and wherever possible, in order to realistically present a balanced budget for 1977-78. We will undoubtedly end with a deficit without major restraints on spending, as well as increased income preferably from a strong membership increase.

The committee reviewed the contingent expense reports for the Secretary and the Associate Secretary. These reports were found in order and approved.

The committee reviewed the financial policy involving auto travel allowance, page B-14 paragraph (e).

Recommendation #2:

The committee recommends that the Board Committee on Laws and Policies increase the mileage rate from 10¢ per mile to 12¢ per mile for general use, and the 12¢ per mile allowance for Field Service Representatives be increased to 16¢ per mile.

I move that recommendation 2 be adopted.

(adopted)

An additional matter of policy was also brought to our attention, on page A-9, #6 Fund Raising. The committee feels that the Board Committee on Laws and Policies should consider a redraft. Specifically we should properly acknowledge direct expense incurred in raising funds to include but not to be limited to the expense to defray the cost of protection for legal liability insurance.

Recommendation #3:

The committee recommends that the Board Committee on Laws and Policies redraft the policy involved in fund raising as shown on page A-9, #6.

I move that recommendation 3 be adopted.

(adopted and referred to Laws and Policies)

A final matter concerning the financial policies. The committee is in agreement that on page 7-B, captioned paragraph 'Bank Depositories', that the Board Committee on Laws and Policies consider eliminating specific names of the financial institutions. By eliminating these specific names from the policies, the staff can be more flexible in making changes in bank accounts as necessary, rather than waiting until the next board meeting, which as you know can be a period of two months or longer.

Recommendation #4:

The committee recommends that the Board Committee on Laws and Policies institute the change of eliminating the names of the specific financial institutions involved on page 7-B, paragraph "Bank Depositories."

I move that recommendation 4 be adopted.

(adopted)

The committee reviewed the request for subsidy payment to the Eastern Canada and the Caribbean District for those clubs in the Jamaican area. The committee has instructed Secretary Reg to correspond with the Eastern Canada and the Caribbean District to ask them if it is economically possible for them to receive our payment of approximately \$3,000 as a deposit or transfer of funds into their bank in Jamaica. Currently funds cannot be sent out of Jamaica, therefore, Kiwanis International and the district have escrow accounts which include clubs' payments for dues. Therefore, the committee has requested that Secretary Reg write to the district to see if a transfer of funds would be feasible at this time.

The staff presented a data processing progress report indicating to us specifically data processing power requirements, as well as those necessary for the next several years.

The committee was informed that specifications have been sent to three manufacturers of data processing equipment, and that their proposals have been received in the office indicating specific amounts for both rental and purchase of the data processing equipment. It is interesting to note that this equipment will produce approximately six times our current power at a slightly reduced rental cost.

As you recall at the October meeting, this Board approved \$6,000 for this specific phase of the EDP study. We are now in agreement that a paid expert in the data processing field be brought in to review the proposals in order that the presentation and recommendation can be made to the members of the EDP Task Force to assure that our specifications to suppliers is the best possible to fill our current and intermediate needs.

The committee recognizes the need for an increase in the charter fee for prospective new clubs which has not been changed since 1932.

Recommendation #5:

The committee recommends that the Laws and Policies Committee be instructed to prepare an amendment to the International Bylaws on behalf of the International Board changing the charter fee to one hundred and fifty dollars, this amendment to be submitted to the delegates at the Dallas Convention.

I move that recommendation 5 be adopted.

(adopted)

I move this report be received.

Respectfully submitted,

STEPHEN H. HART, JR.

HILMAR L. SOLBERG

E. B. MCKITRICK, Chairman

KIWANIS INTERNATIONAL

SUMMARY STATEMENT OF BUDGET & ACTUAL INCOME & EXPENSES

PERIOD ENDED MARCH 31, 1977 & 1976

	<u>BUDGET</u> <u>1976-77</u>	<u>ACTUAL</u> <u>1976-77</u>	<u>UNEXPENDED</u> <u>ACTUAL</u> <u>1976-77</u>	<u>ACTUAL</u> <u>1975-76</u>
INCOME:				
Dues - General	\$ 1,291,385	\$ 636,885	\$ 654,500	\$ 641,852
Dues - Overseas Extension	264,500	136,205	128,295	134,616
Charter Fees	27,500	14,800	12,700	13,900
Interest	45,000	20,064	24,936	20,895
Liability Insurance (net)	3,000	2,351	649	3,167
Life Membership	90,000	38,744	51,256	24,100
Processing Fees	235,000	116,692	118,308	66,460
Magazine Subscriptions	815,000	406,293	408,707	406,584
Magazine Advertising	210,000	90,355	119,645	109,038
Gross Profit-Sale of Supplies	540,000	370,938	169,062	298,411
Convention Registration Fees	357,500	164,270	193,230	215,265
Convention Dues	62,615	36,308	36,307	22,250
Convention Ticket Sales	---	245	(245)	---
Mailers	7,000	6,307	693	6,198
Other	---	2,044	(2,044)	975
Total Income	<u>3,958,500</u>	<u>2,042,501</u>	<u>1,915,999</u>	<u>1,963,711</u>
EXPENSES:				
Board-Council-Comm. Admin.	404,993	188,133	216,860	208,834
Executive	230,913	116,784	114,129	87,948
Office Management	95,722	42,616	53,106	107,890
Public Relations	84,313	39,567	44,746	29,276
Overseas Extension	254,609	123,212	131,397	100,096
Field Service	397,134	184,212	212,922	168,501
Records & Data Processing	130,400	70,005	60,395	49,015
Program Development-Club Serv.	231,440	118,159	113,281	77,763
Circle K	39,248	25,188	14,060	19,400
Key Clubs	56,208	43,094	13,114	39,546
Bureau of Accounts	77,571	32,955	44,616	14,051
Publications	160,799	60,071	100,728	75,029
Magazine	943,512	469,758	473,754	423,623
Supplies	412,199	217,488	194,711	211,338
Convention	429,114	56,481	372,633	79,407
Total Expenses	<u>3,948,175</u>	<u>1,787,723</u>	<u>2,160,452</u>	<u>1,691,717</u>
EXCESS OF INCOME OVER EXPENSES	<u>\$ 10,325</u>	<u>\$ 254,778</u>	<u>\$ 244,453</u>	<u>\$ 271,994</u>