

I N D E X

SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

May 4-8, 1979

	<u>Summary Page</u>	<u>Exhibit Number</u>
Proposed Resolutions for Toronto Convention	1	1
Message of the President	1	2
Message of the President-elect	1	3
Report of the Secretary	1	4
Approval of Minutes of Board Meeting of January 25-30, 1979	1	-
Approval of General Office Administrative Action	1	-
Reports of Board Committees:		
Administration and Structure	2	5
Circle K	2	6
Convention	3	7
International Extension	3	8
Key Clubs	4	9
Laws and Policies	5	10
Leadership and Council	5	11
Membership Growth and Education	6	12
New Club Building	7	13
Program Development	8	14
Property and Supplies	8	15
Publications and Advertising	9	16
Public Relations	9	17
Report of the Treasurer	9	18
Report of Finance Committee	9	19
Kiwanis International Foundation:		
Letters of Solicitation	10	-
Nomination of Members to Foundation Board	10	-

SUMMARY OF MINUTES

MEETING OF KIWANIS INTERNATIONAL SUBSIDIARY INCORPORATED

May 8, 1979

Special Resolution re Application for Certificate of Continuance ..	1	-
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SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

May 4-8, 1979

A meeting of the Board of Trustees of Kiwanis International was held at the General Office in Chicago on May 4-8, 1979. Those present: Hilmar L. "Bill" Solberg, President; Mark A. Smith, Jr., President-Elect; Maurice Gladman, Immediate Past President; Stephen H. Hart, Jr. and E. B. "Mac" McKittrick, Vice-Presidents; Merald T. Enstad, Treasurer; Albert C. Cox, Allen M. Duffield, Warren H. Edwards, Dwight F. Gallivan, Aubrey E. Irby, Egon Kuzmany, Raymond W. Lansford, Drew M. Petersen, M.D., James P. Richard, John T. Roberts, C. E. "Pete" Thurston, J. Stewart Wilson, Trustees. Also present: R.P. Merridew, Secretary.

1. Proposed Resolutions

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

2. Message of the President

Message of the President is attached as Exhibit #2.

3. Message of the President-Elect

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

4. Report of the Secretary

Report of the Secretary is attached as Exhibit #4.

5. Approval of Summary of Minutes of Board Meeting of January 25-30, 1979

Voted, that the minutes of the Board Meeting of January 25-30, 1979 be approved.

6. Consideration and Approval of General Office Administrative Action

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

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

7. Reports of Board Committees

Administration and Structure

Report of the Committee was presented by Chairman Stephen H. Hart, Jr. It is attached as Exhibit #5.

Recommendation 1. That the General Office make available to districts sufficient quantities of the grading plan for the district Administrative Excellence program so that distribution may be made by districts to all of their respective lieutenant governors.

Voted, that this recommendation be adopted.

Recommendation 2. That the third paragraph of item 3, entitled "Counselors to Districts" on Page A-13 of Policies be amended to read: "During his period of service, a Counselor to a U. S. or Canadian district shall be sent, at the expense of Kiwanis International, to one district meeting, provided that the governor shall make a specific request for said visit and that said district meeting shall involve a districtwide training conference for club leadership which shall be of sufficient duration to allow active participation by the Counselor."

Motion was made to adopt this recommendation and after discussion was withdrawn.

Voted, that the third paragraph of Section 3 on Page A-13 of the Policies referring to Counselors to Districts be stricken.

Recommendation 3. That the 1979-80 Board Committee on Administration and Structure prepare a plan for presentation to this Board no later than the winter meeting involving the restructuring of the Board following the outline of the report of the Special Committee on Kiwanis International Structure.

Voted, that this recommendation be adopted.

Recommendation 4. That there be a four-hour "brainstorming" session of the full Board at the Board Meeting which immediately precedes the 1979 Council Meeting. The basis of discussion at this session will be the full report of the Special Committee on Kiwanis International Structure.

Voted, that this recommendation be adopted.

Recommendation 5. That the District Committee on Special Club Services be listed beginning with the 1979-80 Kiwanis International Directory in the section wherein other district committees are listed.

Report received.

Circle K

Chairman Merald T. Enstad presented the report of the Committee. This is attached as Exhibit #6.

Report received.

Convention

The report of the Committee is attached as Exhibit #7. It was presented by Chairman Allen M. Duffield.

Recommendation 1. That the Board rescind the decision made at the last Board meeting to make Superstar Night tickets available to musical groups.

Voted, that this recommendation be adopted.

Recommendation 2. Vienna, Austria, as the 1983 International Convention site.

Voted, that this recommendation be adopted.

Recommendation 3. Detroit as the 1985 International Convention site.

Voted, that this recommendation be adopted.

Recommendation 4. That the members of the Board Committee on Conventions personally visit the city bidding for a convention prior to making their recommendation. It is also recommended that this be written into policy.

Voted, that this recommendation be adopted.

Report received.

International Extension

Chairman Maurice Gladman presented the report of the Committee, which is attached as Exhibit #8.

Recommendation 1. That Field Service Representative Robert Mason be assigned during the current year to the Australia District for six weeks.

Voted, that this recommendation be adopted.

Recommendation 2. That a study of presidential travel be made with an end to reducing it both domestically and overseas in light of the cost in time and money to Kiwanis International and the Kiwanians visited, and that the past presidents be asked to put this on the agenda at their convention meeting so that they may give the Board their recommendation in this regard.

Voted, that this recommendation be adopted.

Recommendation 3. That the Asia-Pacific Conference by policy is self-supporting and, therefore, Kiwanis International will not underwrite any loss.

Voted, that this recommendation be adopted.

Recommendation 4. That the Kiwanians in Africa be informed that the Board will consider granting them Council status after ten clubs have been organized.

Voted, that this recommendation be adopted.

Recommendation 5. That a suitable commendatory plaque be prepared for those Kiwanians who started the first clubs in new countries, as verified by the Director of Extension Services, and that they be invited to Toronto at their own expense to receive them at the Awards Luncheon of this year's International Convention.

Voted, that this recommendation be adopted.

Recommendation 6. That the Texas-Oklahoma District be notified that the Mexico City club when organized will be attached to that district.

Voted, that this recommendation be adopted.

Report received.

Key Clubs

Chairman Mark A. Smith, Jr. presented the report of the Committee. This is attached as Exhibit #9.

Recommendation 1. That the budget for the 1979 Key Club International Convention be approved.

Voted, that this recommendation be adopted.

Recommendation 2. That the following dates be approved:

1. Post Convention Training Conference and Board Meeting - July 12-15, 1979
2. Valley Forge Board Meeting - August 29-31, 1979
3. Winter Board Meeting - February 9-11, 1980
4. K-Family Weekend - Any weekend in February, 1980
5. Key Club Week - November 11-17, 1979

Voted, that this recommendation be adopted.

Recommendation 3. That the Kiwanis International subsidy to the Key Club Department each year cover the following areas of the Key Club Department Budget:

- 15-100 - Salaries of Staff
- 101 - Salaries, Non-Staff
- 102 - Overtime, Temporary Help and Employment Fees
- 290 - Allocation of Expenses

Voted, that this recommendation be adopted.

Report received.

Laws and Policies

The Report of the Committee, attached as Exhibit #10, was presented by Chairman Dwight F. Gallivan.

Recommendation 1. The adoption of the wording of the amendment to Article VII, Section 3, of the International Constitution as delineated in Proposed Amendment No. 2 for presentation to the delegates in Toronto.

Voted, that this recommendation be adopted.

Recommendation 2. The adoption of the wording of the amendment to Article VI, Section 4, and Article XIII, Section 6, of the Bylaws of Kiwanis International as delineated in Proposed Amendment No. 3 for presentation to the delegates in Toronto.

Voted, that this recommendation be adopted.

Recommendation 3. The adoption of the wording of the amendment to Article XI, Section 3, of the International Constitution and to Articles XV and XVI of the International Bylaws as delineated in Proposed Amendment No. 5 for presentation to the delegates in Toronto.

Voted, that this recommendation be adopted.

Recommendation 4. That the following statement be adopted and reproduced on the cover page of the Policies of the International Board of Trustees: "All policies shall become effective immediately upon adoption by the Board of Trustees unless the motion to adopt or revise a policy statement specifies a time for becoming effective."

Voted, that this recommendation be adopted.

Recommendation 5. The adoption of a policy statement under the heading of "Election Procedures" to be inserted on Page D-1 of Policies which would read: "At an International Convention, when the number of Trustees to be elected may be affected by the results of the balloting for an office above the level of Trustee, the nominations for the Trustees to be elected at the convention may immediately follow the collection of ballots for the last office above the level of Trustee requiring a written ballot. In such a situation, the presiding officer shall announce the number of Trustees to be elected immediately prior to the casting of the ballot for the election of Trustees."

Voted, that this recommendation be adopted.

Report received.

Leadership and Council

Chairman Drew M. Petersen presented the report of the Committee. This is attached as Exhibit #11.

Recommendation 1. That the Board reconsider action taken with respect to the attendance of district secretaries at the September 28-30 meeting

of the Council and that all secretaries and their wives be invited to attend the Council on the same basis as last year.

Voted, that this recommendation be adopted.

Report received.

Membership Growth and Education

Chairman John T. Roberts presented the report of the Committee. It is attached as Exhibit #12.

Recommendation 1. That the Presidents Day program and the "Target 30" program be discontinued following the 1978-79 Administrative Year.

Voted, that this recommendation be adopted.

Recommendation 2. That any Kiwanian who sponsors 100 or more members into Kiwanis (cumulative) be given, in addition to his appropriate Diamond K pin, a Kiwanis gold pen with his initials or name engraved thereon.

Voted, that this recommendation be adopted.

Recommendation 3. That Staff develop a means of identification for members of the "Kiwanis Leaders Club" to be worn at the 1980 Kiwanis International Convention.

Voted, that this recommendation be adopted.

Recommendation 4. That, with the concurrence of the Board Committee on Publications and Advertising, The Kiwanis Magazine publish the names of those individuals who sponsor 50 or more members, and that a photo and a short biography for an individual who has sponsored 100 members be published.

Voted, that this recommendation be adopted.

Recommendation 5. That the cumulative feature of the Diamond Growth award program begin with the date of the program's initiation.

Voted, that this recommendation be adopted.

Recommendation 6. That, with the concurrence of the Board Committee on Conventions, a reserved section be provided for the members of the "Kiwanis Leaders Club" at one of the general sessions of the 1979-80 convention, and the members be introduced to the convention as a group at this session.

Voted, that this recommendation be adopted.

Recommendation 7. That the Spring Membership Roundup and the Fall Membership Roundup programs be adopted for the 1979-80 Administrative Year.

Voted, that this recommendation be adopted.

Recommendation 8. That the brochure attached as Exhibit E to the report of the committee be prepared for distribution at the Toronto International Convention and for mailing to the 1979-80 Kiwanis Club presidents and secretaries.

Voted, that this recommendation be adopted.

Recommendation 9. That a trophy be presented to any 1979-80 Lieutenant Governor who has 30 new members, 30 years of age or younger, recruited by the clubs in his division and that the award be presented at one of the districtwide meetings.

Voted, that this recommendation be adopted.

Report received.

New Club Building

Report of the Committee is attached as Exhibit #13. It was presented by Chairman C. E. "Pete" Thurston.

Recommendation 1. That the charters of the sixty-two clubs listed in the report of the committee be revoked.

Voted, that this recommendation be adopted.

Recommendation 2. That Board Policy C-11 have a statement added to the effect that on the occasion of the retirement of a charter due to the joining together of two or more clubs and when the Board of Directors of the club having its charter retired has approved the action, it is not necessary to follow the procedure of notification to the last known club president and secretary as directed in Article IV, Sections 3 and 4 of the Bylaws of Kiwanis International. The Committee recommends that this addition to Board Policy be referred to the Board Committee on Laws and Policies for implementation.

Voted, that this recommendation be adopted.

Recommendation 3. The adoption of a policy statement under the heading of "Financial Delinquencies" to be inserted on Page C-8 of Policies which would read: "When a club is delinquent in the payment of dues or supplies items for a period of 120 days or more, no additional services from Kiwanis International will be provided the club until such debt is paid in full. The International Secretary at the end of a 120-day period shall request of the Governor of the District of which the club is a part a report on the club's actual status to be submitted within thirty days, a copy of which will be sent to the Lieutenant Governor. If the club is actually in a not-meeting status, or if the status report is not forthcoming in 30 days, the International Secretary shall inform the District Governor, Governor-Elect, District Secretary, and Lieutenant Governor that the club has been declared to be not meeting."

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

Recommendation 4. That effective now and extending through the 1979-80 Administrative Year, the expenses of Special Accredited Representatives be allowed, not to exceed \$100 per site, for the purpose of assisting in the building of new Kiwanis clubs in the Eastern Canada and The Caribbean District and the Western Canada District. Said appointments are to be made and supervised by the Director of Field Service upon the recommendation of the Governor.

Voted, that this recommendation be adopted.

Recommendation 5. That the Accredited Representative be added to the criteria to receive the New Club Building Award certificate provided that he has actually participated in the building of the new Kiwanis club.

Voted, that this recommendation be adopted.

Report received.

Program Development

Chairman E. B. "Mac" McKittrick presented the report of the Committee. It is attached as Exhibit #14.

Recommendation 1. That a "Worldwide Kiwanis Prayer Week" be adopted for 1979-80. The Committee further recommends that the promotion and implementation of this observance be coordinated by the 1979-80 International Committee on Support of Spiritual Aims.

Voted, that this recommendation be adopted.

Report received.

Property and Supplies

Chairman Warren H. Edwards presented the report of the Committee, which is attached as Exhibit #15.

Recommendation 1. An additional person for the Supplies Department and such person to be classified as Clerk-Sales, subject to the availability of funds as determined by the Finance Committee.

Voted, that this recommendation be adopted.

Recommendation 2. That the General Office Building be evaluated for the most efficient use of space as proposed by donn and associates in the letter of May 1, 1979, attached as Exhibit A to the report of the committee.

Voted, that this recommendation be adopted.

Recommendation 3. That a special committee be appointed immediately to study site locations in the Greater Chicago and other geographical areas

for possible relocation of the General Office of Kiwanis International, the study to be submitted to the Kiwanis International Board of Trustees at the 1980 Kiwanis International Convention Board Meeting in Anaheim, California.

Voted, that this recommendation be adopted.

Report received.

Publications and Advertising

The report of the Committee was presented by Chairman Raymond W. Lansford. It is attached as Exhibit #16.

Report received.

Public Relations

The report of the Committee, presented by Chairman Aubrey E. Irby, is attached as Exhibit #17.

Recommendation 1. That the posthumous nomination of Gordon Fost Beaumont of Richland, Michigan, for a Connelly Medal be approved.

Voted, that this recommendation be adopted.

Recommendation 2. That the President of Kiwanis International be asked to present a special 7500th club banner to the Kiwanis Club of Newburgh, Indiana.

Voted, that this recommendation be adopted.

Recommendation 3. That a suitable program be developed to salute Rotary International, founder of the service club movement, upon the occasion of Rotary's 75th anniversary year in 1980.

Voted, that this recommendation be adopted.

Report received.

8. Report of the Treasurer

Merald T. Enstad presented the Report of the Treasurer. This is attached as Exhibit #18.

Report received.

9. Report of Finance Committee

Chairman Egon Kuzmany presented the report of the Finance Committee. This is attached as Exhibit #19.

Recommendation 1. That the accounts receivable balances as listed on Schedule "A" of the report, totaling \$4,377.33 be written off.

Voted, that this recommendation be adopted.

Recommendation 2. That the budget adjustments as presented be approved.

Voted, that this recommendation be adopted.

Recommendation 3. That the President assign to the proper Board committee the job of reevaluating our promotion and concept of the Life Member Status program.

Voted, that this recommendation be adopted.

Recommendation 4. That the 1979-80 budget for each department contain only those expenses that are controllable by the responsible Board Committees and staff department managers.

Voted, that this recommendation be adopted.

Recommendation 5. Tentative approval of the 1979-80 proposed budget as adjusted.

Voted, that this recommendation be adopted.

Recommendation 6. That the overexpenditure of \$4,635.06 from May through the end of September, 1978, for charter presentation be approved.

Voted, that this recommendation be adopted.

Report received.

10. Other Business

Kiwanis International Foundation

Letters of Solicitation. Past International President Roy W. Davis, a member of the Kiwanis International Foundation Board, and representing Foundation President Harry Himmel, discussed the letters of solicitation which the Foundation had sent out to which objection had been raised and assured the Board that care would be taken to eliminate these objections in future solicitations and that they would not occur again.

Voted, that the restrictions with reference to solicitation placed upon the Foundation at the last Board Meeting be lifted.

Nomination of Members to Foundation Board. It was announced that Harry S. Himmel, Charles A. Swain, and John F. McMahon were retiring as members of the Kiwanis International Foundation Board.

Voted, that Ralph C. Keyes, Charles M. Roberts, and Marshall W. McCann be approved, pending their acceptance, to replace the retiring Board members.

Appreciation

The Board expressed its appreciation to the members of the Staff for their assistance in connection with the Board Meeting.

11. Next Board Meeting

The next meeting of the Board was scheduled to convene in Toronto, Ontario, Canada, on Friday, June 29, 1979, with the necessary Board Committee Meetings being held on the 28th.

Adjournment.

SUMMARY OF MINUTES

MEETING OF KIWANIS INTERNATIONAL SUBSIDIARY, INC.

May 8, 1979

A meeting of Kiwanis International Subsidiary, Inc. was held in the General Office of Kiwanis International in Chicago, Illinois, on May 8, 1979. Those present: Hilmar L. "Bill" Solberg, President; Mark A. Smith, Jr., President-Elect; Maurice Gladman, Immediate Past President; Stephen H. Hart, Jr. and E. B. "Mac" McKittrick, Vice-Presidents; Merald T. Enstad, Treasurer; Albert C. Cox, Allen M. Duffield, Warren H. Edwards, Dwight F. Gallivan, Aubrey E. Irby, Egon Kuzmany, Raymond W. Lansford, Drew M. Petersen, M.D., James P. Richard, John T. Roberts, C. E. "Pete" Thurston, J. Stewart Wilson, Trustees. Also present: R. P. Merridew, Secretary.

1. Special Resolution re Application for Certificate of Continuance

Voted, that the following resolution be adopted:

Whereas Kiwanis International Subsidiary, Incorporated, was incorporated under the Act of Parliament of Canada pursuant to the provisions of The Companies Act (Chapter 27 of the Revised Statutes of Canada, (1927) by letters patent dated April 20, 1931,

RESOLVED THAT:

1. The Directors be and they are hereby authorized to apply to the Director under Section 181 of the Canada Business Corporations Act for a Certificate of Continuance continuing Kiwanis International Subsidiary, Incorporated, as if it had been incorporated under the Act;
2. The letters patent of Kiwanis International Subsidiary, Incorporated, be and they are hereby amended by substituting for all provisions thereof the provisions set out in the Articles of Continuance attached hereto; and
3. The Directors and proper officers of Kiwanis International Subsidiary, Incorporated, be and they are hereby authorized and directed to do all things and execute all instruments and documents necessary or desirable to carry out the foregoing.

Adjournment.

PREAMBLE

It is appropriate for Kiwanians to give expression from time to time to their ideals, their concerns, their hopes and their plans. This we do here through the adoption of resolutions.

We do not choose to be absolutely of one mind. In adopting resolutions, we are not asked to relinquish convictions gained from personal experience, loyalties to our respective nations and cultural heritages, or any of our cherished religious, political, or philosophical principles, which shall be ever diverse in a free society.

We seek rather to identify and give expression to our unity amid diversity, our common purpose amid multipurpose, and our agreement in principle amid the varied options for implementation. We seek by resolution to identify broad and open roads which, though we may travel in small groups and with differing itineraries, lead us surely toward the same destination of a better world for all.

More than two thousand years ago, the great Roman statesman Cicero observed: "There is no surer tie among friends than when they are united in their objects and wishes."

In this spirit, your Committee on Resolutions now proposes the following for your discussion and adoption. We have reason to believe that they do, in fact, represent our common objects and wishes in 1979. We believe, moreover, that they must be at the heart of our agenda for the 1979-80 administrative year.

-1-

OUR SPIRITUAL COMMITMENT

Kiwanis International upholds the right of both private and public expression of belief in a Supreme Being. The first Object of Kiwanis is "To give primacy to the human and spiritual, rather than to the material values of life."

THEREFORE, BE IT RESOLVED THAT:

1. Kiwanians insist that every level of government provide support for the continuation of public expression of belief in God.
2. Kiwanians vigorously oppose any attempt, by an individual or any group of individuals, to restrict the right of public expression of belief in our Creator.

-2-

RIGHT START

The idealism, the principles, and the philosophy of life which characterize Kiwanians can only be imparted to children and youth through our association and interaction with them.

It is our responsibility to seek out and respond to opportunities for such association and interaction, and thereby provide the "right start" during the important formative years.

THEREFORE, BE IT RESOLVED THAT:

1. Kiwanis International give emphasis in its 1979-80 service programming to activities which will bring about close and enjoyable association between Kiwanians and young people on a one-to-one basis.
2. Kiwanis clubs urge responsible adults of their communities to seek out ways to create similar individual relationships.

-3-

THE FAMILY: KEYSTONE OF SOCIETY

The family unit has long been recognized as the backbone of our society, but direct and subtle pressures are substantially weakening both the authority of parents and the responsiveness of children. Passive acceptance of parenthood without marriage, perverse or promiscuous sexual practices, rising divorce rates, pornography, and immoral entertainment both outside and inside the home, has deterred many from meeting individual responsibilities as family members.

Independence must not be allowed to cancel interdependence; liberty must not be confused with license.

THEREFORE, BE IT RESOLVED THAT:

1. Kiwanians implement within their own families those actions, activities and restraints which will uplift the dignity, morality, and spirituality of the individual family members.
2. Kiwanis clubs aggressively oppose those forces in the local community which threaten and undermine the integrity of the family.
3. Kiwanis clubs schedule programs designed to identify and help alleviate typical family problems.
4. Kiwanis clubs accentuate the positive, exemplified by such activities as participation in Family Day each year, honoring outstanding families, or publicly proclaiming that "families who pray together stay together."

THE MAN WHO WEARS THE "K"

Kiwanis membership should be a way--a way for a man to become actively involved in community service--a way for a man to acquire new friends with whom he can enjoy a continuing experience of rich fellowship--a way for a man to keep his attention focused upon the ideals of Kiwanis and the quality of life they reflect. Kiwanis membership should be a growth experience for every member.

It is incumbent upon Kiwanis club officers and committee chairmen to provide the leadership which assures that every member has a continuous opportunity for personal involvement in service and for personal life enrichment.

THEREFORE, BE IT RESOLVED THAT:

Kiwanis club leadership assure planned programs and activities which will make available:

1. Continuing Kiwanis education so that every member can answer the question: "What Is Kiwanis?"
2. Continuing opportunities for every member to become personally involved in service projects so that, in addition to helping others, he may develop new skills of leadership and gain a feeling of personal achievement.
3. Continuing fellowship experiences for every member at club meetings and other Kiwanis occasions.
4. Continuing life enrichment through special presentations of club meeting programs, especially those related to music, drama, and the other arts and humanities.

- 5 -

BUILD WITH YOUNG PEOPLE

Community service recognizes no age limitations. Kiwanians have long recognized a partnership with young people. Development of self reliance, initiative, excellence, and leadership are basic to serviceable citizenship.

THEREFORE, BE IT RESOLVED THAT:

1. Kiwanians and Kiwanis clubs actively join with Circle K, Key Clubs, Keywanettes, Builders Clubs and other Kiwanis-related youth groups in selecting, planning and implementing programs for community service.
2. Kiwanians and Kiwanis clubs expand their involvement with young people to help them develop their greatest potential and achieve excellence through community service.

EXCESS GOVERNMENT - A CONTRIBUTION TO INFLATION

Law-making bodies and appointed bureaus and agencies in many areas of the world have been overly zealous in their creation of laws, statutes, regulations, inspecting bodies and reporting commissions that have caused a direct increase in the cost of living. The multiplicity of regulatory agencies, with their overlapping areas of activity, their redundant reporting requirements and conflicting ordinances, contribute to the spiraling inflation that most nations are suffering. This burgeoning bureaucracy has not improved the quality of government, but has increased the price of goods and services to the consumer.

It is incumbent upon Kiwanis and Kiwanians to take steps to reverse this costly governmental impact on inflation.

THEREFORE, BE IT RESOLVED THAT:

1. Kiwanis Clubs have elected officials at the local, regional, state, provincial and federal levels attend regular club meetings in order to be personally apprised of the positions of their Kiwanis-family constituents concerning the impact of an escalating bureaucracy on the local economy.
2. Kiwanis Clubs, through their Citizenship Services and Public Relations Committees, undertake projects that will make the citizens of their communities aware of the high percentage of consumer prices which is attributable to government-induced costs.

HIGHWAY SAFETY VS. ALCOHOL

The combination of drinking and driving is the ultimate insult to ourselves, our loved ones and our fellow man.

Think of the potential consequences of a highway accident--injury or death to those involved---possible financial disaster to the family.

Why do we persist in this suicidal behavior?

Our commitment to mankind demands our personal response.

THEREFORE, BE IT RESOLVED THAT:

1. Kiwanians lead the way to greater highway safety by discouraging motorists from driving a motor vehicle when judgment and the ability to function properly have been impaired by the use of alcohol.
2. Kiwanis clubs provide a highway safety reminder at each regular club meeting.

CPR: A LIFESAVING ACTION

Cardiovascular Pulmonary Resuscitation (CPR) has been shown to be an effective emergency technique to sustain life until professional medical help can be obtained.

Many local community emergency aid units offer CPR training to groups such as Kiwanis Clubs, youth groups, school classes, and other community organizations.

THEREFORE, BE IT RESOLVED THAT:

1. All Kiwanis Clubs promote, support, and encourage the education of local citizens in the technique of Cardiovascular Pulmonary Resuscitation.
2. Every Kiwanian, where possible, set an example in the community by availing himself of the CPR training.

- 9 -

DRUG ABUSE - A CONTINUING PROBLEM

The indiscriminate and illegal use of drugs continues to be a problem in our society and is of great concern to us.

THEREFORE, BE IT RESOLVED THAT:

1. Kiwanis clubs continue to implement Operation Drug Alert programs, especially as they pertain to the education of parents, young people and the community and to the provision of qualified counseling.
2. Kiwanis clubs continue their support for drug control laws and their enforcement.

INTERNATIONAL COMMITTEE ON RESOLUTIONS

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RESOLUTIONS

64TH ANNUAL CONVENTION OF KIWANIS INTERNATIONAL TORONTO, ONTARIO JULY 1-4, 1979

Proposed resolutions will be presented for action by the delegates to the 64th Annual Convention of Kiwanis International in Toronto, Ontario, July 4, 1979, 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.

Kiwanis International
101 East Erie Street
Chicago, Illinois 60611

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 Wednesday morning, July 4, 1979, at the 64th Annual Convention of Kiwanis International in Toronto, Ontario.

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 input from 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 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.

8. CPR: A LIFESAVING ACTION

Cardiovascular Pulmonary Resuscitation (CPR) has been shown to be an effective emergency technique to sustain life until professional medical help can be obtained.

Many local community emergency aid units offer CPR training to groups such as Kiwanis Clubs, youth groups, school classes, and other community organizations.

THEREFORE, BE IT RESOLVED THAT:

1. *All Kiwanis Clubs promote, support, and encourage the education of local citizens in the technique of Cardiovascular Pulmonary Resuscitation.*
2. *Every Kiwanian, where possible, set an example in the community by availing himself of the CPR training.*

9. DRUG ABUSE—A CONTINUING PROBLEM

The indiscriminate and illegal use of drugs continues to be a problem in our society and is of great concern to us.

THEREFORE, BE IT RESOLVED THAT:

1. *Kiwanis clubs continue to implement Operation Drug Alert programs, especially as they pertain to the education of parents, young people and the community and to the provision of qualified counseling.*
2. *Kiwanis clubs continue their support for drug control laws and their enforcement.*

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."

6. EXCESS GOVERNMENT— A CONTRIBUTION TO INFLATION

Law-making bodies and appointed bureaus and agencies in many areas of the world have been overly zealous in their creation of laws, statutes, regulations, inspecting bodies and reporting commissions that have caused a direct increase in the cost of living. The multiplicity of regulatory agencies, with their overlapping areas of activity, their redundant reporting requirements and conflicting ordinances, contribute to the spiraling inflation that most nations are suffering. This burgeoning bureaucracy has not improved the quality of government, but has increased the price of goods and services to the consumer.

It is incumbent upon Kiwanis and Kiwanians to take steps to reverse this costly governmental impact on inflation.

THEREFORE, BE IT RESOLVED THAT:

1. *Kiwanis Clubs have elected officials at the local, regional, state, provincial and federal levels attend regular club meetings in order to be personally apprised of the positions of their Kiwanis-family constituents concerning the impact of an escalating bureaucracy on the local economy.*
2. *Kiwanis Clubs, through their Citizenship Services and Public Relations Committees, undertake projects that will make the citizens of their communities aware of the high percentage of consumer prices which is attributable to government-induced costs.*

7. HIGHWAY SAFETY VS. ALCOHOL

The combination of drinking and driving is the ultimate insult to ourselves, our loved ones and our fellow man.

Think of the potential consequences of a highway accident—injury or death to those involved—possible financial disaster to the family.

Why do we persist in this suicidal behavior?

Our commitment to mankind demands our personal response.

THEREFORE, BE IT RESOLVED THAT:

1. *Kiwanians lead the way to greater highway safety by discouraging motorists from driving a motor vehicle when judgment and the ability to function properly have been impaired by the use of alcohol.*
2. *Kiwanis clubs provide a highway safety reminder at each regular club meeting.*

PREAMBLE

It is appropriate for Kiwanians to give expression from time to time to their ideals, their concerns, their hopes and their plans. This we do here through the adoption of resolutions.

We do not choose to be absolutely of one mind. In adopting resolutions, we are not asked to relinquish convictions gained from personal experience, loyalties to our respective nations and cultural heritages, or any of our cherished religious, political, or philosophical principles, which shall be ever diverse in a free society.

We seek rather to identify and give expression to our unity amid diversity, our common purpose amid multipurpose, and our agreement in principle amid the varied options for implementation. We seek by resolution to identify broad and open roads which, though we may travel in small groups and with differing itineraries, lead us surely toward the same destination of a better world for all.

More than two thousand years ago, the great Roman statesman Cicero observed: "There is no surer tie among friends than when they are united in their objects and wishes."

In this spirit, your Committee on Resolutions now proposes the following for your discussion and adoption. We have reason to believe that they do, in fact, represent our common objects and wishes in 1979. We believe, moreover, that they must be at the heart of our agenda for the 1979-80 administrative year.

1. OUR SPIRITUAL COMMITMENT

Kiwanis International upholds the right of both private and public expression of belief in a Supreme Being. The first Object of Kiwanis is "To give primacy to the human and spiritual, rather than to the material values of life."

THEREFORE, BE IT RESOLVED THAT:

1. *Kiwanians insist that every level of government provide support for the continuation of public expression of belief in God.*
2. *Kiwanians vigorously oppose any attempt, by an individual or any group of individuals, to restrict the right of public expression of belief in our Creator.*

2. RIGHT START

The idealism, the principles, and the philosophy of life which characterize Kiwanians can only be imparted to children and youth through our association and interaction with them.

It is our responsibility to seek out and respond to opportunities for such association and interaction, and thereby provide the "right start" during the important formative years.

THEREFORE, BE IT RESOLVED THAT:

1. *Kiwanis International give emphasis in its 1979-80 service programming to activities which will bring about close and enjoyable association between Kiwanians and young people on a one-to-one basis.*
2. *Kiwanis clubs urge responsible adults of their communities to seek out ways to create similar individual relationships.*

3. THE FAMILY: KEYSTONE OF SOCIETY

The family unit has long been recognized as the backbone of our society, but direct and subtle pressures are substantially weakening both the authority of parents and the responsiveness of children. Passive acceptance of parenthood without marriage, perverse or promiscuous sexual practices, rising divorce rates, pornography, and immoral entertainment both outside and inside the home has deterred many from meeting individual responsibilities as family members.

Independence must not be allowed to cancel interdependence; liberty must not be confused with license.

THEREFORE, BE IT RESOLVED THAT:

1. *Kiwanians implement within their own families those actions, activities and restraints which will uplift the dignity, morality, and spirituality of the individual family members.*
2. *Kiwanis clubs aggressively oppose those forces in the local community which threaten and undermine the integrity of the family.*
3. *Kiwanis clubs schedule programs designed to identify and help alleviate typical family problems.*
4. *Kiwanis clubs accentuate the positive, exemplified by such activities as participation in Family Day each year, honoring outstanding families, or publicly proclaiming that "families who pray together stay together."*

4. THE MAN WHO WEARS THE "K"

Kiwanis membership should be a way—a way for a man to become actively involved in community service—a way for a man to acquire new friends with whom he can enjoy a continuing experience of rich fellowship—a way for a man to keep his attention focused upon the ideals of Kiwanis and the quality of life they reflect. Kiwanis membership should be a growth experience for every member.

It is incumbent upon Kiwanis club officers and committee chairmen to provide the leadership which assures that every member has a continuous opportunity for personal involvement in service and for personal life enrichment.

THEREFORE, BE IT RESOLVED THAT:

Kiwanis club leadership assure planned programs and activities which will make available:

1. *Continuing Kiwanis education so that every member can answer the question: "What Is Kiwanis?"*
2. *Continuing opportunities for every member to become personally involved in service projects so that, in addition to helping others, he may develop new skills of leadership and gain a feeling of personal achievement.*
3. *Continuing fellowship experiences for every member at club meetings and other Kiwanis occasions.*
4. *Continuing life enrichment through special presentations of club meeting programs, especially those related to music, drama, and the other arts and humanities.*

5. BUILD WITH YOUNG PEOPLE

Community service recognizes no age limitations. Kiwanians have long recognized a partnership with young people. Development of self reliance, initiative, excellence, and leadership are basic to serviceable citizenship.

THEREFORE, BE IT RESOLVED THAT:

1. *Kiwanians and Kiwanis clubs actively join with Circle K, Key Clubs, Keywanettes, Builders Clubs and other Kiwanis-related youth groups in selecting, planning and implementing programs for community service.*
2. *Kiwanians and Kiwanis clubs expand their involvement with young people to help them develop their greatest potential and achieve excellence through community service.*

MESSAGE OF THE PRESIDENTTO THEINTERNATIONAL BOARD OF TRUSTEESMay 4, 1979

This is the time when we need to evaluate our progress for the 1978-79 administrative year which is now over one-half completed. It is necessary that we appraise what has been done and what needs to be done to make this year one of growth and achievement. This meeting of the Board is a very vital one in helping to determine where emphasis needs to be placed in assuring the success of this administrative year. Each of us has a significant responsibility to give his very best effort toward attaining the goals we have established. With continued team effort I am confident that our year will be one of which we can all be proud. I sincerely appreciate what each of you has done and, hopefully, will do as we continue our progress toward our objectives.

PRESIDENTIAL VISITS

My official visits to districts have been a source of real satisfaction. Twenty-six visits have been completed as of this Board meeting. The remaining four on the North American continent will be completed this month.

In each case I had the privilege of meeting with the district leadership. All sessions were exceptionally well attended. The discussions were both enlightening and productive. New club building and membership growth were among subjects that received considerable attention as was attendance at the International convention. I gained a real sense of optimism from those meetings with the district boards.

It is most gratifying to report the excellent coverage by the media that Kiwanis has received during my presidential visits. It has been much more extensive than anticipated.

Another series of extremely interesting visits is taking me to the headquarters of several of the youth organizations with which Kiwanians have been working through the years. Last winter I visited F.F.A. in Washington and Boy Scouts in North Brunswick, New Jersey. I visited the Camp Fire Girls in Kansas City on April 20 and plan on visiting the headquarters of the National 4-H Council here in Chicago during these next few days. On May 22 I plan to visit Girl Scouts and Boys' Clubs in New York City, presenting a special Kiwanis International appreciation plaque to each organization.

Future presidential visits will include attendance at the Kiwanis International-Europe Convention in Innsbruck, Austria in June. Other stops in Kiwanis countries will be scheduled on the same trip.

REGIONAL CONFERENCES FOR GOVERNORS

All four Regional Conferences for Governors were completed by March 1st. This year's meetings were held in Chicago, Dallas, Washington, D.C. and San Francisco. All governors attended with but one exception. I was very ably assisted in these conferences by Secretary Reg and Assistant Secretary Fay.

No opposition whatsoever was expressed to the proposed subscription rate increase for the Kiwanis magazine. Membership growth and new club building were subjects

that were thoroughly discussed. The governors reflected optimism on the general growth outlook for the year. Many other subjects were well covered in our discussions. These conferences provided an excellent vehicle for the exchange of ideas and how problems may be solved and I consider them to have been extremely valuable.

VISIT WITH THE PRESIDENT OF THE UNITED STATES

It was my privilege to be invited to visit President

Carter in the Oval Office of the White House on March 22nd. The invitation was arranged by Darrell Coover, who accompanied me on my visit with the President.

I congratulated President Carter for his leadership and personal effort in connection with the peace treaty in the Middle East. The treaty was to be signed at the White House on the Monday following my visit. I drew his attention to the fact that we have Kiwanis clubs in Israel and that by the end of May, we expect to have a new club in Egypt. Even though he is not a Kiwanian, this seemed to be of considerable interest to him.

In behalf of Kiwanis International I presented the President with a piece of scrimshaw. This gift consisting of an engraving of a sailing ship on a whale's tooth, was planned with his U.S. Navy experience in mind. He expressed considerable delight with the gift and during our visit revealed a surprising degree of knowledge of Kiwanis and our world wide objectives.

SPECIAL COMMITTEE ON KIWANIS INTERNATIONAL STRUCTURE

Chairman Jim Moler and the members of his

committee held their second meeting here in Chicago April 28-29 and have combined their best thinking into a report which Jim is here to bring us this evening. We are deeply indebted to Past Presidents Roy Davis, Bill Eagles, Ted Johnson and Albert Tully for their service on this committee and our special gratitude goes to Chairman Jim who has returned after only two days at home in order to serve on the Resolutions Committee and then be with us tonight.

CARIBBEAN TRIP

In early April I made a trip to Kiwanis Clubs in Aruba, Curacao and Puerto Rico in the Caribbean area. I have filed a separate report which you will receive as a part of the International Extension Report.

GROWTH

Although Secretary Reg will be bringing us the details in the Report of the Secretary, I want to express my deep sense of satisfaction with the fact that our latest trend figures now show us having passed the 300,000 mark in all classes of membership. Some of these members have come to us through the new clubs that have been built thus far. The number of new clubs is not yet up to the sizzling pace set last year but, both in membership growth and new club building, I feel confident that if we all work with our districts and encourage our district governors and their district teams to put forth still greater effort in our remaining five months, we can equal or even exceed last year's record. I know I can count on each of you to help do just that.

Wherever I go in my official visits I hear praise for our new "What Is Kiwanis?" folder and I honestly feel that new membership tool is having a favorable effect on our membership growth.

Another element of growth is the extension of Kiwanis into new lands and I am most pleased at the news that we are now in Greece and, hopefully, will soon have our first Kiwanis club in Cairo, Egypt.

SPONSORED YOUTH

Both of our sponsored youth organizations are enjoying a good year under the leadership of Presidents Billy Songer of Key Club International and Paul Frantz of Circle K International. I have been very gratified to see members of Circle K and Key Club in attendance at the banquets on my official visits to districts. In each of these visits I have made sure to restate my affection and support for these sponsored youth organizations, the pride of Kiwanis International.

Builders Clubs are continuing to increase in number of clubs and in membership, which is most gratifying to me, especially in view of our emphasis on RIGHTSTART, The Formative Years. The acceptance of our program has been uniformly excellent and throughout my travels I have been asked to urge Kiwanis International to continue this program into future years.

TORONTO CONVENTION

All indications are that we shall see record numbers of Kiwanians and their families in Toronto come July 1. Toronto seems to be one of the top favorite convention cities among Kiwanians and I know you share my delight at the good news on advance registration and the rapid sale of tickets to see Bob Hope on Monday's Superstar Night.

BUDGET

There is no doubt that the single most important area of concern at this Board meeting is that of finance and particularly the adjustment of our current budget and agreement upon the details of our 1979-80 budget. Each committee has been asked to devote a full hour to working with Comptroller Bob and Secretary Reg on its area of the budget responsibility and the Finance Committee itself will be meeting on Monday evening as long as it proves necessary to bring the whole budget together. A lot of hard work has gone into the preparation of material for this special effort and I would like to thank all concerned for their dedication to a difficult task.

APPRECIATION

Secretary Reg and his entire staff have been a superb support team in every way as I carry out my responsibilities as president. I am extremely proud to have the privilege of working with this Board, along with the members of the General Office Staff. I express my personal gratitude and appreciation to each and every one for the unselfish contributions made for the growth and welfare of our great organization.

HILMAR L. "BILL" SOLBERG
President

MESSAGE OF THE PRESIDENT-ELECT
TO THE
INTERNATIONAL BOARD OF TRUSTEES

May 4, 1979

Thank you for the time and attention you have devoted to the preparation of next year's budget. Your zeal as evidenced by the volume of correspondence and attention to detail will result in substantial financial benefits, not only for next year but in the years to come.

All committee chairmen attended the March Conference in Chicago with the exception of Art DeLorenzo of New Jersey, next year's Resolutions Committee Chairman, who was recovering from open heart surgery at the time. Some of the results of this meeting will be presented as recommendations to your various committees. Other results with recommendations and plans will possibly influence the future course of Kiwanis.

The governors-elect of all districts except Japan, together with the president-elect of Kiwanis International - Europe and two council presidents attended the training conference in Chicago in March. The staff did their usual fine job under the direction of Percy Shue as did Chairman Drew and his Board Committee on Leadership and Council. This conference improves annually and we already have suggestions which will improve next year's training. I challenged these men to build one new club and get one new member personally prior to October 1st. So far twelve of them have reported new members and four are actively involved in new club organization.

I attended the Benelux-France-Monaco District Convention in Brussels, at no cost to Kiwanis International. It was interesting, enjoyable and reinforced my desire to have Board members as counselors to all districts. We can no longer ignore the need to have first hand knowledge of our members' desires and activities, nor can we

continue to shirk this responsibility because "it costs too much." We must establish our priorities and reallocate our resources in accordance with these priorities. Funds will be made available from the President-elect's budgeted travel and certain other suggested changes which will make it possible for a Board member to attend all overseas conventions and act as counselor. Your advice and help in effecting this is solicited and will be appreciated.

I sincerely appreciate the enthusiastic support of you and the staff in the formulation and organization of next year's program.

Respectfully submitted,

Mark A. Smith, Jr.
President-elect

REPORT OF THE SECRETARYTO THEINTERNATIONAL BOARD OF TRUSTEESMay 4, 1979

At the beginning of the eighth month of our 1978-79 administrative year it is my privilege to report in detail on the various aspects of this year. Thanks to President Bill and the members of this Board, it is developing into a good year, with several interesting areas of record-breaking accomplishment. RIGHTSTART, our major emphasis program for this year, has been well accepted with specific projects having been reported by approximately two thirds of our clubs. With the addition of Greece to our Kiwanis countries since the last Board meeting, we are now in sixty-nine countries. Egypt and Senegal are planned for organization well before the International Convention.

TORONTO CONVENTION Our advance registration statistics for Toronto are coming in at a record-breaking pace, exceeding last year's by a wide margin and also exceeding advance registrations for the Dallas Convention in 1977. Registrations as of May 3 show 5,267 men and 4,349 women, for a total of 9,616. Last year's total on this date was 7,724 and the Dallas total a year earlier was 8,262. Three districts have exceeded their quota with several others approaching that goal. Chairman Jack Wadland is working closely with Eastern Canada and the Caribbean District Governor Clint Whitfield to increase advance registrations in the host district. Four of the clubs in the Toronto areas have exceeded the 100% registration mark and we are assured that the rate of advance registration there will pick up very soon.

Tickets for the Monday night Bob Hope Show are being purchased so rapidly that we may be sold out well before the Convention. When this report was being prepared 8,758 tickets had been sold. Our anticipated seating capacity for Superstar Night is between 9500 and 9800.

PROGRAM PLANNING CONFERENCE Two most important meetings were held in Chicago during the month of March. The first of these was the Program Planning Conference which brought our 1979-80 International Committee Chairmen in from throughout the Kiwanis world, including one from South America, one from New Zealand, and one from Switzerland. These top Kiwanians, under the leadership of President-elect Mark and the Program Development Committee of the Board, spent the two and a half days in most profitable discussion of new ways of achieving the goals of Kiwanis International. The various recommendations which resulted from that conference have been assigned to appropriate Board committees for consideration at this meeting.

GOVERNOR-ELECT CONFERENCE The second important meeting in March was held at the Sheraton Plaza Hotel in Chicago and saw every Governor-elect but one in attendance, together with Kiwanis International-Europe President-elect Claude Berr. The single absentee was Governor-elect Kitaura of the District of Japan whose schedule made it impossible for him to attend. Arrangements are being made by President-elect Mark to have Governor-elect Kitaura come to Chicago at a later date for essential training in the areas of administration and program. President-elect Mark presided over our conference and, with the excellent assistance of the members of the Board Committee on Leadership and Council, provided the 1979-80 class of district governors with the knowledge and inspiration which should give them the success in their districts which they all so earnestly desire.

CONFERENCE FOR
DISTRICT SECRETARIES

Twenty-three district secretaries and one district secretary-designate attended this year's Conference from April 10 to 12 here in the General Office. This conference provides a much needed opportunity for discussion of mutual problems by the district secretaries and members of the General Office Staff. As has been the case each year, a great many subjects were discussed and all who attended expressed strong approval for continuing this conference in future years.

MEMBERSHIP

The Trend Membership figure as of March 31, 1979 was an APS membership of 296,617, including 10,273 members in Kiwanis International-Europe. This, added to an Honorary Membership total of 3,456, brings the total trend membership figure to 300,073, a new high for our membership.

The total number of New Member Adds for the first six months of the 1978-79 administrative year was 29,420, which compares with 29,081 for the same period last year. We are averaging 4,903 new member adds per month this year. Last year we averaged 4,846 per month. It would certainly seem that a certified membership of 300,000 members could be reached by the end of this administrative year but achieving it will require a concentrated effort on growth.

NEW CLUB BUILDING

As of the date of this report 208 new clubs have been built throughout Kiwanis International this year, compared to 226 built to this date last year. One hundred and forty-one new Kiwanis clubs have been organized in the twenty-eight districts comprising the United States; 7 in the Eastern Canada and the Caribbean District; 6 in Andean; 1 in Australia; 1 in New Zealand (co-sponsored with Australia); 6 in Philippine Luzon; 2 in Philippine South; 6 in the Republic of China; and 4 in non-districted areas.

Kiwanis International-Europe has thus far organized 2 in Austria-Germany; 14 in Benelux-France-Monaco; 3 in Iceland; 4 in Italy; 3 in Norden; 7 in Switzerland-Liechtenstein; and 2 in non-districted areas of Kiwanis International-Europe.

Japan, New Jersey and Western Canada have not yet organized a new Kiwanis club this year.

The new club building pace has been good in spite of the severe winter weather. May of last year was an extremely good month for the building of new clubs for a total of 52. The outlook for May of this year is very good and we could equal last year. With concerted effort and the cooperation of some of the districts that have been slow in starting, our new club building record for the 1978-79 year could still equal or better that set last year. The continued help of all members of this Board in achieving our growth goal will be deeply appreciated.

CIRCLE K

Circle K's statistical report shows a slight membership increase, with 11,514 members this year compared to 11,473 at this time last year. Total charters stand at 718, compared to 670 last year. 57 new clubs have been built this year whereas last year's record-breaking total to date was 69 new clubs. It is interesting to note that, since the admission of women into Circle K, the ratio in membership is just about even -- 50% men and 50% women.

KEY CLUB

Key Club now has 65,892 male members and 20,923 female members. The total membership of 86,905 compares favorably with 81,769 last year at this time. The total number of clubs is 3,581 compared to 3,571 a year ago. 132 new clubs have been built compared to 115 at this time last year. This is

the best new club building pace in some years and, if the trend continues, Key Club will show a net club growth for the full year instead of the losses shown in recent years.

20TH BIRTHDAY OF
GENERAL OFFICE

On Tuesday, March 13 -- twenty years to the day from the date the General Office Staff moved into 101 East Erie Street from the 520 Building -- we celebrated the occasion with appropriate ceremony. President Bill, President-elect Mark, and Past International President Whitey Witthuhn were among the principal speakers. The latter was the Chairman of the Board Committee which was responsible for overseeing the building project. Remarks were also made by architect Larry Smith, Louis Sudler Sr., original head of The Sudler Company which still oversees the property, and Joe Papp, our first engineer at 101 East Erie. It was a most enjoyable occasion and marked twenty happy years of service to Kiwanis by a great many members of the General Office Staff.

KIWANIS INTERNATIONAL
FOUNDATION

The 1979 Birthday Campaign is proving to be another record-breaker, with contributions totaling \$187,948 at this point. Since that is only \$837 less than the total amount contributed last year we know that a new record will be set and that the total may exceed \$200,000 this year which is Harry Himmel's last year as President of the Kiwanis International Foundation.

Plans for the dedication of the Foundation's Rehabilitation Center in Manila are nearing completion, except for the setting of the actual date. However it is planned for near the end of July in order to coincide with President Bill's visit to the Philippine Luzon District.

"WHAT IS KIWANIS?" BOOKLET

When plans were being made for the printing of the new "What Is Kiwanis?" booklet as suggested by President Bill, we had some concern as to whether 300,000 copies might be too many for the initial printing. You will be happy to learn that since the last Board meeting, when we had only a few samples to share with you, all 300,000 of the initial printing have been ordered by Kiwanis clubs, revealing the evident need for that type of booklet. The material in the first printing has been condensed in order to make it possible to enlarge the printing so that the second edition is completely readable.

ROTARY/LIONS/KIWANIS OPEN HOUSE

For many years we have discussed the possibility of getting the staffs of Rotary, Lions and Kiwanis International together for an informal discussion of mutual problems. On Wednesday, April 25, the General Office was the scene of that gathering, numbering 48 top staff people from the three organizations. Our visitors were greeted at our front door at 9 a.m. and escorted to the office of their Kiwanis counterparts. After a tour of the Building, they returned to the individual offices for discussion of matters related to their responsibilities in the three organizations. At 11:45 we all went to the Hampshire Room of the Sheraton Plaza for a no-host luncheon and further comparison of notes on a multiplicity of topics. All concerned gave top evaluation to this session and Rotary has already announced its intention to host a similar gathering next year.

KIWANIS HISTORY
MANUSCRIPT

Associate Secretary Emeritus Larry Hapgood has been working diligently on the Kiwanis History which he has agreed to write for Kiwanis International. He indicates that he is now entering the period of his research where the opinions of both current as well as past officers will be most valuable. He hopes to accomplish several essential interviews at the time of the Toronto Convention.

Since the experience of the first six months has proven that research and writing will take longer than originally estimated, Larry reports that it will take well into the second year before the project is finished. However he is maintaining the agreed upon ratio of cost to work so this will have no effect on the total budget contained in the agreement between Larry and Kiwanis International.

In conclusion, Larry assures the Board of his enjoyment of the task assigned and indicates he will in the near future be asking for the assistance of all in determining the milestones along the Kiwanis trail which, to the majority at least, seem to deserve attention and careful treatment in the manuscript.

FINANCE In the period of time since the February meeting of this Board all department heads, and particularly Comptroller Bob Kavanagh and I, have been concentrating our efforts on the 1979-80 budget and on required adjustments to the 1978-79 budget, both of which will be thoroughly discussed at all but one of our Board Committee meetings by all concerned. Our financial picture for this year has improved since the last Board meeting. A most recent factor was the receipt of our second annual royalty check from Benson's -- this one in the amount of \$12,790.99, a welcome and unbudgeted addition to the income side of our budget. Other very encouraging areas are the fact that magazine advertising income is continuing to exceed estimates and the excellent prospects for a highly successful convention in Toronto.

Respectfully submitted,

R. P. "REG" MERRIDEW
International Secretary

GENERAL OFFICE ADMINISTRATIVE ACTION

May 4 - 8, 1979

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

<u>CLUB</u>	<u>NUMBER OF MEMBERS</u>	<u>ORG. DATE</u>	<u>LISTED AS NOT-MEETING</u>
Central Brevard, Florida	24	9-29-75	1-23-79
Latin American-Tampa, Florida	2	3-23-76	1-23-79
Wrentham-Norfolk, Massachusetts	14	10-3-77	1-23-79
Ephrata Area, Pennsylvania	20	9-20-78	1-23-79
Fairmount-Philadelphia, Pennsylvania	9	10-1-77	1-23-79
Golden K, Berks County, Reading, Pennsylvania	5	9-18-78	1-23-79
Upper Chesapeake, Essex, Maryland	10	3-26-47	1-26-79
Cabancalan, Philippines	20	8-28-77	1-26-79
Compostela, Davao, Philippines	23	12-2-74	1-26-79
Diplog North, Diplog City, Philippines	26	11-9-75	1-26-79
Escalante, Philippines	20	9-30-77	1-26-79
Metro Iloilo, Iloilo City, Philippines	20	9-30-77	1-26-79
Oton, Iloilo City, Philippines	20	9-30-77	1-26-79
Silay City, Philippines	20	9-28-77	1-26-79
Golden K, North Bergen, New Jersey	10	9-30-76	2-15-79
Golden K, North Hudson, New Jersey	19	10-30-75	2-15-79
North Arlington, New Jersey	10	10-27-64	2-15-79
Northern Valley, Closter, New Jersey	10	9-12-74	2-15-79
Princeton, New Jersey	17	9-16-55	2-15-79
Camas-Washougal, Washington	22	6-8-23	2-15-79
Wazzu Wakers, Pullman, Washington	11	9-18-72	2-15-79
Lafayette, Tennessee	18	3-14-75	2-27-79
Dunbarton-Pickering Township, Ontario	14	3-22-48	2-27-79
Maisonneuve, Montreal, Quebec	9	11-27-57	2-27-79
Fishers, Indiana	20	1-18-78	2-28-79
Owensville, Indiana	25	8-11-77	2-28-79
Corning, California	6	5-19-76	3-13-79
Newark, California	18	10-9-53	3-13-79
Guilford College, North Carolina	10	3-26-68	3-13-79
Mahnomen, Minnesota	20	5-2-77	3-13-79
Lexington, Missouri	10	5-13-64	3-13-79
Perry, Missouri	10	11-15-40	3-13-79
North Hills, North Little Rock, Arkansas	7	3-19-64	3-13-79
Susitna Valley, Talkeetna-Willow, Alaska	6	12-9-75	3-13-79
Owen, Wisconsin	25	7-11-44	3-13-79
Greenville, Florida	19	3-30-77	3-27-79
Kings Point West, Golden K, Florida	32	2-4-77	3-27-79
Laurel, Indiana	9	8-26-74	3-27-79
Dunlap, Iowa	4	10-24-74	3-27-79
Montalban, Rizal, Philippines	20	7-9-77	3-27-79
Varennnes-Boucherville-Vercheres, Quebec	40	1-13-69	3-30-79
Needham, Massachusetts	25	3-24-59	3-30-79
Maynard, Massachusetts	22	9-11-78	3-30-79
Needham, Massachusetts	20	3-13-78	3-30-79
Roadrunner, Tucson, Arizona	15	6-11-74	3-30-79
Oakley, Kansas	23	11-8-77	4-12-79
Colstrip, Montana	13	6-6-74	4-12-79

CLUB	NUMBER OF MEMBERS	ORG. DATE	LISTED AS NOT MEETING
Terry, Montana	16	4-18-74	4-12-79
Hastings-On-Hudson, New York	12	8-6-74	4-12-79
Putnam County, New York	14	9-18-39	4-12-79
La Plata, Argentina	20	4-8-69	4-12-79
Bethel-East Fork, Ohio	26	11-29-77	4-23-79
Columbia, Portland, Oregon	15	8-8-60	4-23-79
Deer Park, Texas	15	4-16-71	4-23-79
Wills Point, Texas	14	11-2-76	4-23-79

b. Organization of new clubs:

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Grimsey, Grimur, Iceland	6/3/78	24
Calumpang, General Santos City, Philippines	11/29/78	27
Claremont, St. Ann, Jamaica	12/11/78	28
Liege-Condroz, Belgium	1/20/79	21
Buhi, Camarines Sur, Philippines	1/21/79	44
Loreto, Baja California, Mexico	1/22/79	28
Gloucester, Ontario, Canada	1/23/79	25
Paris, Early Risers, Illinois	1/29/79	53
Waynedale, Indiana	1/30/79	20
Sullivan, Indiana	1/30/79	24
Catalina Foothills, Tucson, Arizona	2/1/79	20
Chandler, Oklahoma	2/1/79	20
North Olmsted, Great Northern, Ohio	2/1/79	20
Foothills, Yuma, Arizona	2/3/79	21
Camalig, Albay, Philippines	2/4/79	21
Cogolin Golfe De Saint-Tropez, France	2/6/79	20
Loves Park, Illinois	2/6/79	20
Jonesville, Louisiana	2/6/79	20
San Juan Capistrano, California	2/7/79	20
Vielsalm, Belgium	2/10/79	20
Marseille Vieux-Port, France	2/12/79	23
Council Bluffs-Kanesville, Iowa	2/12/79	20
Key Biscayne, Florida	2/12/79	21
Lee County, Auburn, Alabama	2/13/79	22
Davenport, Washington	2/13/79	22
Picayune, Mississippi	2/15/79	23
Kristiansand, Norway	2/16/79	22
Pablo, Jacksonville Beaches, Florida	2/16/79	20
Jura, Switzerland	2/19/79	20
Asgardstrand, Norway	2/19/79	20
Barrancabermeja, Santander, Colombia	2/19/79	23
Askim, Norway	2/20/79	20

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
South Seoul, South Korea	2/20/79	35
Ng Yuan, Taiwan, Republic of China	2/20/79	20
Fairmont, North Carolina	2/22/79	21
Sterling Heights, Michigan	2/27/79	20
Cosmopolis, Washington	2/27/79	24
Sardis, British Columbia, Canada	2/27/79	20
Watertown-Oakville, Connecticut	2/28/79	22
Chesterton-Duneland, Indiana	3/1/79	20
Lone Oak, Kentucky	3/1/79	26
Mesa-Roadrunners, Arizona	3/2/79	22
Minneapolis, Kansas	3/3/79	20
Milazzo, Italy	3/3/79	25
Como, Italy	3/5/79	20
Orem Golden K, Utah	3/5/79	20
Ajax-Pickering, Ontario, Canada	3/6/79	22
Los Puentes, Honda, Tolima, Colombia	3/6/79	25
Chicago, Breakfast, Illinois	3/7/79	20
Burlington, Kansas	3/7/79	21
Welwyn, Hertfordshire, England	3/7/79	20
Rainier, Oregon	3/7/79	22
Pereira, Risaralda, Colombia	3/7/79	21
Montgomery County, Blacksburg, Virginia	3/8/79	26
River City, Wetumpka, Alabama	3/8/79	26
Gurdon, Arkansas	3/8/79	21
Athens, Greece	3/8/79	25
Lyder, Golden K, Texas	3/13/79	20
Stamford, Texas	3/14/79	23
Carrizo Springs, Texas	3/15/79	23
Hewitt, Texas	3/15/79	20
Neiva, Huila, Colombia	3/15/79	21
Hermosillo, Sonora, Mexico	3/15/79	30
Portoviejo, Manabi, Ecuador	3/18/79	27
McKenzie River, Springfield, Oregon	3/19/79	24
Cromwell, Connecticut	3/19/79	23
Bath, VAMC, New York	3/20/79	22
Memphis, Mid-Town, Tennessee	3/20/79	21
South-Ridge Area, Milwaukee, Wisconsin	3/20/79	25
Jeanerette, Louisiana	3/21/79	22
Bath Area, Maine	3/22/79	21
Allendale, Kingsport, Tennessee	3/22/79	25
Tigaon, Camarines Sur, Philippines	3/23/79	22
Vienna, West Virginia	3/26/79	25
Zurich-Oerlikon, Switzerland	3/26/79	21
Lenore, Mingo, West Virginia	3/27/79	22
Union, Missouri	3/27/79	36
The Valley, Conyngham, Pennsylvania	3/28/79	20
Woodlawn, Ohio	3/28/79	20
Mt. Carmel-Kulpmont	3/29/79	22
Rheinfelden, Switzerland	3/29/79	23
Carre-Riposto, Italy	4/5/79	24
Niremont, France	4/6/79	20
Minneapolis, Southwest Suburban, Minnesota	4/9/79	22

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Chester, South Carolina	4/9/79	20
Caen, France	4/9/79	26
Dixon, Golden K, Illinois	4/10/79	20
Mauldin, South Carolina	4/10/79	20
Summerville, South Carolina	4/11/79	25
Richmond-Rosenberg Area, Texas	4/11/79	20
Jacksboro, Texas	4/12/79	24
Algona Golden K, Iowa	4/16/79	21
Airport, Seventy-nine, Portland, Oregon	4/16/79	20
Susquehanna, Independence, Missouri	4/17/79	22
Butte, Plaza, Montana	4/17/79	20
Graceville, Florida	4/17/79	26
Lakeside, Metairie, Louisiana	4/20/79	20
La Rochelle, France	4/20/79	20
Kufstein, Austria	4/20/79	20
Paris-Vendome, France	4/20/79	21
Phoenix Sunburst, Arizona	4/21/79	22
Maumelle, Arkansas	4/23/78	20

c. Change of Kiwanis Club names

From Kiwanis Club of :

Berkeley, Ill.
 Deer Valley, Phoenix, Ariz.
 Marshall, All-American City, Tex.
 Norton Village, Ohio
 Riverside, Saginaw, Mich.
 Seattle Sunrisers, Wash.
 Shelton, Conn.
 State Fair, Detroit, Mich.
 Strathmoor-Northwest, Detroit, Mich.
 University City, Mo.

To Kiwanis Club of:

Berkeley-Hillside, Ill.
 Metro Center-Phoenix, Ariz.
 Marshall, All-America City, Tex.
 Norton, Ohio
 Saginaw, Riverside, Mich.
 Shoreline, Seattle, Wash.
 Shelton-Derby, Conn.
 State Fair-Berkley, Mich.
 Detroit-Northwest, Mich.
 Clayton-University City, Mo.

d. Club Incorporations completed:

Adco, Stilwell, Okla.
 Black Canyon, Montrose, Colo.
 Boring, Ore.
 Broken Arrow, Okla.
 Camanche, Ia.
 Cambridge City, New Day, Ind.
 Canton, Ill.
 De Anza, Cupertino, Cal.
 Downers Grove, Breakfast, Ill.
 East Cooper, Mt. Pleasant, S. C.
 Ellsworth, Kans.
 Estherville, Ia.
 Everett, Golden K, Wash.
 Fall River, Mass.
 Four Rivers, Homosassa Springs, Fla.
 Freeport, Grand Bahama
 Grand Forks, B. C.
 Kokomo Sunrisers, Ind.
 Macon County, Tuskegee, Ala.

Medina Breakfast, Ohio
 Metropolitan Marietta, Ga.
 Milledgeville, Old Capital, Ga.
 Mooresville, Ind.
 North Clackamas, Milwaukie, Ore.
 Oregon City, Hilltop, Ore.
 Osage, Ia.
 Panama City East, Fla.
 Rainesville, Ala.
 Red Wing Dawn Breakers, Minn.
 Saint Prime, Que.
 Selah, Wash.
 Sumter-Palmetto, S. C.
 Tampa Bay, Fla.
 Tetrapolitan Golden K, King City, Ore.
 Twin County, Golden K, Menominee, Mich.
 Verona, Va.
 Wausau, Golden K, Wis.
 Wilson-All American, N. C.

e. Circle K Clubs completed:

CIRCLE K CLUB

Warner Pacific College
Richard J. Daley College
Transylvania University
Virginia Wesleyan College
John A. Logan College
Yavapai College
Hillsborough Community College
Canisius College
Sinclair Community College
Dalton Junior College
Princeton University
Skidmore College
Grand Canyon College
McPherson College
Loyola University of Chicago
Rollins College
Jamestown Community College
Georgia College
Columbia College
Keystone Junior College
Lander College
New Hampshire College

KIWANIS SPONSOR

Mount Scott, Portland, OR
Oak Lawn & Chicago Lawn Area, IL
The Blue Grass, Lexington, KY
Harbor Front, Norfolk, VA
West Frankfort, IL
Prescott, AZ
Tampa Bay, FL
Buffalo, NY
Dayton, OH
Dalton, GA
Trenton, NJ
Saratoga Springs, NY
Camelback, Phoenix, AZ
McPherson, KS
North Shore, Chicago, IL
Central Florida, Seminole County, FL
Falconer, NY
Milledgeville, GA
Columbia, SC
Tunkhannock, PA
Greenwood, SC
Manchester, NH

f. Key Clubs:

KEY CLUBS COMPLETED

Ottawa High School
Good Counsel Academy
Clearwater Central Catholic High School
J. Frank Dobie High School
Deerfield Beach Senior High School
Campion College
St. Jago High School
Capistrano Valley High School
Tattnall Square Academy
Alta High School
Mohave High School
F. L. Schlagle High School
North Pulaski High School
Calhoun High School
Wayne High School
Fridley Senior High School
Polyvalente De Jonquiere High School
Mountain Empire Unified High School
Stroudsburg High School
C. E. Ellison High School
Post Falls High School
Laramie Senior High School

KIWANIS SPONSOR

Ottawa, KS
White Plains, NY
Clearwater East, FL
Pasadena, TX
Deerfield Beach, FL
Downtown Kingston, Jamaica
Spanish Town, Jamaica
Mission Viejo, CA
Ingleside, Macon, GA
Jordan Valley, Midvale, UT
Colorado River (The), Bullhead City, AZ
Kansas City, KS
Jacksonville, AR
Calhoun, LA
Wayne County, WV
Columbia Heights-Fridley, MN
Saguenay, Quebec, Canada
Mountain Empire-Campo, CA
Stroudsburg, PA
Harker Heights, TX
Post Falls, ID
Laramie, WY

Hermon High School
Guernsey Catholic Central High School
Grand Prairie High School
Heritage Hall High School
St. Charles High School
Rockwall High School
Middle Township High School
Avalon Academy
Charles C. Mason High School
Carbondale Community High School
Pendleton High School
Ellensburg High School
Trinity Christian Academy
Libby Senior High School
Northview High School
Sequoyah High School
Cumberland High School
Madonna Academy
Hammarskjold High School
East Rockford High School
Cedar Crest High School
Kewaskum Community High School
Conroe High School
Yucca Valley High School
Trinity Area High School
Omaha School
Tuskegee Institute High School
Bark River-Harris High School
Brunswick High School
Bigfork High School
Intermediate High School

A. Maceo Smith High School
Madonna High School
South Sumter High School
Montrose High School
Vidor High School
Pittsfield High School
Apex Senior High School
Madeira High School
Fort Deposit Academy
Crestwood Senior High School
McCutcheon High School
Iowa School for the Deaf
Lemon Bay High School
Minden High School
Muschett Secondary School
St. Albans High School
Mamaroneck Senior High School
Western Albemarle High School
South Macon High School
Childersburg High School
Camp Verde High School
James Baxter Hunt High School
Memphis Catholic High School
Ouachita Christian School

Bangor, ME
Cambridge, OH
Grand Prairie, TX
Uptown Oklahoma City, OK
St. John, La Place, LA
Lake Ray Hubbard, TX
Cape May Court House, NJ
Dillon, SC
Tulsa, OK
Early Bird of Carbondale, IL
Anderson, SC
Ellensburg-Rodeo City, WA
Dallas-North Park, TX
Kootenai, Libby, MT
Dothan, AL
Tahlequah, Tsa-La-Gi, OK
Cumberland, WI
Hallandale, FL
Metro-Thunder Bay, ON, Canada
Alpine, Rockford, IL
Lebanon, PA
Kewaskum, WI
Conroe, Friendly City, TX
Yucca Valley, CA
Washington, PA
Harrison, AR
Macon County, Tuskegee, AL
North Menominee County, MI
Brunswick, GA
Bayside, Bigfork, MT
Broken Arrow, OK

Dallas, TX
Weirton, WV
Bushnell, FL
Black Canyon, Montrose, CO
Greater Vidor, TX
Concord, NH
Cary, NC
Silverton-Kenwood, OH
Fort Deposit, AL
Cresco, IA
Lafayette, IN
Downtown Council Bluffs, IA
Englewood, FL
Minden, LA
Falmouth, Jamaica
Charleston & St. Albans-Nitro, WV
Mamaroneck, NY
Monticello Area, Charlottesville, VA
Macon County, Tuskegee, AL
Childersburg, AL
Camp Verde, AZ
Wilson-Wide Awake City, NC
Memphis, TN
Pacemaker City, Monroe, LA

St. Anthony Jr. - Sr. High School
Richland Northeast High School
Seminaire Saint-Michel
Ely High School
Crystal River High School
Sandia High School

Kihei-Wailea, HI
Columbia Northeast, SC
Rouyn, Quebec, Canada
North Broward, FL
Four Rivers, Homosassa Springs, FL
Albuquerque, NM

g. Incorporation of Kiwanis Club Foundations:

Walnut Creek, California
El Centro, California (re-instated by State)

h. Cancelled meetings:

Kiwanis Club of Southampton, Pennsylvania February 12 and 19, 1979
Kiwanis Club of Old York Road, Pennsylvania February 20, 1979

i. District Bylaw Amendments:

None

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

May 4-8, 1979

Date of Committee Meeting: May 5, 1979

Place of Committee Meeting: General Office

Present: Members - Allen M. Duffield, Egon Kuzmany
Chairman - Stephen H. Hart, Jr.
Staff members - Fay H. McDonald, Gerald W. Deas

Final Report of 1978-79 International Committee on Administration

Attached as Exhibit A, you will find the final report of the 1978-79 International Committee on Administration. We commend Chairman Art Renier and the members of his committee for the thoroughness and quality of the report. His committee is now reporting on two items which it retained for study from its first report.

One of the items retained for study was an Honor Kiwanian Award program which that committee now suggests might be identified as the "Distinguished Kiwanian Award." After careful study of the proposed award, this committee believes that it is not in order at this time to present a recommendation to the Board for such an award. Currently there are many clubs involved in a "Kiwanian of the Year" award and we believe it would not be wise to establish something that would be in conflict with an already established recognition program to honor outstanding club members. Further, the committee believes that there is a proliferation of awards and certainly no new awards should be created which identify in any way with the distinguished program for governors, lieutenant governors and club presidents. Therefore, the committee has no recommendation to make at this time.

The second item retained for study by the 1978-79 International Committee on Administration was development of a member attitude survey. In keeping with the increasing emphasis on Kiwanis education, the member attitude survey will be shared with the 1979-80 International Committees on Kiwanis Education- Worldwide East and Worldwide West.

Report of the 1978-79 International Committee on Achievement

The minutes of the meeting of the 1978-79 International Committee on Achievement, held on March 16-18, 1979, are attached as Exhibit B. The minutes of the Achievement Committee contain the names of the winners and honorable mentions in the district award for Administrative Excellence program attached as Exhibit A of the minutes of the Achievement Committee. The names of the winners and honorable mentions in the Kiwanis International Honor Club program are contained in Exhibit B of the minutes of the Achievement Committee. Your committee commends the International Committee on Achievement for its devotion to duty and its excellent report.

The International Committee on Achievement presented a recommendation on making available to districts extra copies of the grading plan for the district Administrative Excellence program. This committee concurs with that recommendation.

Recommendation #1:

The committee recommends that the General Office make available to districts sufficient quantities of the grading plan for the district Administrative Excellence program so that distribution may be made by districts to all of their respective lieutenant governors.

I move that recommendation 1 be adopted.

(adopted)

Board Counselor Visits to Districts

In its report to the January 25-30, 1979 meeting of the Board, this committee requested members of the Board to share with the committee an evaluation of the Board Counselor's second visit to a district. To assist members of the Board in this evaluation, a survey form was prepared and sent to those members of the Board who counsel U.S. and Canadian districts.

The results of the survey, to which fourteen responses were received, indicate the following general consensus of opinion:

1. That the program should be of more than one-day's duration in order to justify the time and expenses involved;
2. That any second visit of the Counselor should involve an event where there is training of club officers;
3. That Counselors should be involved as active participants in the training of club leadership so that there is interaction with club leadership as well as district leadership.

Further, an invitation was extended to district secretaries to comment on the value of the second visit. Six secretaries responded to the invitation. Three of them generally favored the second visit and three saw no value in the second visit.

The results of the survey made by this committee would indicate that there is a value in the second visit of a Counselor to a district, provided certain conditions prevail. The committee, therefore, desires to amend the current policy on the second visit. Further, the committee recognizes that any change in current policy would need to again be revised when and if a regular Counselor relationship should be established with respect to districts outside of the United States and Canada.

Recommendation #2:

The committee recommends that the third paragraph of item 3, entitled, "Counselors to Districts," on Page A-13 of Policies, be amended to read: "During his period of service, a Counselor to a U.S. or Canadian district shall be sent, at the expense of Kiwanis International, to one district meeting, provided that the governor shall make a specific request for said visit and that said district meeting shall involve a districtwide training conference for club leadership which shall be of sufficient duration to allow active participation by the Counselor."

I move that recommendation 2 be adopted.

Voted, that the third paragraph of Section 3 on Page A-13 of the Policies referring to Counselors to Districts be stricken.

Restructure of International Board

As you know, the full Board had the privilege of hearing Past International President Jim Moler, Chairman of the Special Committee on Kiwanis International Structure, present at the opening Board dinner on Friday night, May 4, 1979, the report of that committee's second meeting held on April 28 and 29, 1979. Further, each member of the Board received a written copy of the report following Past President Jim Moler's excellent presentation. For the official record of the organization, a copy of this written report is attached as Exhibit C.

This committee, on behalf of the entire Board, desires to express to Chairman Jim Moler and his committee sincerest appreciation for the dedication and thoroughness with which the Special Committee on Kiwanis International Structure accepted and achieved the responsibilities and challenges assigned to it.

Based upon the study of the Special Committee, this board committee definitely concludes that there is a need for a restructure of the Board which would involve (1) the makeup of the Board and the term of office for Trustees; and (2) an equitable means of securing representation on the Board from all areas of Kiwanis worldwide. Further, the committee believes that principles for the development of a plan to restructure the makeup of the Board and the term of office for Trustees should be adopted at this meeting of the Board so that work might proceed toward the development of the plan to be presented at a future Board meeting. We would hope that amendments to implement the plan could be presented not later than the 1981 New Orleans Convention. With respect to an equitable means of securing representation on the Board from all areas of Kiwanis worldwide, this committee recognizes the need for further study before it is ready to make specific recommendations on principles of such a restructure and will present a recommendation to implement this study.

Recommendation #3:

The committee recommends that the 1979-80 Board Committee on Administration and Structure prepare a plan for presentation to this Board no later than the winter meeting involving the restructuring of the Board following the outline of the report of the Special Committee on Kiwanis International Structure.

I move that recommendation 3 be adopted.

(adopted)

Recommendation #4:

The committee recommends that there be a four-hour "brainstorming session" of the full Board at the Board meeting which immediately precedes the 1979 Council meeting. The basis of discussion at this session will be the full report of the Special Committee on Kiwanis International Structure.

I move that recommendation 4 be adopted.

(adopted)

Report of the 1979-80 International Committee on Administration

The report of the meeting of the 1979-80 International Committee on Administration held on March 14-16, 1979, attached as Exhibit D, was reviewed. The 1979-80 International Committee on Administration is to be highly commended for its comprehensive review of administrative functioning and for its excellent report.

The report contains eleven recommendations of which Recommendations 6, 7, and 9 pertain to matters which are appropriate to other board committees. Prior to this Board meeting, President Bill Solberg referred these three recommendations to the appropriate board committees and any action taken on these recommendations will be reported by those board committees.

Recommendation 1 of Exhibit D recommended that a pad of two-copy overlay forms be furnished to each club secretary for the purpose of reporting new member adds, deletes, or address changes. This committee reviewed the current procedures of providing the district secretary with a monthly membership activity listing containing full information on new member adds, deletes, and changes of address processed by the Data Processing Department in the General Office. The committee recognizes that any change in methods of reporting new member adds, deletions, and changes of address involve not only changes of procedure within the General Office, but also in the procedures within the district office. Thus, the committee desires to secure the opinions of district secretaries at their next general meeting. Therefore this recommendation will be retained for further study.

Recommendation 2 of Exhibit D involves the development of criteria for recognizing distinguished district committee chairmen. Again, the committee believes that any plan which might be eventually developed to recognize outstanding district committee chairmen should not be identified with the distinguished program honoring governors, lieutenant governors, and club presidents. Further, the committee believes that the honoring of district chairmen would best be implemented by those districts desiring to make such recognition. Therefore, the committee has no recommendation on this matter to make at this time.

Recommendation 3 of Exhibit D involves the establishment of a two-way Watts line at the General Office. At the present time, the committee does not look with favor upon the General Office establishing an incoming Watts line. With respect to an outgoing Watts line or lines, the committee was advised that a study has been made comparing the cost of such service with present long-distance charges and that this study revealed that there would be no savings with respect to installing a Watts line at the current time. However, the study of the possible use of Watts line service continues and the time may come in the very near future when such service would be advantageous not only in terms of personal contact, but in terms of economics, as well.

Recommendation 4 of Exhibit D suggests that all districts be required to provide in their bylaws that there should be the position of lieutenant governor-elect. Before

giving further consideration to this recommendation, the committee desires staff to secure information on the number and name of districts which do not now have the position of lieutenant governor-elect. Therefore, the matter is being retained pending the results of this survey.

Recommendation 5 of Exhibit D suggests that all districts provide in their bylaws that a lieutenant governor may not serve more than one consecutive 1-year term of office. Here again, the committee desires to survey the districts to determine just how many situations there are among the districts where lieutenant governors have succeeded themselves except for an unusual circumstance. The matter is being retained pending the results of such a survey.

Recommendation 8 of Exhibit D requested that the District Committee on Special Club Services be listed in the International Directory. The committee concurs in this recommendation.

Recommendation #5:

The committee recommends that the District Committee on Special Club Services be listed beginning with the 1979-80 Kiwanis International Directory in the section wherein other district committees are listed.

I move that recommendation 5 be adopted.

(adopted)

Recommendation 10 of Exhibit D suggested the development of short and long-range objectives for the General Office Data Processing Department and further suggested that input should be secured from district offices. The committee was advised that this suggestion is already being implemented by the director of Data Processing. Further, input is being received from district secretaries - either directly from a given district secretary, or through the EDP Committee composed of district secretaries.

Recommendation 11 of Exhibit D requests permission for the 1979-80 International Committee on Administration to study the qualifications for senior membership and to study the mandatory weekly meeting requirement as it relates to club meetings falling on a holiday. This committee will advise the 1979-80 International Committee on Administration that such studies would be most beneficial and commends the committee on its desire to initiate such studies.

Data Processing; Club Service; and Board, Administration and Structure Budgets

The committee reviewed the budgets for Data Processing; Club Service; and Board, Administration and Structure budgets. Suggestions of the committee were made to the Secretary and to the Comptroller for the benefit of the Finance Committee.

Respectfully submitted,

ALLEN M. DUFFIELD

EGON KUZMANY

STEPHEN H. HART, JR., Chairman

FINAL REPORT
1978-79 COMMITTEE ON ADMINISTRATION
KIWANIS INTERNATIONAL
April 1979

The Committee on Administration herewith submits its Final Report. Your Chairman first expresses his admiration and appreciation to the following participants:

Administrative Group Members:

Arthur L. Grattias
J. Donovan Jackson
Earl M. Robertson
Neil R. Gerhart
William C. Stiefel

A. Elliott Johnson
John P. Bradin
Donald G. Wilson
Darrell Coover

Members of the Staff:

L. A. Hapgood
Fay H. McDonald
Alonzo J. Bryan
William A. Brown

Gerald W. Deas
Richard A. Misch
Robert M. Detloff
John L. McGehee

RECOMMENDATIONS

I. DISTINGISHED KIWANIAN AWARD

The following recommendation was approved by the Board in an abbreviated form and returned to the Committee for further study of the factor that there may be a proliferation of awards at the International and District levels (the specifics of that study are on file with Gerald W. Deas). Based on that study the following expanded recommendation is made:

DISTINGISHED KIWANIAN AWARD

This award shall be open to all Kiwanians in good standing, whether active, privileged or senior members. The criteria for this award may be completed in more than one administrative year, but shall be for achievements commencing after October 1, 19____.

The successful completion of this award shall be certified by the then current Club President and Club Secretary (new club building criteria shall also be certified by the Field Service Representative).

Criteria for Distinguished Kiwanian Award:

1. To be the keyman, i.e. the Kiwanian who made the greatest effort and recruited the most Charter Members, in the building of a new Kiwanis Club or Golden K Club (only one keyman may be certified for each new club by the

Field Service Representative).

2. To be the sponsor of at least five (5) new members to his home club, such new members must still be Kiwanians at the time the award is certified completed.

3. To be the initiator and the Kiwanian giving the most man hours for a NEW Club Board approved project requiring at least fifty (50) man hours which can be properly reported as a Major Emphasis, Citizenship Service, Youth Service or Sponsored Youth project, and is so reported in his Club's Monthly Report upon successful completion.

(A suggestion was made that an appropriate belt buckle be designed for recipients, rather than a lapel pin or tie tack).

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The following recommendations were referred to other Board Committees of consideration:

II. MEMBERSHIP DEVELOPMENT AND EDUCATION

- A. That a "Personal" letter over the signature of the International President be sent to each new Kiwanis Member.
- B. That every issue of the Kiwanis Magazine contain an International President's message or column.
- C. That one additional copy be added to the "New Member Add Form", marked for transmittal to the District Office.

III. TRAINING OF GOVERNORS-ELECT AND NEW CLUB OFFICERS

- A. That in the education of Governors-elect greater emphasis be placed upon the importance of the Governor's Official Visit to the division, including the utilization of an effective meeting with club leadership and suggestions of ways to communicate at the luncheon or dinner function these matters that are pertinent to the division.
- B. That the Kiwanis Magazine have a series of articles on the duties of a club president, lieutenant governor and district governor.
- C. That there be a forum for club vice presidents at the Kiwanis International Convention.

IV. REACTIVATION OF NON-MEETING CLUBS

That an appropriate banner patch be awarded to the clubs that reactivate a non-meeting club, that the report of the Field Service Department on "New Club Building" include recognition of such reactivations, and that such reactivation be considered the equivalent to building a new club in the Distinguished Awards Program.

V. NEW CLUB BUILDING ENTRANCE FEE

That the entrance fee into a new club be increased to \$15.00.

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The only "grass roots" proposal to come to the Committee came from the Kiwanis Club of Richland, Washington, the author of which has pursued this matter with determination since August 1976 amounting to better language for a portion of the Standard Club Bylaws, the proposal is lengthy so it is merely referred to here, the body of which the Committee has put into Gerald W. Deas' hands:

VI. PROPOSED AMENDMENT, STANDARD CLUB BYLAWS

Proposed amendment to Articles VIII and IX in re Committees and Duties of Standing Committees. It is recommended that this proposal be reviewed by the appropriate Board Committee

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VII. MEMBER ATTITUDE SURVEY

A six (6) page survey was developed by J. Donovan Jackson which may have an impact on training programs at all levels of Kiwanis, a copy of which has been put into Gerald W. Deas' hands. It is recommended that this survey be reviewed by the appropriate Board Committee and Staff Member(s).

VIII. REJECTED IDEAS

Your Committee has put a list of the "unrecommended" ideas that came before it into Gerald W. Deas' hands, and recommends that a file be created for such and that they be reviewed from time to time in the hope that within them is the seed for a useful idea, and the future Committees on Administration be encouraged to review such and add their own list of "rejects" to the file.

Respectfully submitted,
ARTHUR H. RENIER, JR.
1978-79 Chairman
Committee on Administration

1978-79

MINUTES OF THE MEETING OF THE INTERNATIONAL COMMITTEE ON ACHIEVEMENT

CHICAGO, ILLINOIS

March 16-17-18, 1979

The 1979 meeting of the International Committee on Achievement convened on Friday evening, March 16, at approximately 9:00 p.m., Room 1504 of the Sheraton Plaza Hotel. Present were: Chairman Neil R. Gerhart, R. Troy Holcombe, W. Donald Goodfellow, and Gaylord Mills. Absent from the Committee Meeting was A. W. "Andy" Waters.

Also present for the meeting were Staff representatives G. W. "Jerry" Deas and William A. Brown.

Chairman Neil and the Committee reviewed the agenda to be covered on Saturday and Sunday and agreed on procedures for final grading to select the International Annual Club Report Honor Clubs and Honorable Mention winners. The Committee also reviewed and accepted the District Administrative Achievement winners, which is attached to the minutes as an exhibit.

The Committee then discussed a proposal by R. Troy Holcombe to send the seven point grading plan in the District Administrative Achievement Program in sufficient quantity to the districts for distribution to the Lieutenant Governors and to the club Presidents. After further discussion, it was recommended by the committee that the seven point program be sent to the Districts in sufficient quantities for the club Presidents and others concerned with the program within the district.

Concerning the district administrative program, discussion followed on the points spread in the awarding of the administrative excellence awards to the district. After much discussion, it was decided that a Blue Ribbon committee composed of the 1979-80 International Committee on Achievement be directed to study the point spread and the weight distribution and recommend that stronger consideration be given to leadership training, in the district administrative excellence award.

The Friday evening session adjourned at 10:30 p.m.

The Second session of the committee began at 8:30 a.m., March 17, in the Past Presidents room of the General Office.

The Committee first considered the grading and selection of the Single Service Winners from the 34 districts participating in the Annual Reports Program this year. The committee then selected the Honor Clubs and the Honorable Mention Clubs for Single Service and then in the afternoon selected the Honor Clubs and Honorable Mention Clubs for Multiple Club Service, in the Diamond, Ruby, 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 awards at the Toronto Convention.

The Honor Clubs and Honorable Mention Clubs in each category and section in alphabetical order by club name, are attached as exhibit 2. During the Committee

meeting in the morning the committee also discussed their responsibilities for the remainder of the administrative year and with the 1979-80 Committee Chairman, R. Troy Holcombe, it was decided to do the following:

1. The 1978-79 Chairman of the Committee on Achievement will write to each District Governor to ask them to include the 1978-79 Annual Club Report on the agenda of their last 1978-79 Board of Trustees meeting.
2. The 1979-80 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.
3. 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 felt strongly that additional training in the specifics of the Annual Club Report, its purposes 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.

Further discussion continued, concerning the idea of Annual Club Reports being submitted to the District with only Part I, and not Part II. The Committee felt that a questionnaire could be developed that would ask the districts to submit to the General Office the number of Part II, that were graded in their district in the Annual Club Report. The purpose of this discussion was the feeling of some members of the Committee that Kiwanis Clubs who have performed significant service do not in all cases report this in the Part II section and compete for the Annual Club Report awards.

The Committee adjourned for lunch at 1:30 p.m.

The Third Session of the Committee began at 3:00 p.m.

The Committee directed the Staff to establish the presentation of the awards, as was done in previous years, at the Toronto Convention.

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

Each International Committeeman was asked to man the Club Clinic Booth on Achievement at the Toronto International Convention. Members of the 1979-80 International Committee on Achievement and representatives from the districts who will be attending the International Convention will be asked to assist.

The following motion was adopted by the committee members without the consideration of the International Chairman on Achievement. The Committee adopted the motion thanking the 1978-79 Committee Chairman on Achievement, Neil R. Gerhart, for his valuable contribution to the meeting and they re-emphasized their feeling of the leadership that was exhibited by their chairman this last year.

The Committee Chairman on Achievement, Neil R. Gerhart, expressed a profound feeling of thanks from the Committee commending Staffman, William A. Brown for his valuable assistance in the transition to the Staffman, G. W. "Jerry" Deas, working with the Committee on Achievement. Chairman Neil also expressed, on behalf of the Committee his profound thanks to Staffman G. W. "Jerry" Deas for the work put on by Staff to prepare for the meeting of the International Committee on Achievement.

Chairman Gerhart closed the meeting thanking all the committee members and the staff representative for their contributions thus far and for a most productive Committee meeting, and all present pledged to continue in their efforts throughout the remainder of the year. The final session adjourned on Saturday, March 17, at 6:00 p.m.

RECOMMENDATION TO THE INTERNATIONAL BOARD OF TRUSTEES

Comment:

The Committee reviewed the grading plan for the District Administrative Excellence Award. After full discussion, it is the belief of this committee that the seven points of the District Administrative Excellence program should be distributed to all Lieutenant Governors in the Districts to give them the idea of their relationship to the District in competing in the Annual District Administrative Excellence Award.

Recommendation:

The Committee recommends that the seven point plan in the District Administrative Excellence Award be distributed in sufficient quantity to all districts so that further distribution could be made to the lieutenant governors in each division. It is further recommended that sufficient quantities be available and Districts be so informed so that club presidents could also have the opportunity of reviewing where they fit in to the District Administrative Excellence award program.

Respectfully submitted,

R. Troy Holcombe
W. Donald Goodfellow
Gaylord Mills
A. W. "Andy" Waters
Neil R. Gerhart, Chairman

1977-78 DISTRICT ADMINISTRATIVE EXCELLENCE AWARDS WINNERSGold Group

(276 clubs or more) - Winner: Pacific Northwest
Honorable Mention: Florida
Illinois-Eastern Iowa

Silver Group

(201 to 275 clubs) - Winner: Pennsylvania
Honorable Mention: Eastern Canada and
The Caribbean
New England

Orange Group

(160 to 200 clubs) - Winner: Wisconsin-Upper Michigan
Honorable Mention: Carolinas
Indiana

Blue Group

(100 to 159 clubs) - Winner: Georgia
Honorable Mention: Alabama
Rocky Mountain

White Group

(99 clubs or fewer) - Winner: New Zealand
Honorable Mention: Australia
Utah-Idaho

1977-78 ANNUAL CLUB REPORT WINNERSSINGLE SERVICEDIAMOND SECTION

HONOR CLUBS: Gadsden, Alabama
Kingston, Jamaica
Somerville, Massachusetts

Honorable Mention Clubs: Cheviot-Westwood, Ohio
Lethbridge, Alberta
Richmond, Indiana

RUBY SECTION

HONOR CLUBS: Carson City, Nevada
North St. Andrew, Jamaica
Redmond, Oregon

Honorable Mention: Blossburg, Pennsylvania
Hickory, North Carolina
Northside Evansville, Indiana

EMERALD SECTION

HONOR CLUBS: Chincoteague, Virginia
Greater Pasadena, California
Sarasota Keys, Florida

Honorable Mention Clubs: Christchurch, New Zealand
East Denver, Colorado
West Franklin County, Columbus, OH

CORAL SECTION

HONOR CLUBS: Hay River, Northwest Territories
Mauston, Wisconsin
Napier, New Zealand

Honorable Mention Clubs: Elkridge, Maryland
Far Northeast, Philadelphia, PA
Grove, Oklahoma

1977-78 ANNUAL CLUB REPORT WINNERSMULTIPLE SERVICEDIAMOND SECTION

HONOR CLUBS: Cheyenne, Wyoming
Griffin, Georgia
Montgomery, Alabama

Honorable Mention Clubs: Corvallis, Oregon
Northside, Knoxville, Tennessee
San Diego, California

RUBY SECTION

HONOR CLUBS: Barbourville, Kentucky
Malmstrom, Montana
Oak Lawn, Illinois

Honorable Mention Clubs: Anchorage, Alaska
Florence, Alabama
Greater Anaheim, California

EMERALD SECTION

HONOR CLUBS: Helena-Last Chance, Montana
La Puente Valley, California
Oakville, Ontario

Honorable Mention Clubs: Anderson Hills, Cincinnati, Ohio
Borealis, Fairbanks, Alaska
Red Stick, Baton Rouge, Louisiana

CORAL SECTION

HONOR CLUBS: Crofton, Maryland
Riverside, Illinois
Tulelake, California

Honorable Mention Clubs: The Foothills, Boulder, Colorado
The Hub City, Lafayette, Louisiana
Wellton-Mohawk Valley, Arizona

REPORT OF THE SPECIAL COMMITTEE ON KIWANIS INTERNATIONAL STRUCTURE
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 4 - 8, 1979

Date of Committee Meeting: April 28 and 29, 1979

Place of Committee Meeting: Sheraton Plaza Hotel, Chicago, Illinois

Present: Chairman - Past International President, James M. Moler
Members - Past International Presidents, Roy W. Davis
 - William M. Eagles, M. D., and T. R. Johnson
Advisor - L. A. Hapgood, Associate Secretary Emeritus
Staff - William H. Jepson, Director, Executive Services and
 Sponsored Youth

The Committee regrets that Past International President Albert J. Tully was unable to attend this meeting.

Your Special Committee on Kiwanis International Structure first refers you to the Committee's January, 1979 report and the statements: "Your Committee reached a general consensus that it will be desirable to use a regional approach to provide area representation on the International Board," and "Your Committee believes that a regional plan can be developed that provides for rotation of membership on the International Board."

Your Committee then addressed the following topics and/or areas:

1. Regionalization of districts
2. The Role of the elected Treasurer
3. Shorter terms for officers
4. Rotation of Board members
5. Cost of any changes in structure
6. International Council and related areas of training

I. International Board

The Committee believes that there is general consensus that a reduction should be made in the time that a man gives to the International Board if he remains in office through the Presidency. With this premise in mind, your Committee recommends that the International Board be comprised as follows:

1. Twelve Trustees to be elected for three year terms. No man should be elected for two consecutive terms as a Trustee, but he can be considered for the office after being off the Board for one year.

- (2) Discontinue the election of Treasurer in favor of a Treasurer designated by the President from among Board members.
- (3) Discontinue the office of Immediate Past President. The Immediate Past President would carry the title officially, but he would not be required to serve this year on the International Board.
- (4) Three Vice Presidents with equal rank, to be elected annually by the delegates to the International Convention. Three Vice Presidents are recommended to provide more opportunities for representation in higher office by areas located outside of North American districts.
- (5) President-elect, to be elected annually by the delegates to the International Convention.
- (6) President, to be elected annually by the delegates to the International convention.

The International Board would be comprised of 17 members: President, three Vice Presidents, a President-elect, and twelve Trustees. Reducing the term of Trustee to three years and discontinuing the Immediate Past President as a voting member of the Board will reduce the overall tenure of a President to seven years. If a Vice President is added in lieu of the elected Treasurer, the custom of serving as Treasurer previous to President-elect will be voided, and thus a full tenure would consist of six years.

II. Zone Plan to Provide Representation on the Board

The Committee believes that the district structure is fundamental to Kiwanis International and should be preserved. With this basic principle as a guide, your Committee recommends that representation on the International Board be implemented with a Zone Plan, as follows:

- (1) Divide the world into 20 or 21 Zones: United States - 15 Zones; Canada - 1 Zone; Southwest Pacific - 1 Zone; Far East - 1 Zone; Europe, Africa, and the Near East - 1 Zone; (the Caribbean), Central, and South America - 1 Zone. (maybe 16 in U. S. or one at-large).

The Caribbean is especially marked because the Committee feels that clubs in this area may want to look at two different Zones for the purpose of representation. Possibilities of a district should not be overlooked.

Clubs in Africa would participate with the Zone for European clubs.

- (2) Each Zone will be on a rotation basis for representation on the International Board. There would be no change in qualifications for office. In the event that a Trustee could not complete his term, his replacement would come from the Zone he represented.
- (3) With 20 or 21 Zones established throughout the world, only 17 Zones will be eligible for representation on the International Board in any given year as there will be 17 Board positions.

Zones will select Trustees, with International Convention confirmation as a formality. For offices above the level of Trustee, Zones or Districts will nominate candidates, and the delegates to International Conventions will elect the International Officers.

- (4) In nominating for the office of Vice President, three to be elected annually at the International Convention, eligible candidates should be: (a) Trustees who are completing their third year on the Board, (b) Trustees who are in their first or second years of service on the Board, and (c) Past Trustees from any of the Zones not represented on the Board at the time of the International Convention.

If there are more than five nominees for Vice President, an International Conference on Nominations will reduce the number to five.

- (5) Candidates for the Offices of President and President-elect must be Past International Trustees. The International Conference on Nominations would recommend the three candidates for President-elect in the event that more than three are nominated for this office.
- (6) Election of Officers above the level of Trustee will be on the basis of those candidates receiving the most votes cast by the House of Delegates.
- (7) The International Board could appoint "observers," without voting privileges, to the Board from areas of the world that do not have eligible candidates to be selected by their Zones.
- (8) It is suggested that Kiwanis International would not pay any of the costs involved for the Zones to select Trustees for the International Board. However, the time of the annual International Convention could be effectively utilized for this purpose by some Zones.

III. Cost

- (1) Reducing Board membership to 17 would save the cost of one member.
- (2) Scheduled counseling and mid-winter visits could be discontinued.
- (3) Assignments to special occasions (anniversaries) and Charter Nights could be reduced and/or assigned to Zone representatives.
- (4) Training conferences could be combined with Council and provide savings.

IV. International Council

At its first meeting, the Committee agreed that it would also consider the effect a new plan, to provide representation to the Board, could have on the Annual Kiwanis International Council.

The Committee believes that the International Council and training program need to be combined to better suit the current nature of the organization.

The Committee recommends that the International Council be held in the spring in conjunction with the annual conferences for International Committee Chairmen, Governors-elect, and District Secretaries. These three separate sessions, could be in some way combined, and the International Board and the Past International Presidents included. This Annual International Council in the spring would provide necessary training in addition to the fellowship and inspiration which is an important part of the Council concept. With this plan, the need for a fall session would be eliminated, and the organization would be financing the various groups involved for one event, rather than two.

As now, it may be advisable to plan smaller conference meetings in various areas of the world for supplemental training and to handle administrative matters.

V. Further Observations

- (1) In the establishment of Zones, the Committee will offer a plan based upon the pairing of districts, considering compatibility and location, establishing a minimum number of members per Zone, as near to a median as possible. Alternate suggestions are available but not recommended.

- (2) Zones will not be considered "a structural level" and will serve only for the purpose of having all Kiwanians represented on the Board in a rotation plan.
- (3) Selections within Zones are easily manageable and later recommendations will follow but, in general, decisions will be made by Zone members.
- (4) Twenty-one Zones provides for four Zones to select and elect a Trustee each year.
- (5) Constitutions, Bylaws, and Policies and Practices of other civic organizations were studied in depth. Our recommendation is not a copy. It is Kiwanis-oriented and Kiwanis-styled.

The Committee wishes to thank International President Bill Solberg and the Board for this assignment. Your Committee members have never had a more challenging assignment and believe that representation of all Kiwanians on the Board is primary, and a reasonable and workable plan can be implemented in the near future.

Finally the Committee wishes to convey its appreciation for the participation and assistance of Associate Secretary Emeritus, L. A. Hapgood, and the cooperation of the General Office staff through William H. Jepson.

Respectfully submitted,

ROY W. DAVIS
WILLIAM M. EAGLES, M.D.
T. R. JOHNSON
ALBERT J. TULLY (Absent, due to
illness)
JAMES M. MOLER, Chairman

REPORT OF THE 1979-80 COMMITTEE ON ADMINISTRATIONMarch 14-16, 1979

Participants: W.J. "Wil" Blechman, M.D.
 Glenn A. Claybaugh
 Marcus A. "Tommie" Pharr
 R. Troy Holcombe

Harris G. Hunter
 J.J. Johnston, Jr.
 Gene R. Overholt

Staff Participants: William A. Brown
 Alonzo J. Bryan

Gerald W. Deas
 Fay H. McDonald

The committee at this Planning Conference enthusiastically accepted the challenge to investigate, research, and recommend to the Board of Trustees programs and procedures providing for more effective administrative functioning. The intensive discussion resulted in the following recommendations to the Board of Trustees:

1. DISCUSSION AREA: DIFFERENCES BETWEEN INTERNATIONAL AND DISTRICT MEMBERSHIP TOTALS

ADS
 RECOMMENDATION: A pad of two-copy overlay forms be furnished to each Club Secretary. Adds, deletes, or address changes could then be forwarded to both the International and District Offices at the same time, probably with the monthly reports. The form would allow all Districts to make corrections of addresses or stop mailings in case of deletes; thus saving on postage and PONS expense.

2. DISCUSSION AREA: MOTIVATION OF DISTRICT CHAIRMEN

ADS
 RECOMMENDATION: Distinguished criteria should be established for District Chairmen. Each International Committee should submit to the International Board, for approval, the criteria to be used by District Chairmen within their area of responsibility. The criteria should be established at the International level and the administration of the plan should be the District's responsibility.

3. DISCUSSION AREA: COMMUNICATIONS

ADS
 RECOMMENDATION: Establishment of a two-way WATTS line at the International Office. This would bring the District, Division and Club operation closer to our International Office. Written communication is too easily not read and thrown away, whereas a personal contact has proven to be most effective. This provides a quicker action or reaction to problem solving situations. The personal touch of a verbal contact has proven to be a positive action toward completion of most tasks.

4. DISCUSSION AREA: DISTRICTS THAT DO NOT PROVIDE FOR THE OFFICE OF LIEUTENANT GOVERNOR-ELECT

ADS
 RECOMMENDATION: The International Board instruct all Districts to provide for the office of Lieutenant Governor-elect in their District Bylaws. (Many advantages were discussed to support this recommendation.)

- A+S
5. DISCUSSION AREA: LIEUTENANT GOVERNORS SUCCEEDING THEMSELVES IN OFFICE (Examples were discussed where the Lieutenant Governor remained in office for five consecutive years.)

RECOMMENDATION: The International Board instruct all Districts to include a provision in their District Bylaws that would limit the term of office of Lieutenant Governor to one year and that the Kiwanian who serves a full year in this office could not succeed himself.

6. DISCUSSION AREA: NON-REPORTING CLUBS AND CLUBS WITH DELINQUENT PAYMENT OF DUES

NCB

RECOMMENDATION: The International Board approve the following prodecures: After the issuance of the semi-annual dues statement and at the termination of the 60-day grace period for payment, a notification will be sent by the International Office to the District Officers, Club Officers, and the District Special Club Services Chairman. This notification would state that the International General Office will terminate all Kiwanis services to a club considered "not in good standing" at the completion of an additional 60 days, unless all the required obligations of a "club in good standing" are fulfilled.

7. DISCUSSION AREA: MEMBERSHIP REQUIREMENTS FOR THE DISTINGUISHED GOVERNOR AWARD PROGRAM

MGE

RECOMMENDATION: The International Committees on Membership Development and Education to develop and recommend to the International Board a new method of determining membership requirements for the Distinguished Governor Awards Program. The new criteria is to include a new member add formula as an added option to the present membership net increase requirement.

8. DISCUSSION AREA: INTERNATIONAL DIRECTORY

A+S

RECOMMENDATION: The District Special Club Services Committee be listed in the International Directory. Special emphasis should be stressed at the Governor-elects' Training Conference on the importance and value of the Special Club Services Committee.

9. DISCUSSION AREA: MOTIVATION OF KIWANIS LEADERSHIP

L+C

RECOMMENDATION: Investigate the feasibility of establishing a Motivation Institute to be researched and sponsored by the Kiwanis International Foundation. This Institute would provide the leadership training for all future service club officers. A pilot program could be established to determine its value and acceptance.

10. DISCUSSION AREA: DATA PROCESSING

A+S

RECOMMENDATION: The Data Processing Manager issue a 5-year plan describing short- and long-range objectives for the development of the Data Processing System. Input used in the development of this plan should include needs and suggestions from District Offices and the International General Office.

11. DISCUSSION AREA: REFERRALS TO THE ADMINISTRATIVE COMMITTEE
FOR ADDITIONAL STUDY AND RESOLUTION

RECOMMENDATION:

- A+S
- (a) The Administrative Committee to investigate the problems with Senior Memberships. There seems to be a need for a redefinition of the criteria. The qualifications should be more stringent to eliminate the misuse of its intent.
 - (b) To study the mandatory weekly meeting requirement as it relates to club meetings falling on a holiday.

Respectfully submitted,

GENE OVERHOLT
Chairman, 1979-80
Committee on Administration

REPORT OF BOARD COMMITTEE ON CIRCLE KTO THE MEETING OF THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES

May 4-9, 1979

Date of Committee Meeting: May 5, 1979

Place of Committee Meeting: General Office

Present: Members - Aubrey E. Irby
 E. B. "Mac" McKittrick
 Chairman - Merald T. Enstad
 Staff - William H. Jepson
 Robert G. Kavanagh
 R. P. Merridew
 Michael J. Wujcik

CIRCLE K INTERNATIONAL STATISTICS

The committee reviewed the status of Circle K charters and membership figures. The following figures represent a year-to-date comparison of same:

	1978-79	1977-78
TOTAL CHARTERS	719	.671
TOTAL NEW CLUBS	58	70
CLUBS NOT IN GOOD STANDING	46	64
MEMBERSHIP	11,567	11,533
DUES	\$68,220	\$61,980

The committee noted that these figures represent a generally good year for Circle K, except in the area of new club building. The committee also noted, however, that the comparison with 1977-78 refers to a near-record year for building new Circle K clubs, and that, in spite of having built fewer new clubs, the membership and dues collection figures are both positive.

REGIONAL TRAINING CONFERENCES

The committee reviewed the agenda of the first Circle K Regional Training Conference (April 27-29) and heard a report from the Circle K International Administrator on this meeting. The other Regional Training Conferences this year will be held in Denver, Colorado (May 11-13), and Birmingham, Alabama (May 18-20).

1979 CONVENTION BUDGET

The committee reviewed the budget for the 1979 Circle K International Convention (Exhibit A). The committee found this to be in order, but instructed Staff to include a provision for staff overtime (\$600.00) in the budget.

TRAVEL OF THE CIRCLE K INTERNATIONAL PRESIDENT

The committee reviewed Kiwanis International Board Policy on the travel of the Circle K International President and also reviewed the amount of travel done by

The 1978-79 Circle K International President. The committee concluded that while the president had traveled extensively, he had worked within the Board Policy. The committee felt, however, that an adjustment to the Circle K International budget providing funds for Presidential telephone expenses and reducing the amount available for travel would be in order. The committee noted that this has been done in the proposed 1979-80 Circle K budget.

DEPARTMENT BUDGET

The committee reviewed the proposed 1979-80 Circle K International Department and found it to be in order.

Respectfully submitted,

AUBREY E. IRBY
E. B. "MAC" McKITRICK
MERALD T. ENSTAD, Chairman

ACCOUNT 14-153

CIRCLE K INTERNATIONALBUDGET FOR 1979 INTERNATIONAL CONVENTION

INCOME:

Registration	850 persons @ \$31.00	\$26,350.00
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EXPENSES:

I. Meal Functions

a) Governors' Luncheon		
(\$7.00 + 21% tax/gratuity = \$8.47)		\$7,199.50
b) Farewell Luncheon		
(\$7.00 + 21% tax/gratuity = \$8.47)		7,199.50
c) Governors' Reception		
(coffee, danish, tax/gratuity for		
41 persons)		100.00
d) President-designate		
Reception		
(coffee, fruit punch, tax/gratuity		
for 40 persons)		50.00
		<u>50.00</u>
		\$14,549.00

II. Staff Expense

a) Meals

3 x 9 @ \$20.00 =	\$540.00
1 x 7 @ \$20.00 =	140.00
$\frac{1}{2}$ x 4 @ \$20.00 =	<u>40.00</u>
	\$720.00

b) Rooms

1 @ \$34.00 x 9 =	\$247.50
1 @ \$30.00 x 9 =	247.50
1 @ \$30.00 x 7 =	192.50
$\frac{1}{2}$ @ \$34.00 x 5 =	<u>68.75</u>
	\$756.25

\$1,476.25

III. Printing

a) 1200 Programs	\$1,200.00
b) 8000 Registration Forms	325.00
c) 3000 Receipts	300.00
d) Dist. Gov. Certificates	150.00
e) 13 Rubber Stamps	75.00
f) 1200 Badge Inserts	200.00
g) Badge & Contest Ribbons	125.00
h) Duplication	<u>200.00</u>

\$2,575.00

IV. Board Expense			
	a) Travel	\$1,750.00	
	b) Meals:		
	7 x 10 @ \$20.00	1,400.00	
	c) President	200.00	
	d) Sat. Board Lunch	80.00	
	e) Rooms (new board)	<u>210.00</u>	
			\$3,640.00
V. Program			
	a) Speakers		
	Travel	\$250.00	
	Rooms	145.00	
	Meals	<u>100.00</u>	
			\$495.00
VI. Supplies			
	a) Badge Covers	\$150.00	
	b) Office Supplies	<u>200.00</u>	
			\$350.00
VII. Postage and Shipping			\$250.00
VIII. Equipment Rental			
	a) Telephone Installation		
	and charge	\$200.00	
	b) Audio-Visual &		
	Spotlight	400.00	
	c) Car Rental	<u>200.00</u>	
			\$800.00
IX. Awards			
	a) Trophies & Plaques	\$1,650.00	
	b) President &		
	VP Plaques &		
	Gavel	<u>250.00</u>	
			\$1,900.00
X. Miscellaneous			
	a) Hotel Gratuities		\$255.00
			<hr/>
	TOTAL		\$26,290.25

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

May 4-8, 1979

Date of Committee Meeting: May 6, 1979

Place of Committee Meeting: General Office

Present: Members - Mark A. Smith, Jr., Drew Petersen, M.D.
Chairman - Allen M. Duffield
Staff - R. P. Merridew, James L. Lynn, Nancy Segall
Others - V. C. Shaul

I. Toronto - 1979

A. Budget

The committee reviewed the 1979-80 budget and its findings will be presented to the Finance Committee. Approval of the budget by the committee is tentative.

B. Program

The committee reviewed the official program for the Toronto Convention.

There will be one printed program for both men and women this year. The Resolutions will be inserted in all programs and the Ladies' Program features will be included, as well.

C. Currency Exchange

The Toronto Dominion Bank will arrange for banking facilities in Sheraton Hall in the Sheraton Centre Hotel on Saturday, June 30, Sunday, July 1, and Monday, July 2. Beginning Tuesday morning, July 3, Toronto banks will resume their normal business hours following the Dominion Day holiday.

D. Convention Questionnaire

The questionnaire will go to all headquarters hotels with the Convention Daily on Wednesday morning. People will be asked to put the completed questionnaire in specially marked boxes at the closing session on Wednesday night. (Copy attached) Reminders will be made from the podium on Wednesday morning, as well as other times during the Convention.

E. Toronto Harbour Commission

The Toronto Harbour Commission has a vessel to take the Board and their wives on a cruise. We will try to schedule the cruise for approximately 9:30 a.m. on Thursday, June 28.

F. Queen's Plate Race

The Host Committee is working on obtaining a number of seats at this prominent Horse Race scheduled for approximately 4:00 p.m. on Saturday, June 30. The Convention Department will need a definite commitment from the Board on how many wish to attend.

G. Insurance

The decision has been made by Blue Cross that they will not be setting up space in the exhibit hall to provide for temporary health insurance. The Convention Manager, with Host Committee Chairman Jack Wadland, will investigate this further, in hopes of having this insurance available.

H. Superstar Night Tickets

Marvin Himmel has suggested a 9,500 cutoff for ticket sales for Superstar Night. There is a potential for 10,000 seats. Cancellation tickets will be on sale in the exhibit hall.

When informing people, at this time, that Superstar Night tickets are sold out, we should offer them ideas for other entertainment in town that night -- such as at O'Keefe Centre and Royal Alexander Theatre.

There was discussion concerning providing the amateur musical groups with free tickets for Superstar Night. If this is done, the number of tickets needed would be 700. Because of this number, the committee agreed that the Superstar Night tickets not be offered to amateur musical groups.

Recommendation #1:

The Committee recommends that the Board rescind the decision made at the last Board Meeting to make Superstar Night tickets available to musical groups.

I move that recommendation 1 be adopted.

(Adopted)

II. Convention Sites - 1983

The committee has ruled out London, England as a site due to the unacceptable dates offered. The early June dates in Nice, France could possibly be moved up. The Vienna, Austria dates are good. After considerable discussion, the committee agreed upon Vienna as the best site for the 1983 convention. It was also decided that Nice be once again considered for a convention site at a future date.

Recommendation #2:

The Committee recommends Vienna, Austria as the 1983 International Convention site.

I move that recommendation 2 be adopted.

(Adopted)

III. Detroit - 1985

The committee reviewed the material submitted by Detroit as a bid for 1985 and decided that it was acceptable.

Recommendation #3:

The Committee recommends Detroit as the 1985 International Convention site.

I move that recommendation 3 be adopted.

(Adopted)

IV. Washington, D. C.

The committee has asked the Convention Manager to inform the Washington, D.C. Convention Bureau that they can bid for our 1986 convention.

Atlanta is also under consideration for this convention.

V. San Diego

San Diego has expressed an interest as a convention site in a future year. The Convention Manager will correspond with their Convention Bureau regarding a 1987 convention.

Respectfully submitted,

Mark A. Smith, Jr.

Drew M. Petersen, M.D.

Allen M. Duffield, Chairman

REPORT OF BOARD COMMITTEE ON CONVENTION
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
May 4-8, 1979

Date of Committee Meeting: May 7, 1979

Place of Committee Meeting: General Office

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

Convention Site Survey

It is appreciated that the Convention Department completes a detailed survey of the cities bidding for our conventions. However, it is the feeling of your committee that it would be beneficial to all that the members of the Board Committee visit these cities prior to making their recommendation, in order that they will be completely familiar with the facilities available.

Recommendation #4:

The Committee recommends that the members of the Board Committee on Conventions personally visit the city bidding for a convention prior to making their recommendation. It is also recommended that this be written into policy.

I move that recommendation 4 be adopted.

(Approved)

Respectfully submitted,

Mark A. Smith, Jr.

Drew M. Petersen, M.D.

Allen M. Duffield, Chairman

EUROPEAN SITE SURVEY

Exhibit

	London	Munich	Nice	Vienna
I. Dates	7/31 - 8/3		6/4-8	7/3-6
II. Local Kiwanis Support	Yes		Yes	Yes
III. Convention Bureau Support	Yes		Yes	Yes
IV. KI-E Conventions	1977		No	1966 1974
V. Similar Groups	Yes		Yes	Yes
VI. Hotels				
a. Total number	55			124
b. Number of rooms committed	4,815		5,760	4,364
First class				
Average double rate			260	
Second class				
Average double rate	30.65		180	559
Third class				
Average double rate			125	
Other				
Average double rate				
VII. Convention Hall				
a. Rental	N/C		N/C	N/C
b. Location	-		+	+
c. Exhibit space	Yes		Yes	Yes
d. Smaller meeting rooms	Yes		No	No
VIII. Transportation				
a. Shuttle	No		Yes	No
b. Public	Yes		No YES	Yes
c. Number of taxis and cost	12,000 24p		450 18	3,360 36
IX. Airport				
a. Cost to hotel				70
b. Number of airlines	70		21	32
c. Airfare from				
LAX	\$972		\$1200	\$1,062
ORD	\$780		\$1000	\$870
JFK	\$626		\$ 800	\$716



CONVENTION QUESTIONNAIRE

Toronto July 1-4, 1979

The Kiwanis International Board of Trustees is interested in learning what you think an International Convention should offer you. It would be greatly appreciated if you would fill in this Questionnaire and deposit it in one of the boxes you will find scattered throughout Maple Leaf Gardens on Wednesday evening. Thanks for your help.

A. BACKGROUND

1. Current Kiwanis title? _____
2. How long a Kiwanian? _____ years.
3. Including this one, how many Kiwanis International Conventions have you attended? _____
4. Why did you attend this convention? _____

B. CONVENTION ACTIVITIES

1. Please check your opinion as to whether the General Sessions allot too much, too little, or about the right amount of time to each of the following:

	<u>TOO MUCH</u>	<u>ABOUT RIGHT</u>	<u>TOO LITTLE</u>
a. Musical groups	_____	_____	_____
b. Inspirational/prominent speakers	_____	_____	_____
c. Presentation of Kiwanis International Officers	_____	_____	_____
d. Presentation of Awards	_____	_____	_____
e. Amendments and Resolutions	_____	_____	_____
f. Election of Officers	_____	_____	_____

Comments: _____

2. Educational Forums/Workshops

	<u>YES</u>	<u>NO</u>	<u>COMMENTS</u>
a. Well-organized	_____	_____	_____
b. Productive and educational	_____	_____	_____
c. Adequate time allotted	_____	_____	_____

3. Were the Contemporary Issues topics of interest to you? ____ Yes ____ No

Comments: _____

4. Did you enjoy the Wednesday Evening Feature Entertainment? ____ Yes ____ No

Comments: _____

5. Superstar Night

	<u>YES</u>	<u>NO</u>
a. Did you attend the Superstar Night Performance? If not, why? _____	_____	_____
b. Do you like the concept of a Superstar Night?	_____	_____
c. Did you enjoy this year's Superstar Night?	_____	_____
d. Do you feel the price is fair?	_____	_____

c Do you feel the registration fee (\$45-man; \$20-woman) is: Too Much
 Too Little About Right?

Given the facts that a city must be able to offer 8,000 first-class hotel/motel rooms within a reasonable distance, plus a suitable convention center, adequate transportation and sufficient local Kiwanis manpower, which cities should be considered for future Kiwanis International Conventions?

☐ Boston ☐ New York ☐ Washington, D.C. ☐ Atlanta ☐ Detroit ☐ Miami
☐ Chicago ☐ Minneapolis-St. Paul ☐ St. Louis ☐ New Orleans ☐ Dallas
☐ Kansas City ☐ Houston ☐ Denver ☐ Phoenix ☐ San Francisco
☐ San Diego ☐ Los Angeles ☐ Portland ☐ Salt Lake City ☐ Seattle
☐ Toronto ☐ Montreal ☐ Vancouver ☐ Atlantic City ☐ Las Vegas
 Other (please specify) _____

___ Honolulu, Hawaii ___ Vienna, Austria ___ Nice, France ___ London, England
 ___ Munich, Germany ___ Tokyo, Japan ___ Manila, Philippines
 Sydney, Australia Other (please specify)

Looking back on the 1979 Toronto Convention, how do you think it went? We are interested in your opinion.

6. Did your wife enjoy the Ladies Programs? _____ Yes _____ No _____ Did not attend _____

Comments: _____

7. Did your children enjoy the Youth Tours? _____ Yes _____ No _____ Did not attend _____

Comments: _____

8. Do you feel the amount of free time allotted is _____ Too Much _____ Too Little _____ About Right?

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

May 4-8, 1979

Date of Committee Meeting: May 5, 1979

Place of Committee Meeting: General Office

Present: Members - Allen M. Duffield, Dwight F. Gallivan, Drew M. Petersen, M.D.
Chairman - Maurice Gladman
Staff Members - R. P. Merridew, Alonzo J. Bryan, Robert M. Detloff
Robert G. Kavanagh

1979-80 BUDGET

The committee reviewed the Proposed Budget for 1979-80 for Department 05, and suggests two changes to the Finance Committee. The first is that the No. 124 - "Travel, Charter Presentations" account be increased by U.S. \$1,280 to anticipate the added cost of journeys of more than 500 miles to charter clubs as provided in Policies, which increases this account to U.S. \$7,000. The committee also suggests that Account No. 169 - Kiwanis International-Europe - be increased by U.S. \$10,392. This will provide for the original amount of U.S. \$35,000 previously agreed upon as our share in the initial stages of the Kiwanis International and Kiwanis International - Europe agreement; U.S. \$12,000 to cover cost of Kiwanis International - Europe president and governors to attend the fall Council; and an additional U.S. \$7,000 to partially defray the cost of an additional man in the Zurich office, thus providing time for Egon L'Eplattenier to perform field service. Trustee Egon Kuzmany has assured us that in discussion with the Kiwanis International - Europe Board there will be no future increases requested and that as membership in Kiwanis International - Europe increases the Kiwanis International participation will decrease. The only exception to this would be if a new activity is initiated by Kiwanis International.

With the addition suggested, the total 05 budget will amount to U.S. \$287,520.

The committee further suggests that the Board review the current policy of district subsidies as provided for in the 05-130 Account. The committee particularly questioned where this might lead Kiwanis International in light of the fact that other extension areas are already attached to various districts which receive no subsidy and it can be expected that other similar arrangements will be made.

REQUEST OF AUSTRALIA DISTRICT FOR FIELD SERVICE

Governor Phil Hatchard of the Australia District has sent several urgent requests for field service help in his district. Only one club has been organized there this year and the governor indicates that for various reasons he does not believe there will be any further growth without the impetus of field service help. He also has sent a suggested six-week schedule for a field service representative which projects the organization of at least six clubs. His letter gives assurances that volunteers will work closely with the representative.

The committee noted that there are funds available which can be used for such a field trip in this year's budget in the 05-172 "New Club Representative" account. Further, staff indicates that former Field Service Representative Robert Mason would be willing to undertake such an assignment. In light of the urgency of the request of Governor Hatchard and also to ascertain whether an experienced field service representative can be successful on such an assignment, the committee makes the following recommendation:

Recommendation #1:

The committee recommends that Field Service Representative Robert Mason be assigned during the current year to the Australia District for six weeks.

I move that recommendation 1 be adopted.

(Adopted)

REVIEW OF PRESIDENTIAL AND BOARD OVERSEAS TRAVEL

Completed questionnaires have been received from four recent past presidents regarding presidential travel. Each indicates that he considers the travel demands on the president excessive. The committee noted, too, the expense involved in presidential travel not only to Kiwanis International, but also to the Kiwanians whom he is visiting.

Recommendation #2:

The committee recommends that a study of presidential travel be made with an end to reducing it both domestically and overseas in light of the cost in time and money to Kiwanis International and the Kiwanians visited, and that the past presidents be asked to put this on the agenda at their convention meeting so that they may give the Board their recommendation in this regard.

I move that recommendation 2 be adopted.

(Adopted)

PREPARATION FOR THE 5th ASIA-PACIFIC CONFERENCE

The committee views with concern the elaborate and expensive preparations being made for the conference by the Republic of China District. The committee requests that staff continue to emphasize to the district's leadership that Kiwanis International will not underwrite any of these expenses, since they are being incurred without prior approval, and that Kiwanis International will not allow the conference to be used for any political purpose.

Recommendation #3:

The committee recommends that the Asia-Pacific Conference by policy is self-supporting and, therefore, Kiwanis International will not underwrite any loss.

I move that recommendation 3 be adopted.

(adopted)

REPORT ON FIELD TRIP BY THE DIRECTOR OF EXTENSION SERVICES

This very complete report was read with interest by the committee members. Note was made of a suggestion that consideration be given to the organization of a Council in Africa. Currently there are six (6) clubs in Africa with two more expected to be organized before convention.

Recommendation #4:

The committee recommends that the Kiwanians in Africa be informed that the Board will consider granting them Council status after ten clubs have been organized.

I move that recommendation 4 be adopted.

(adopted)

EFFECT OF PROPOSED NEW INTERNATIONAL RELATIONS PROGRAMS ON INTERNATIONAL EXTENSION

The committee next reviewed the report of the recent meeting of the 1979-80 chairmen of International Relations Committees, attached as Exhibit A. The committee was particularly interested in the proposed program of attaching overseas clubs and councils to districts. The committee believes that if this is voluntary on both sides and it is clear to the districts that they can expect no remuneration from Kiwanis International for the service they give these attached clubs, then the program can be of value in bringing more service to the overseas clubs. The committee suggests that this program be promoted and explained by a newsletter as recommended in the report of the chairmen of the 1979-80 committees on international relations.

On another topic, the committee noted that the first clubs in several countries have been originated by the on-the-scene efforts of Kiwanians, who in the course

of their travels took time out to make the first contacts which resulted in a new club and country for Kiwanis. To duly recognize their efforts and to encourage similar efforts, the committee makes the following recommendation:

Recommendation #5:

The committee recommends that a suitable commendatory plaque be prepared for those Kiwanians who started the first clubs in new countries, as verified by the Director of Extension Services, and that they be invited to Toronto at their own expense to receive them at the Awards Luncheon of this year's International Convention.

I move that recommendation 5 be adopted.

(adopted)

The committee then heard a report by President Bill Solberg about his recently completed trip to the Caribbean. He expressed concern regarding Kiwanis in Puerto Rico. The six clubs there have low membership and growth has not been good. President Bill suggested that if at all possible more help be given to the Council of Puerto Rico.

The committee also reviewed a letter received from Governor Frank Vascellaro of the Texas-Oklahoma District requesting that the new club currently being organized in Mexico City be attached to his district. The committee suggests that he be informed that the International Board of Trustees will consider this after the club is organized.

Recommendation #6:

The committee recommends that the Texas-Oklahoma District be notified that the Mexico City club when organized will be attached to that district.

I move that recommendation 6 be adopted.

(adopted)

Respectfully submitted,

ALLEN M. DUFFIELD
DWIGHT F. GALLIVAN
DREW M. PETERSEN, M.D.
MAURICE GLADMAN, Chairman

REPORT OF THE COMMITTEE ON INTERNATIONAL RELATIONS

MARCH 14-16, 1979

KIWANIS GENERAL OFFICE

Participants: Alberto Andrade-Marin
Kurt-Konrad Huber, M.D.
Lloyd E. Lilley

Staff Members Participating: R. M. Detloff, Gerald Jindra

This is a report of a committee made up of the Chairman of three International Relations Committees for 1979-80 as appointed by President-elect Mark Smith.

The participants first expressed their appreciation to President-elect Mark Smith for the opportunity and challenge entailed in serving as chairmen of their respective International Relations committees.

COMMITTEE STRUCTURE

In light of the increased responsibilities of the International Relations Committee and the varying conditions worldwide, the committee deemed it necessary that three separate International Relations Committees be formed to apply the committee functions in their respective areas.

One of these committees will be called the Kiwanis International Relations Committee-The Americas. Alberto will chair this committee.

Another will be called the Kiwanis International Relations Committee-Asia-Pacific and will be chaired by Lloyd Lilley.

The third will be called Kiwanis International Relations Committee-Europe-Africa-Mediterranean and will be chaired by Kurt Huber.

The Committees will serve the areas indicated by their names.

EXTERNAL FUNCTION

Until now the general concept of the International Committee on International Relations has been that the Committee exists in order to encourage clubs to provide services to people or communities outside of their own nations. The kinds of activities regarded as its primary province are illustrated on the fourth page of the current Program Sheet of the Committee on Citizenship Services. For convenience this service function can be described as an EXTERNAL FUNCTION as distinguished from activities carried out primarily from the standpoint of strengthening the Kiwanis organization.

The Committee members recommend that the International Committees on International Relations continue to have the promotion of this external function as one of its aims.

INTERNAL FUNCTIONS

The Committee chairmen also recommend that the International Relations Committees in 1979-80 have INTERNAL functions, that is, those concerned with the interaction of Kiwanis clubs in various nations and areas. The Committee recommends three Internal Functions.

One will deal with the promotion of and provision for joint service projects between Kiwanis clubs. This type of service project will normally be one undertaken by a club in newer Kiwanis areas with the assistance of a club, or clubs, in Canada, Europe, or the United States of America. The primary function of the International Relations Committees in this regard will be to act as gatherer and disseminator of information concerning possible joint service projects of this nature.

This program has already been inaugurated by the Department of Extension Services, which has sent letters and forms to all clubs in newer areas regarding this new program. The letter and application form are attached as exhibits A and B. Several of these forms have already been returned.

An article concerning the new program appeared in the April issue of the Bulletin for Kiwanis Officers. The Committee suggests that vigorous promotion of this program be continued.

Another Internal Function of the Committees will be to recommend and promote methods of developing friendship between Kiwanians and Kiwanis clubs in different nations and increasing understanding by Kiwanians and Kiwanis clubs of one country of the way of life, problems, and aspirations of Kiwanians and Kiwanis clubs in other nations. An example of this would be the exchange visits between Kiwanians of the Capital District and the Netherlands.

A third function of the Committee will be to promote, establish, and assist more or less formalized bondings between Kiwanis administrative units in different countries. Between districts this relationship will be in the form of "twinning," that is, it will be a non-structured agreement between districts of different countries to establish a special partnership arrangement.

The Committee suggests that more formalized and structured relationships be established between Councils and districts, and non-districted clubs and districts with the Council and a non-districted club being given the opportunity to become actually attached to an existing district.

The purpose of this third Internal Function, which will be an innovation, will be to make available to the clubs in a Council and non-districted clubs the experience, expertise, and fellowship of long established districts.

The Committee suggests these principles be followed in this program:

1. The program will be entirely voluntary for both the district and the non-districted club or Council.
2. The district will service the club as far as possible the same as it services any other club in the district.
3. A non-districted club will become part of an existing division in the District.

4. A Council may become a separate division of the district or may be made part of an existing division.
5. The overseas club will have all obligations to the districts as any other club, except that during the first year period it will not have to pay dues to the district.
6. This program will not preclude the eventual organization of a separate district in the attached area when the K.I. Board decides that growth so warrants.

To inaugurate this new program the Committee makes the following recommendation to the K.I. Board of Trustees:

Recommendation #1: The Committee recommends that a program to allow non-districted clubs and councils to become attached to existing districts be established based on the six principles given in this report.

PROMOTION OF PROGRAMS

In order to accomplish their aims, the International Relations Committees will have to maintain frequent communication with all areas. Therefore, the Committee proposes the publication on the regular basis of a newsletter, which will be sent to all non-districted club presidents and secretaries, council leadership, District International Relations Committee Chairmen, international committee chairmen, and K.I. Board members. The Committee suggests this bulletin be published initially in English, French, and Spanish. It also suggests that the Director of Extension Services act as its editor.

The Committee hopes that if the Board of Trustees approves, ample opportunity be given for explaining and promoting the "attachment" program to the 1979-80 governors-elect, upon whose acceptance the program so heavily depends.

Respectfully submitted

ALBERTO ANDRADE-MARIN

KURT-KONRAD HUBER, M.D.

LLOYD E. LILLEY

REPORT OF THE BOARD COMMITTEE ON KEY CLUBS

TO THE MEETING OF THE

INTERNATIONAL BOARD OF TRUSTEES

MAY 5-8, 1979

Date of Meeting: May 5, 1979

Place of Meeting: General Office

Present: Members - Albert L. Cox, John T. Roberts
Chairman - Mark A. Smith, Jr.
Staff Members - R. P. "Reg" Merridew, William H. Jepson, Robert P.
Kavanagh, James P. "Pete" Tinsley, Gary R. McCord

REPORT ON FEBRUARY KEY CLUB INTERNATIONAL BOARD MEETING

The chairman reported on his attendance at the recent Key Club International Board Meeting held here in Chicago. He noted that the Key Club Board was an extremely well motivated group. They had made several decisions that he considered were tremendously unselfish which would prove to be beneficial to the Key Club organization. He also reported that Douglas D. Barone of Boca Raton, Florida had been selected to fill the vacancy on the Board. Douglas had melded well into the group and had contributed greatly to the meeting. He commended President Billy and his Board for their excellent work.

ITEMS ARISING OUT OF THE KEY CLUB INTERNATIONAL BOARD MEETING

The Committee then reviewed the tentative budget for the 36th Annual Key Club International Convention and found it to be in good order.

Recommendation #1:

The Committee recommends that the budget for the 1979 Key Club International Convention (attached Exhibit A) be approved.

I move recommendation #1 be adopted.

(adopted)

The Committee then reviewed the one amendment to be presented to the House of Delegates at the 36th Annual Key Club International Convention. This amendment would raise the minimum charter membership from 10 to 15. The Committee noted that this same amendment had been presented in previous years and urged that the Key Club Board work diligently to see to it that the delegates in attendance understand the amendment totally and the importance it has as far as the stability of future new Key Clubs is concerned.

The Committee reviewed the dates for the 1979-80 Key Club International Board Meetings, Key Club Week and K-Family Weekend and found them to be satisfactory.

Recommendation #2:

The Committee recommends that the following dates be approved:

1. Post Convention Training Conference and Board Meeting - July 12-15, 1979
2. Valley Forge Board Meeting - August 29-31, 1979
3. Winter Board Meeting - February 9-11, 1980
4. K-Family Weekend - Any weekend in February 1980
5. Key Club Week - November 11-17, 1979

I move recommendation #2 be adopted.

(adopted)

REVIEW OF WORKING PAPER ON SPONSORED YOUTH

The Committee then reviewed the Working Paper on Sponsored Youth that is provided each year to International Key Club Committee members and found it to be generally in good order. Staff was requested to revise it in those areas using titles that are no longer in use.

IMPLEMENTATION OF OVERSEAS KEY CLUBS

It was felt that no action could be taken on this area until the September Board Meeting after reports are received from Board Counsellors on the status of Key Clubs in these various areas around the world where non-affiliated Key Clubs presently exist.

REVIEW OF KEY CLUB INTERNATIONAL BOARD TRAVEL

The Committee reviewed reports on the travel of the Key Club International Board since January and found the travel to conform to present Board Policies.

KEY CLUB RESERVE FUND - REVIEW OF KEY CLUB BUDGET

The Committee then reviewed a Schedule of Surpluses (deficits) for the Key Club Department for the past 12 years and then reviewed in detail the proposed 1979-80 Budget for the Key Club Department. The Committee particularly reviewed the subsidy that Kiwanis International has been contributing to this department over the past several years. In its study the Committee was unable to ascertain any set pattern or formula for determining the proper amount of this subsidy each year. It was the opinion of the Committee that there should be a firm and logical basis for any such subsidy. The Committee felt that those portions of the budget relating to staff salaries and the expenses involved in supporting the functioning of the department ie Bureau of Accounts and Office Management, were proper functions to be covered each year by the subsidy from Kiwanis International.

Recommendation #3:

The Committee recommends that the Kiwanis International subsidy to the Key Club Department each year cover the following areas of the Key Club Department Budget:

- 15-100 - Salaries of Staff
- 101 - Salaries, Non-Staff
- 102 - Overtime, Temporary Help and Employment Fees
- 290 - Allocation of Expenses

I move recommendation #3 be adopted.

(adopted)

Respectfully submitted:

Albert L. Cox
John T. Roberts
Mark A. Smith, Jr., Chairman

Exhibit A

TENTATIVE BUDGET
KEY CLUB INTERNATIONAL CONVENTION
WASHINGTON, D.C.
July 8-11, 1979

Income:	<u>1979 Budget</u>
Registration (2300 X \$32.00)	\$73,600.00

Expenses:

15-153 - 1. Kickoff Brunch (2300 @ \$6.90)	15,870.00
2. Farewell Luncheon (2200 @ \$10.00)	22,000.00
3. Board Luncheon (Sat.; July 7 - 25 @ \$10.00)	250.00
4. Board Dinner (Wed, July 11 - 50 @ \$10.00)	500.00
5. Awards (Trophies, Plaques, Certificates, Bonds)	3,000.00
6. Program Materials (Slides, etc.)	3,000.00
7. Entertainment (Fees & expenses)	1,500.00
8. Staff Expenses (Airfare, Hotel, etc.)	8,000.00
9. Forms and Badges	4,500.00
10. Printed Program	2,500.00
11. Hotel Charges (Spotlights, operators, microphones, duplicating charges, damage charges)	2,000.00
12. Postage and Express	2,000.00
13. Theme and Objectives (booklets & buttons)	1,720.00
14. Office Supplies	460.00
15. Telephone and Telegraph	300.00
16. Host Expenses (flowers, Host Chairman's postage & other expenses)	500.00
17. Overtime and Temporary Help	3,000.00
18. Receptions (Governors, Board, Guests & Adults)	500.00
19. Speakers (Fees & Expenses)	<u>2,000.00</u>

TOTAL	\$73,600.00
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REPORT OF BOARD COMMITTEE ON LAWS AND POLICIES
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 4-8, 1979

Date of Committee Meeting: May 6, 1979

Place of Committee Meeting: General Office

Present: Members - Merald T. Enstad, Mark A. Smith, Jr.
Chairman - Dwight F. Gallivan
Staff member - Fay H. McDonald

Amendments for Toronto Convention

The draft of the proposed amendments submitted by the Board, as well as the amendment for admission of females into Kiwanis membership submitted by the Kiwanis Club of Selah, Washington, have been prepared in the manner in which they would be printed. These are found in Exhibit A attached to this report.

Proposed amendment No. 1 amends Article XVIII, Section 3, of the Bylaws of Kiwanis International to increase the amount of the annual subscription price of Kiwanis Magazine from \$3.00 to \$4.50. No action on this proposed amendment is needed at this time because it was adopted as contained in Exhibit A at the January 25-30, 1979 Board meeting.

Proposed amendment No. 2 to be submitted by this Board is a housekeeping amendment to Article VII, Section 3, of the Constitution of Kiwanis International in order to clarify which officers of Kiwanis International shall have served either as a governor of a district or as president of the European Federation.

Recommendation #1:

The committee recommends the adoption of the wording of the amendment to Article VII, Section 3, of the International Constitution as delineated in proposed amendment No.2 in Exhibit A, for presentation to the delegates in Toronto.

I move that recommendation 1 be adopted.

(Adopted)

Proposed amendment No. 3 is a housekeeping amendment to Article VI, Section 4, and Article XIII, Section 6, of the Bylaws of Kiwanis International in order to concentrate in one section the procedure with respect to the absence of or the inability of the President to perform his duties.

Recommendation #2:

The committee recommends the adoption of the wording of the amendment to Article VI, Section 4, and Article XIII, Section 6, of the Bylaws of Kiwanis International as delineated in proposed amendment No. 3 in Exhibit A, for presentation to the delegates in Toronto.

I move that recommendation 2 be adopted.

(Adopted)

Proposed amendment No. 4 to be submitted by this Board is a housekeeping amendment to delete Section 7 of Article XIII because the procedure for removing a member of the Board of Trustees for failure to perform the duties of his office would best be handled by the Board of Trustees on an individual basis whenever such a need should ever arise. Authorization for this committee to prepare such a proposed amendment was adopted by the Board at its January 25-30, 1979 meeting so no further action needs to be taken on this proposed amendment at this time.

Proposed amendment No. 5 to be submitted by this Board is for the purpose of amending Article XI, Section 3, of the International Constitution and Articles XV and XVI of the International Bylaws in order to grant the Board of Trustees the privilege of defining the duties of International Committees, and to provide that the President-elect has the right to name additional committees by and with the consent of the Board of Trustees. This proposed amendment will provide for greater flexibility and more efficient committee functioning.

You will note in the wording of Part 3 of proposed amendment No. 5 that Article XVI would be deleted with the exception that present Sections 6 and 7 of Article XVI would be incorporated in the revision of Article XV. The duties of the standing committees other than the Committee of Past Presidents and the Committee on Resolutions would become a part of Policies rather than bylaw provision.

Recommendation #3:

The committee recommends the adoption of the wording of the amendment to Article XI, Section 3, of the International Constitution and to Articles XV and XVI of the International Bylaws as delineated in proposed amendment No. 5 in Exhibit A for presentation to the delegates in Toronto.

I move that recommendation 3 be adopted.

(Adopted)

Proposed amendment No. 6 has been duly submitted by the Kiwanis Club of Selah, Washington. It proposes that women be admitted into Kiwanis club membership.

Policies Referrals

Revised pages of Policies have been produced incorporating all new policies or revisions which have been adopted by the Board at the Board Meeting of September 25-28 and October 1, 1978 and the Board Meeting of January 25-30, 1979. At the conclusion of this report, each member of the Board will receive an envelope containing the revised pages ready for insertion into his copy of Policies in his Board Brief. This will give each of you a complete set of Policies as amended as of the January 25-30, 1979 Board Meeting.

The committee proposes to eliminate the confusion as to when a policy adopted by the Board takes effect and makes the following recommendation:

Recommendation #4:

The committee recommends that the following statement be adopted and reproduced on the cover page of the Policies of the International Board of Trustees: "All policies shall become effective immediately upon adoption

by the Board of Trustees unless the motion to adopt or revise a policy statement specifies a time for becoming effective."

I move that recommendation 4 be adopted.

(Adopted)

A policy statement is needed in order to clarify whether there is authorization for the procedure to begin nominations only for the offices of Trustee before the results of the balloting for a previous office is known. However, there could not be any balloting for Trustees to be elected until the results of the election for an office above the level of Trustee is known when such results would affect the number of Trustees to be elected.

Recommendation #5:

The committee recommends adoption of a policy statement under the heading of "Election Procedures" to be inserted on Page D-1 of Policies which would read: "At an International Convention, when the number of Trustees to be elected may be affected by the results of the balloting for an office above the level of Trustee, the nominations for the Trustees to be elected at the convention may immediately follow the collection of ballots for the last office above the level of Trustee requiring a written ballot. In such a situation, the presiding officer shall announce the number of Trustees to be elected immediately prior to the casting of the ballot for the election of Trustees.

I move that recommendation 5 be adopted.

(Adopted)

Respectfully submitted,

MERALD T. ENSTAD

MARK A. SMITH, JR.

DWIGHT F. GALLIVAN, Chairman

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

May 4 - 8, 1979

Date of Committee Meeting: May 6, 1979

Place of Committee Meeting: General Office

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

1979-80 Budget Review

The Secretary and the Comptroller discussed the proposed budget for Department No. 18, Board Leadership and Council, with the Committee and noted suggestions for change suggested by the Committee.

In making its suggestions, the Committee indicated its approval of the complete revision of the Club Officers Manual for the 1980-81 administrative year by suggesting the inclusion of an additional \$2,000 for the typesetting and art required for the revision.

Evaluation of Conference for Governors-elect, March 28-31, 1979

The Conference for Governors-elect was held at the Sheraton Plaza Hotel, March 28-31. All governors-elect except the governor-elect of Japan District were present. Other participants included the Council Presidents of Korea and of Singapore-Malaysia-Thailand and the President-elect of Kiwanis International-Europe. The Presidents of Puerto Rico and Argentina Councils were not in attendance.

The Committee regards the conference as having been most successful and has no reservation about the additional day having been well utilized. It does not regard the facilities at the Sheraton Plaza as ideal because of the lack of additional rooms which could be used for workshop sessions on the same level as the primary conference room and because of the crowded room in which the general sessions are held. If a downtown hotel location is available as an alternate, it would ask the Convention Department to report on such availability and cost for next year; it would prefer to have space comparable to that used at the Holiday Inn two years ago.

Evaluation report forms received to date from thirteen governors-elect were reviewed. While there was a consensus that the workshop sessions had greatest appeal to governors-elect, the Committee sees some formal instruction (which governors-elect regard as lectures) being necessary in the teaching process. But, with only minor exceptions, governors-elect were unanimous in their praise of the conference, its agenda, the quality of instruction, the hospitality and friendship, and so on.

The Committee believes that some reevaluation needs to be made of how we are incorporating governors-elect from extension districts into the program. It was suggested that Wednesday morning be used for a sightseeing tour of Chicago; that these governors-elect be encouraged to depart on Sunday, rather than Saturday,

so that all of Saturday afternoon can be reserved for a separate conference for them; that they be given the option of single rooms without additional charge; and that translation services be further refined, including the possibility of simultaneous translation in the future. These are matters which should have further discussion by the 1979-80 Committee in September.

The staff requested clarification of the inclusion of women in conference plans. It was agreed that, as in the past, no invitation or encouragement be given to governors-elect to bring their wives but that, when we learn that wives will be accompanying their husbands to Chicago, we inform the appropriate governors-elect that their wives will be welcome to attend the Wednesday evening dinner, with the governor-elect paying the cost of the meal. Furthermore, wives of governors-elect from extension districts would be invited to accompany their husbands on the Wednesday morning sightseeing tour of Chicago (if such a tour is planned) and have lunch with the group on Wednesday. No other plans would be made for wives who accompany their husbands.

The Committee expresses its commendation and appreciation to Percy Shue and all other members of the staff for their valuable work in planning and coordinating the conference and assisting with the instruction.

Council Meeting in Toronto

At the Toronto Convention, the Council Breakfast Meeting will be held on Sunday, July 1, in the Sheraton Centre at 8:15 a.m. Attached as Exhibit B is the agenda.

As a continuing plan for the Devotions period at Council meetings, the Committee suggests that members of the Board Committee on Leadership and Council participate in the devotions at the fall meeting of the Council and that first-year trustees (insofar as practical) participate in the devotions at the Council meeting held at the International Convention.

Fall Council Meeting, September 28-30, 1979

The Committee devoted appreciable time to suggesting possibilities for program elements for the fall meeting of the Council. It was agreed that a "new look" is in order after some years, and a number of suggestions were provided to staff. Staff will organize these into a tentative agenda, which will be reviewed by the Committee at its pre-convention meeting in Toronto. The emphasis will be on small group discussions, varied techniques of presentation, and a focus on the kinds of topics governors-elect themselves have suggested as topics they would hope to have covered.

The Committee reviewed action taken by the Board at its January meeting, in view of the fact that only meal cost is involved in the attendance of district secretaries, with respect to attendance at Council and makes the following recommendation.

Recommendation #1:

The Committee recommends that the Board reconsider action taken with respect to the attendance of district secretaries at the September 28-30 meeting of the Council and that all secretaries and their wives be invited to attend the Council on the same basis as last year.

I move that recommendation 1 be adopted.
(Adopted)

Regional Conferences for Division and Club Officers (1979-80)

At its January meeting, the Board approved the holding of ten Regional Conferences for Division and Club Officers during 1979-80. It has since been determined that these will be held in: Dallas (10/27); Vancouver or Portland (10/27); Albany (11/3); Minneapolis (11/3); Jacksonville (11/10); Ottawa or Toronto (11/17); Kansas City, Kansas (12/1); Columbus, Ohio (12/1); Albuquerque (12/8); and Richmond (12/8). Field Service representatives will assist the Director of Field Service and/or the Director of Administrative Services in covering these conferences.

Recommendations from the 1979-80 Planning Conference, March 14-16

The Committee gave attention to selected items in three reports from the 1979-80 Planning Conference:

Leadership Development (the report is attached as Exhibit A)

This report was divided into two parts: Objective I - To qualify more members for positions of leadership within Kiwanis, and to provide leadership technique assistance to incumbent officers; and Objective II - To serve the community at large and its young people through sponsorship and promotion of adult and youth leadership development education.

For Objective I, the report offers sixteen recommendations. Obviously, there cannot be immediate endorsement or implementation of all of these at this meeting, but staff has been asked to consider them as a continuing agenda for possible implementation and reintroduce them to the 1979-80 Committee at such times as they could be appropriately implemented or receive further evaluation. These are regarded as long-range recommendations, some of which merit attention this fall during the preparation or revision of manuals and other leadership education materials for 1980-81. They are carefully considered and creative suggestions which deserve our continuing consideration.

There is less certainty among members of the Committee about the acceptance among clubs of the recommendations offered under Objective II. Such recommendations need testing on something less than an international scale before appreciable literature is developed and distributed to all clubs. The Committee does believe that the idea can be planted among all clubs pending clear evidence through experience that such a plan of community-wide leadership development programming has acceptance and is practical. It was suggested that Chairman Mark Arthur might wish to test out such a project in his own club and share his evaluation of the experience with the next Committee.

Kiwanis Education

The Committee concurs with a principle expressed in the report of the Committee on Leadership Education, namely, that we need to look at leadership education from the standpoint of the president-designate's needs as he sees them rather than try to impose upon him what we regard as most important to us. We need more basic education of club officers-designate on the fundamentals of running a successful club.

With respect to this, the Monday afternoon forums at Toronto, identified in recent years as "Administrative Techniques for Club Officers-designate," will be listed in Toronto as being for presidents-designate and on the subject of "How To Run A Successful Club." They will focus upon basics: how to educate club leadership, how to run a good club meeting, how to run a board meeting, and so on. (This is in response to recommendation 5 on page 2 of the report.)

The Committee does not concur with recommendation 6 of the report (that additional materials be provided all lieutenant governors for redistribution to club officers-designate) insofar as the forthcoming summer is concerned. We rather accept the recommendation as one calling for a careful review of all materials being distributed this year from the standpoint of whether better materials (not additional ones) can be provided districts and clubs next year. We need to think of possible reduction of distributed materials rather than an increase in them.

The committee chairmen also recommended (recommendation 2 on page 2) that Kiwanis International provide funds to enable districts to provide professional assistance in areas of districts which are, for one reason or another, not participating fully in district and International conferences and conventions. This recommendation found little support among the Committee; the Committee regards this as a concern which districts must confront themselves.

Administration

Recommendation 9 (on page 2) of the Administration report calls for Kiwanis International to "investigate the feasibility of establishing a Motivation Institute to be researched and sponsored by the Kiwanis International Foundation" for providing leadership training for club officers.

At the same time, the Committee had before it a "Proposed Pilot for Kiwanis Leadership Institute," developed by Immediate Past Governor J. J. Johnston, Pennsylvania District. This plan would involve four Sunday afternoon sessions at Duquesne University with twelve to fifteen presidents-designate this summer and follow an agenda which would appreciably vary from the present agenda we are recommending for the lieutenant governor-designate to follow in educating club officers-designate. Assumedly, this pilot would be an initial test of the practicality and value of Recommendation 9 in the Administration Report.

In principle, the Committee does not oppose this pilot program, and the Chairman will so indicate to Immediate Past Governor Johnston. Nevertheless, the Committee regards it as essential that no such pilot project be initiated without the complete knowledge, approval, and support of Pennsylvania District leadership, and the Chairman will so stipulate to the Governor of the Pennsylvania District. Furthermore, the Chairman will urge that if such a pilot program is conducted, it must be conducted for all presidents-designate of a division and not for selected presidents-designate of the Pittsburgh area.

If such a pilot project is carried out, Trustee Jim Richard has offered to attend each of the four planned sessions and to provide the Board with his evaluation of the pilot program.

Future Conference Dates and Facilities

For your information, the Committee reminds the Board of the following events in the schedule of International leadership conferences:

1979 Fall Council: September 28-30, Hotel Continental Plaza, Chicago
1980 Conference for Governors-elect: March 26-29, Hotel Sheraton Plaza, Chicago
1980 Convention Council: June 22, Anaheim, California
1980 Fall Council: October 3-5, Hotel Continental Plaza, Chicago

Respectfully submitted,

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

REPORT OF THE 1979-80 COMMITTEE ON LEADERSHIP DEVELOPMENT

March 14-16, 1979

Participants: Glenn A. Claybaugh, Ph.D.
Mark Arthur, Jr., Chairman

Staff Participants: John L. McGehee

The committee is pleased to make this report following a period of deliberation in the Kiwanis General Office on the ideal content of a program for the Committee on Leadership Development. The deliberation which took place in the General Office incorporated ideas, suggestions, and techniques which were developed during preliminary study by the chairman, the committee members and the staffman assigned to work with them.

The committee feels that there should be two objectives for the Leadership Development program to address:

- I. To qualify more members for positions of leadership within Kiwanis, and to provide leadership techniques assistance to incumbent officers.
- II. To serve the community at large and its young people through sponsorship and promotion of adult and youth leadership development education.

The committee believes that the activities listed below represent the optimum program for Kiwanis Leadership Development.

Meeting Objective I: To qualify more members for positions of leadership within Kiwanis, and to provide leadership techniques assistance to incumbent officers.

1. Revitalization and utilization of the club committee structure to provide leadership development opportunities, including some leadership techniques training for committee chairmen.
2. Provide leadership techniques to club presidents and lieutenant governors through more thorough training in the art of leadership.
3. Compose a leadership development package for club officers.
4. Provide opportunities for self-analysis of leadership styles to club leaders.
5. Provide mailings to club presidents containing leadership techniques ideas.
6. Develop a cassette tape with some basic leadership techniques discussed.
7. Utilization of the Kiwanis Magazine in promoting leadership development through articles by noted leaders in the field.
8. Utilization of the BKO in providing "quickie" leadership aids.
9. A seminar, workshop or symposium at International Convention for Kiwanians generally.

10. A Club Clinic with leadership development aids and techniques for distribution at International Convention.
11. Emphasize to districts the desirability of leadership development seminars and workshops at district training sessions and develop a program outline with program aids for use by the districts.
12. Encourage clubs to highlight leadership development and/or skills at several regular club meetings each year.
13. Restructure the training of governors-elect with added emphasis on leadership techniques and aids and objective oriented training.
14. Annual appointment of a chairman of leadership development in each of the districts by the president-elect. Such chairman would have the primary function of promoting leadership development in the district. Ideally, the chairman would be a past governor and all other past governors would serve on the committee.
15. Train such chairmen and their committees at the International Convention.
16. Employ or retain an expert in leadership development to direct the program from the International Office.

Recommendation #1: The committee recommends that the above points in support of objective #I of a Leadership Development program be considered and that those which can be implemented as far as budgetary considerations, time and facilities available are concerned, be so implemented.

Meeting Objective II: To serve the community at large and its young people through sponsorship and promotion of adult and youth leadership development education.

1. Work with Key Clubs, Circle K clubs and their respective schools to establish leadership development seminars and workshops for the clubs and/or for the general student body.
2. Train Circle K and Key Club district officers at their district and International conventions by use of the Kiwanis chairman of Leadership Development for the district and the staff expert.
3. Work with chambers of commerce and/or extension departments of colleges and universities to establish leadership development seminars and workshops in the community as service projects.

Recommendation #2: The committee recommends that the above points in support of objective #II of a Leadership Development program be considered and that those which can be implemented as far as budgetary considerations and time and facilities are concerned, be so implemented.

Respectfully submitted,

Mark Arthur, Jr.
Chairman, 1979-80
Committee on Leadership Development

AGENDA FOR INTERNATIONAL COUNCIL

Toronto, Ontario

July 1, 1979 - 8:15 a.m.

Hilmar L. "Bill" Solberg, President, Presiding

ANTHEMS

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

INVOCATION

Kermit R. Doolittle, Chairman, Committee on Support of Spiritual Aims

BREAKFAST

DEVOTIONS

Presiding: Drew M. Petersen, M.D., Trustee

Responsive Litany : James B. Richard, Trustee

Old Testament Reading: J. Stewart Wilson, Trustee

New Testament Reading: Albert L. Cox, Trustee

Devotional Message: Aubrey E. Irby, Trustee

Musical Selection: Debra McConnell, Griffin, Georgia

GREETINGS FROM THE PRESIDENT

Hilmar L. "Bill" Solberg

THE CONVENTION PROGRAM

Allen M. Duffield, Chairman, Board Committee on Convention

REMARKS ON CONVENTION MUSIC

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

GROUP SINGING

KIWANIS ELECTION PROCEDURE

Maurice Gladman, Chairman, Conference on Nominations

DISCUSSION

CONVENTION RESOLUTIONS

Robert H. Leverenz, Chairman, Committee on Resolutions

PROPOSED AMENDMENTS TO THE INTERNATIONAL CONSTITUTION AND BYLAWS

Dwight F. Gallivan, Chairman, Board Committee on Laws and Policies

DISCUSSION

PRESIDENT'S REPORT ON KIWANIS GROWTH AND EMPHASIS PROGRAMS

Hilmar L. "Bill" Solberg

DISCUSSION

ADJOURNMENT

REPORT OF BOARD COMMITTEE ON MEMBERSHIP GROWTHTO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 4-8, 1979

Date of Committee Meeting: May 6, 1979

Place of Committee Meeting: General Office

Present: Members: Stephen H. Hart, Jr.
E. B. "Mac" McKittrick
C. E. "Pete" Thurston, Jr.
Chairman: John T. Roberts
Staff: William A. Brown

Review of Membership Statistics

The Board Committee reviewed the Trend Membership Figures and New Member Add Reports for the first six months of this administrative year. These membership statistics are attached as Exhibits A and B, and show that the trend membership exceeds 300,000.

Report on Growth Programs for the 1978-79 Administrative Year

The "Share Your K" continues to receive a wide acceptance, with over 13,000 roodium lapel pins sold to date.

Other growth awards sent out from the General Office thus far in 1978-79 are as follows:

Three Members	431
Five Members	327
Ten Members	156
Other (15 thru 45)	124

At the present time, it appears there will be about seventy-five (75) clubs that will receive Special Recognition at the Toronto Convention for having obtained their 1978-79 New Member Add goal by April 30, 1979.

To date there has been seven (7) clubs that have earned the Target 30 award.

1979-80 Growth Programs

The Committee reviewed the current programs for Membership Growth. After considerable discussion, it was the feeling of the Committee that the Presidents' Day program and the Target 30 program should be discontinued following the 1978-79 Administrative Year.

Recommendation #1:

The Committee recommends that the Presidents' Day program and the "Target 30" program be discontinued following the 1978-79 Administrative Year.

I move that recommendation #1 be adopted
(Adopted)

At this time, the Committee reviewed programs that were proposed by the 1979-80 International Committees on Membership Growth and Education.

One of the programs proposed was designated the "Kiwanis Leaders Klub". This program is designed to give recognition to individuals who have sponsored five or more members, using the current "K" awards. The districts would be encouraged to publish the names of the award recipients in their District Bulletins and those members who have obtained 50 or more members would be listed in the Kiwanis Magazine. Also those individuals who obtain 100 members or more would be listed in the Kiwanis Magazine with a photo and a short biography. These latter Kiwanians would also be awarded a gold Kiwanis pen with their initials or name engraved thereon.

Recommendation #2:

The Committee recommends that any Kiwanians who sponsors 100 or more members into Kiwanis (cumulative) be given, in addition to his appropriate Diamond K pin, a Kiwanis gold pen with his initials or name engraved thereon.

I move that recommendation #2 be adopted
(Adopted)

Recommendation #3:

The Committee recommends that Staff develop a means of identification for members of the "Kiwanis Leaders Klub" to be worn at the 1980 Kiwanis International Convention.

I move that recommendation #3 be adopted
(Adopted)

Recommendation #4:

The Committee recommends that, with the concurrence of the Board Committee on Publications and Advertising, the Kiwanis Magazine publish the names of those individuals who sponsor 50 or more members, and that a photo and a short biography for an individual who has sponsored 100 members be published.

I move that recommendation #4 be adopted
(Adopted)

Recommendation #5:

The Committee recommends that the cumulative feature of the Diamond Growth award program begin with the date of the program's initiation.

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

Recommendation #6:

The Committee recommends that, with the concurrence of the Board Committee on Conventions, a reserved section be provided for the members of the "Kiwanis Leaders Klub" at one of the general sessions of the 1980 Convention and the members be introduced to the convention as a group at this session.

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

Another program that was proposed by the 1979-80 International Committees on Membership Growth and Education was a Spring and Fall "Membership Roundup" program that was used in the 1977-78 Administrative Year by the Pennsylvania District. The Membership Roundup is designed to gain new Kiwanians for existing Kiwanis clubs. It provides a complete plan for the program and it establishes definite times for emphasis on membership (e.g., in March and September, when it is most important to get new members). A banner patch would be awarded to any club increasing it's membership by five (5) as a direct result of a Membership Roundup. There would be a Spring Roundup banner patch and a Fall Roundup banner patch. The patches would be of the same design but different colors.

Recommendation #7

The Committee recommends that the Spring Membership Roundup and the Fall Membership Roundup programs be adopted for the 1979-80 Administrative Year..

I move that recommendation #7 be adopted

(Adopted)

Staff was directed to continue it's research for an appropriate award that could be attached to the podium of a new club that doubles it's organizational membership (as "adds") within ninety (90) days of the organizational date. Also, research is to continue on an appropriate award for the established Kiwanis clubs that are certified to have achieved their Diamond Growth Membership adds by April 30 of each year. Both of these programs will be targeted to begin in the 1979-80 Administrative Year.

1979-80 Proposed Budget

The Committee reviewed with Staff the 1979-80 Proposed Budgets. Several changes were referred to the Finance Committee.

Referrals from 1979-80 Planning Conference

The report of the 1979-80 Committees on Kiwanis Education at the March Planning Conference, attached as Exhibit C, was reviewed.

The report contains six recommendations of which recommendations 1, 2, 3, 5, and 6 pertain to matters which are appropriate to other Board Committees. Prior to this Board Meeting, President Hilmar L. Solberg referred these five recommendations to the appropriate Board Committees and any action taken on these recommendations will be reported by such Board Committees.

Recommendation #4 of the 1978-79 Committees on Kiwanis Education requested that a continuing procedure be established for a congratulatory letter from the President to go to each new member reported to Kiwanis International. After careful consideration of this recommendation the Committee was of the opinion that the cost of sending out 50,000 letters or more each year would be prohibitive.

The report of the 1979-80 Committee on Project 30 at the March Planning Conference, attached as Exhibit D, was reviewed.

Recommendation 1 of the report was a request that a 4-page brochure, attached as Exhibit E, be developed on the subject of recruiting young men, 30 years old and younger, into Kiwanis clubs. The brochure would be prepared for distribution at the Toronto International Convention and will also be sent to Kiwanis Club presidents and secretaries during the 1979-80 Administrative Year. The estimated cost for 20,000 brochures would be at least \$2,000.00. It is the Committee's understanding that funds are available in the 1978-79 budget.

Recommendation #8:

The Committee recommends that the brochure attached as Exhibit E be prepared for distribution at the Toronto International Convention and for mailing to the 1979-80 Kiwanis Club presidents and secretaries.

I move that recommendation #8 be adopted.

(Adopted)

Recommendations #2 and #3 as contained in Exhibit D have been processed administratively.

Recommendation #4 of the report is for a trophy award. The award is intended for 1979-80 Lieutenant Governors who have 30 new members, 30 years of age or younger, recruited by the clubs in their divisions. The awards are estimated to cost \$10 to \$15 each and, anticipating a need for 100 trophies, the total cost would be \$1,500.00.

Recommendation #9:

The Committee recommends that a trophy be presented to any 1979-80 Lieutenant Governor who has 30 new members, 30 years of age or younger, recruited by the clubs in his division, and that the award be presented at one of the district-wide meetings.

I move that recommendation #9 be adopted

(Adopted)

A further request has been received from the 1979-80 Committee on Project 30 for a special ribbon to be worn by members of the Project 30 Committee at the Toronto International Convention. This request is being referred to the appropriate staff function.

The committee reviewed the recommendation of the 1979-80 Committee on Administration that the 1979-80 International Committees on Membership Development and Education develop and recommend to the International Board a new method of determining membership criteria for the Distinguished Governor Awards Program. These criteria are to include a new member add formula as an added option to the present membership net increase requirement. The Committee concurs with this recommendation.

Request of Kiwanis Club of Golden "K" Williamsport, Pennsylvania

The Committee reviewed the request by the Kiwanis Club of Golden "K" Williamsport, Pennsylvania, asking for consideration in the matter of reducing or eliminating International Dues for a Golden "K" club made up of retired men.

The Committee does not concur with this request and reaffirms the position of the Kiwanis International Board that a Kiwanis club consisting of members who have retired receive the same rights and privileges as any other Kiwanis clubs and therefore must assume the same obligations as any other Kiwanis club.

Respectfully submitted,

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

REPORT OF CLUBS AND MEMBERSHIP

FOR MONTH OF: March 1979

EXHIBIT A

DISTRICT	ACTIVE CHARTERS	INACTIVE CHARTERS	TOTAL CHARTERS	APS. MBR. TOTAL	HONORARY	TOTAL MEMBERSHIP
ALABAMA	115	3	118	5,455	40	5,495
ANDEAN	42	2	44	881	9	890
AUSTRALIA	37	1	38	831	6	837
CAL-NEV-HAWAII	587	15	602	23,628	482	24,110
CAPITAL	219	1	220	9,106	137	9,243
CAROLINAS	192	3	195	10,036	88	10,124
E.CANADA-CARIBBEAN	267	6	273	10,028	137	10,165
FLORIDA	309	6	315	14,965	150	15,115
GEORGIA	151	2	153	7,801	87	7,888
ILL-EASTERN IOWA	300	4	304	11,965	160	12,125
INDIANA	202	3	205	9,498	76	9,574
JAPAN	10	-	10	891	-	891
KANSAS	122	1	123	4,622	28	4,650
KENTUCKY-TENNESSEE	189	2	191	8,647	110	8,757
LA-MISS-WEST TENNESSEE	163	3	166	6,924	48	6,972
MICHIGAN	213	2	215	8,711	122	8,833
MINNESOTA-DAKOTAS	154	1	155	7,760	67	7,827
MISSOURI-ARKANSAS	228	13	241	8,966	82	9,048
MONTANA	58	1	59	2,337	15	2,352
NEBRASKA-IOWA	189	4	193	8,257	55	8,312
NEW ENGLAND	256	6	262	10,711	235	10,946
NEW JERSEY	175	8	183	6,038	135	6,173
NEW YORK	354	5	359	13,471	232	13,703
NEW ZEALAND	55	-	55	1,644	7	1,651
OHIO	358	5	363	16,845	243	17,088
*PACIFIC NORTHWEST	421	11	432	15,772	168	15,940
PENNSYLVANIA	259	6	265	10,057	130	10,187
PHILIPPINE LUZON	75	1	76	1,940	4	1,944
PHILIPPINE SOUTH	70	31	101	1,721	8	1,729
REP. OF CHINA	23	-	23	814	6	820
ROCKY MOUNTAIN	113	3	116	4,890	34	4,924
SOUTHWEST	141	7	148	5,318	59	5,377
*TEXAS-OKLAHOMA	453	23	476	17,485	138	17,623
UTAH-IDAHO	77	-	77	3,331	24	3,355
WESTERN CANADA	66	1	67	2,286	39	2,325
WEST VIRGINIA	67	-	67	2,467	33	2,500
WISCONSIN-UPPER MICHIGAN	195	2	197	8,841	58	8,899
OVERSEAS EXTENSION	63	-	63	1,404	4	1,408
KIWANIS INT.-EUROPE	388	-	388	10,273	-	10,273
TOTALS	7,356	182	7,538	296,617	3,456	300,073

INCLUDING 60 CLUBS CARIBBEAN: 14- BAHAMAS, 1 - BARBADOS, 2 - GRAND CAYMAN ISLAND,
1 - GUADELOUPE, 25 - JAMAICA, 1 - MARTINIQUE, 1 - SURINAM, 11- TRINIDAD,
4 - NETHERLANDS ANTILLES; ** 61 CLUBS CANADA: *** 3 CLUBS MEXICO: 2 CALIFORNIA-NEVADA
HAWAII, 1 - TEXAS-OKLAHOMA

NEW MEMBER ADD REPORT FOR WORLDWIDE EAST

PERIOD COVERED: MONTH March, 1979

DISTRICT	1978-79 NEW MEMBER ADD GOAL	6/12 OF NEW MEMBER ADD GOAL TO DATE	<u>ESTABLISHED CLUBS</u>		<u>NEW CLUBS</u>				<u>TOTAL NEW MEMBER ADDS</u>		
			ADDS THIS MONTH	ADDS TO DATE	CLUBS THIS MONTH	ADDS THIS MONTH	TOTAL CLUBS TO DATE	ADDS TO DATE	TOTAL ADDS THIS MONTH	PREVIOUS ADD TOTALS	TOTAL ADDS TO DATE
ALABAMA	1,507	754	54	471	1	26	8	185	80	576	656
CAPITAL	2,683	1,342	92	650	1	26	3	72	118	604	722
CAROLINAS	2,807	1,404	111	821	-	-	6	125	111	835	946
E. CANADA-CARIBBEAN	2,821	1,411	165	925	2	47	7	168	212	881	1,093
FLORIDA	4,216	2,108	207	1,630	-	-	7	183	207	1,606	1,813
GEORGIA	2,217	1,109	95	703	-	-	3	69	95	677	772
INDIANA	2,697	1,349	125	773	1	20	7	151	145	779	924
KENTUCKY-TENNESSEE	2,485	1,243	125	715	2	51	2	51	176	590	766
MICHIGAN	2,526	1,263	111	677	-	-	1	20	111	586	697
NEW ENGLAND	3,069	1,535	113	836	2	44	4	86	157	765	922
NEW JERSEY	1,850	925	72	424	-	-	-	-	72	352	424
NEW YORK	3,916	1,958	136	966	1	22	5	109	158	917	1,075
OHIO	4,925	2,463	189	1,347	1	22	3	66	211	1,202	1,413
PENNSYLVANIA	2,825	1,413	101	761	2	49	3	69	150	680	830
WEST VIRGINIA	695	348	35	236	2	47	4	110	82	264	346
EUROPEAN FEDERATION	2,595	1,298	173	173	5	114	27	563	287	449	736
TOTALS	43,834	21,923	1,904	12,108	20	468	90	2,027	2,372	11,763	14,135
NEW MEMBER ADDS- WORLDWIDE WEST	40,689	20,352	2,102	13,416	22	514	79	1,869	2,616	12,669	15,285
GRAND TOTAL	84,523	42,275	4,006	25,524	42	982	169	3,896	4,988	24,432	29,420

NEW MEMBER ADD REPORT FOR WORLDWIDE WEST

PERIOD COVERED: MONTH March, 1979

DISTRICT	1978-79 NEW MEMBER ADD GOAL	6/ 12 OF NEW MEMBER ADD GOAL TO DATE	ESTABLISHED CLUBS		NEW CLUBS				TOTAL NEW MEMBER ADDS		
			ADDS THIS MONTH	ADDS TO DATE	CLUBS THIS MONTH	ADDS THIS MONTH	TOTAL CLUBS TO DATE	ADDS TO DATE	TOTAL ADDS THIS MONTH	PREVIOUS ADD TOTAL	TOTAL ADDS TO DATE
ANDEAN	165	83	7	80	3	67	5	110	74	116	190
AUSTRALIA	216	108	5	84	-	-	1	21	5	100	105
CAL-NEVADA-HAWAII	6,881	3,441	389	2,250	-	-	2	43	389	1,904	2,293
ILLINOIS-E. IOWA	3,409	1,705	149	941	1	20	8	204	169	976	1,145
JAPAN	257	129	9	62	-	-	-	-	9	53	62
KANSAS	1,307	654	81	438	1	21	3	66	102	402	504
LA-MISS-W. TENNESSEE	1,959	980	84	672	2	43	9	204	127	749	876
MINNESOTA-DAKOTAS	2,233	1,117	91	631	-	-	2	43	91	583	674
MISSOURI-ARKANSAS	2,625	1,313	136	864	2	57	4	98	193	769	962
MONTANA	671	336	41	222	-	-	3	93	41	274	315
NEBRASKA-IOWA	2,354	1,177	129	755	-	-	2	43	129	669	798
NEW ZEALAND	389	195	40	181	-	-	-	-	40	141	181
PACIFIC NORTHWEST	4,324	2,162	265	1,857	2	46	6	132	311	1,678	1,989
PHILIPPINE LUZON	491	246	13	94	1	22	4	112	35	171	206
PHILIPPINE SOUTH	662	331	26	146	-	-	2	49	26	169	195
REPUBLIC OF CHINA	140	70	-	122	1	20	6	141	20	243	263
ROCKY MOUNTAIN	1,385	693	71	513	-	-	1	21	71	463	534
SOUTHWEST	1,510	755	96	570	2	52	5	117	148	539	687
TEXAS-OKLAHOMA	5,220	2,610	302	1,709	4	86	10	216	388	1,537	1,925
UTAH-IDAHO	948	474	53	268	1	20	2	48	73	243	316
WESTERN CANADA	709	355	18	194	-	-	-	-	18	176	194
WISCONSIN-UPPER MICHIGAN	2,421	1,211	93	682	1	25	1	25	118	589	707
EXTENSION	413	207	4	81	1	35	3	83	39	125	164
TOTAL	40,689	20,352	2,102	13,416	22	514	79	1,869	2,616	12,669	15,285

REPORT OF THE COMMITTEES ON KIWANIS EDUCATIONMarch 14-16, 1979

Participants: R. Tyler Bland, Jr., Chairman, 1979-80 Committee on
Kiwanis Education - Worldwide East
Philip B. Robinson, Chairman, 1979-80 Committee on
Kiwanis Education - Worldwide West
Staff: Percy H. Shue, Director, Communications Services

The chairmen appreciate very much the opportunity to serve as members of President-elect Mark Smith's 1979-80 team and welcome appointment especially to head the two Special Committees on Kiwanis Education.

The critical factors in leadership in Kiwanis are education, communication, and motivation. Kiwanis International has been aware of this for decades, but the achievement has been sporadic. We have, for example, placed great emphasis upon and achieved good success in growth, especially in new club growth, but our success in developing the overall quality of leadership has been less evident.

120
Our objective in leadership education should be to prepare every leader for the position to which he has been elected. At the club level, we need a turn-around; we need to look at leadership education from the standpoint of the president-designate and satisfy at least what he regards as necessary for him to run a successful club. He needs to know how to basically administer a Kiwanis club, how to run a board meeting, how his committees should operate, how his club should induct new members, how to run a good club meeting, etc. If we have to make a choice, he needs these things more than he needs sales talks on new club building, convention attendance, Life Member Status, and similar topics which represent legitimate goals of Kiwanis International and district leadership. We need to get back to the very basics in selecting our agendas for club leadership development and see the president-designate's needs through his eyes as well as our own.

MG & E
Our objective in Kiwanis education, both for the member and for the public, should be to make the member proud of being a Kiwanian and the public aware of the reasons for that pride. As a starter, we need a new and dignified induction ceremony to suggest to all clubs. We need to develop in all Kiwanians an awareness of district and International structure, size, and geographical distribution. We need club meeting programs on Kiwanis itself. We need simple statements of what Kiwanis is, what it does, for distribution and publication. There is no appreciable need for development of many additional materials; we must develop a better plan for using what we have and what we know are in the works for production later this year.

To those ends, we jointly make the following recommendations at this time:

1. We recommend to the President-elect that -

At the Conference for Governors-elect, governors-elect be asked to appoint a chairman for Kiwanis education as the primary contact for the appropriate International Committee on Kiwanis Education and stress the desirability of selecting a man receptive to new approaches and new concepts, and

At the same conference, governors-elect be informed of plans for Kiwanis education conferences at the Toronto convention as recommended below or else as finally implemented.

2. We recommend to the Kiwanis International Board Committee on Leadership and Council that -

L & C
The Committee endorse the concept that professional assistance be provided to districts on behalf of improved quality of leadership education and that the Committee request funds for the implementation of such concept.

- P. R
3. We recommend to the Board Committee on Public Relations that -

It recommend a permanent phrase or statement which will serve as a continuing identification of what Kiwanis is.

- MG & E
4. We recommend to the Kiwanis International Board of Trustees that -

A continuing procedure be established for a congratulatory letter from the President to go to each new member reported to Kiwanis International.

- L & C
5. We recommend to the staff responsible for Toronto forum agendas that -

Instead of the present schedule of Monday afternoon forums on Leadership Techniques for 1979-80 Club Officers, there be substituted three forums, all in the Sheraton Centre, directed to presidents-designate and entitled "How To Run A Successful Club," dealing with the basics of club administration and that materials distributed at these forums directly support the agenda topics, and that facilities be reserved at Toronto for the two Kiwanis education chairmen to meet during the forum period on Tuesday afternoon with district chairmen of Kiwanis Education if such have been appointed and are in attendance at the Convention.

- L & C
6. We recommend to the staff responsible for leadership education materials for districts that -

The gathering of materials distributed at the Monday afternoon forums referred to above be provided this summer to each lieutenant governor-designate in a quantity equal to the number of clubs in his division.

Respectfully submitted,

R. TYLER BLAND, Jr., Chairman, Special 1979-80 Committee
on Kiwanis Education - Worldwide East
PHILIP B. ROBINSON, Chairman, Special 1979-80 Committee
on Kiwanis Education - Worldwide West

REPORT OF THE 1979-80 COMMITTEE ON PROJECT 30

Participant: Edward A. Novak, Jr., Chairman

Staff Participant: William H. Jepson, Director, Executive Services and
Sponsored Youth

It is a pleasure to accept the assignment to chair the Project 30 Committee for 1979-80, and I appreciate the President-elect's confidence in me.

Members of the Committee are being selected by the President-elect upon the advice of Kiwanis leaders in various parts of the organization. Members are to be Kiwanians who are 30 years of age or younger, and Project 30 will differ from other International Committees in that its members will be primarily involved with a study and research effort and will not be working directly with Kiwanis Clubs and district chairmen.

The primary objective of Project 30 is for interested Kiwanis Clubs to lower the average age of their membership and an attempt to bring in a group of young men who will more directly relate to the organization's youth-related programs and projects.

Current Membership Development programs are geared to develop membership from the older, more established group of community leaders. The organization needs to attract younger men, which is a group not now being aggressively sought. This will not be a "crash" program, rather it will be designed to bring in a selective group of young men who have positive leadership potential.

Kiwanis Clubs will benefit in that they will be able to bring in young men who are more directly related to youth and their problems, to current civic leadership trends, and who will provide a different type of enthusiasm and refreshment to the planning and promotion of projects dealing with senior citizens and traditional club activities.

This effort will not be a "threat" to current Kiwanis Club leadership, but it will provide a new resource which can be developed, through Kiwanis career training, into club leadership for the future.

To implement this program, the following recommendations are made to the International Board:

Recommendation #1:

It is recommended that a 4-page, 8-1/2 x 5-1/2 brochure be developed on the subject of recruiting young men, 30 years old and younger, into Kiwanis Clubs. Color and artwork are to be used extensively to give

this brochure wide appeal, and it should be prepared for distribution to the 1979 Toronto International Convention. This brochure will also be sent to Kiwanis Club presidents and secretaries during 1979-80 in mailing from the General Office as well as to district officers. 25,000 copies of this brochure should be sufficient for use during 1979-80.

Recommendation #2:

It is recommended that a Project 30 booth be provided at the 1979 Toronto International Convention, to be manned by Project 30 Committee members.

Recommendation #3:

It is recommended that a Project 30 Forum be provided at the 1979 Toronto International Convention. The Forum will be led by the Chairman and selected members of the Committee.

An article on this Forum is to be included in the June 1979 issue of the Bulletin for Kiwanis Officers, and a special release will be sent to all District Bulletin Editors. This Forum will be advertised as being for Kiwanians who are 30 years old and younger and for Kiwanis Club presidents who are interested in recruiting younger members for their clubs.

Recommendation #4:

It is recommended that a special Project 30 Award Program be instituted in 1979-80 for Lieutenant Governors, worldwide. A special plaque will be presented to the Lieutenant Governor of each division that adds at least 30 new Kiwanians, 30 years old or younger, to its established clubs. These awards will be presented at annual Kiwanis district conventions by the official representative of the International Board. This award will feature a likeness of a hunter carrying a gun, to signify the primary objective of Project 30 to "hunt" and enlist younger men into Kiwanis membership.

Respectfully submitted,

EDWARD A. NOVAK, JR.
Chairman
1979-80 Project 30 Committee

WANTED

FOR MEMBERSHIP IN

KIWANIS INTERNATIONAL



PHYSICAL TRAITS

AGE:----- Under 30
 HEIGHT;--- Over 3 Feet
 WEIGHT;--- Under 1 Ton
 RACE:----- Human
 SEX:----- Male
 HAIR:----- Any Color



JOHN Q. YOUNGMAN

CHARACTERISTICS

Friendly Smile
 Firm Handshake
 Happy Personality
 Enthusiastic
 A Go-Getter
 On The Way Up

HABITS:--- Can't say NO when asked to work on community projects.

HANGOUTS:-- Where young people can be found enjoying life to the fullest.

CAUTION:--- Can be dangerous to anyone with a pessimistic outlook on life.

REWARD:---- A fortune in new enthusiam for your Kiwanis club.

APPREHEND AND INDUCT INTO YOUR KIWANIS CLUB IMMEDIATELY

KIWANIS CLUB SELF ASSESSMENT QUIZ

Yes No

1. Is your club located in a retirement community?
2. Has the average age of your membership increased significantly in the past 10 years?
3. Are most of your members bragging about their grandchildren?
4. Are your Kiwanis Family Days getting to be three and four generation family reunions?

IF YOU ANSWERED "NO" TO THE FIRST QUESTION, AND "YES" TO THE REST OF THE QUESTIONS --

THEN YOUR KIWANIS CLUB NEEDS PROJECT 30

YOUNG MEN ARE INTERESTED IN JOINING KIWANIS BECAUSE OF:

- | | |
|---|------------------------------|
| Our Reputation | Our Sponsored Youth Programs |
| Our Civic Involvement | Our Community Leadership |
| Our Altruistic Ideals | Our Major Emphasis Projects |
| The Opportunity For Community Service And New Friendships | |

YOUNG MEN WILL STAY IN KIWANIS BECAUSE OF:

- | | |
|---|---------------------------------------|
| The Fellowship | The Leadership Development Potential |
| The Community Service | The Travel and Convention Experiences |
| The Contacts With Youth | The Family Involvement and Sociality |
| Pride In A Job Well Done | The Satisfaction In Helping Others |
| The Variety of Kiwanis Interests And Projects | |

YOUNG MEN ARE TURNED OFF BY:

- | | |
|------------------------------|------------------------------|
| Disorganized meeting | Club Inertia |
| Uninteresting Programs | Lack of Sufficient Young Men |
| Being Ignored | Too Few Ladies' Functions |
| Excessive Fines | Inconsistent Club Policies |
| Rowdy Members | Impenetrable Cliques |
| Poor Quality Food | Inadequate Meeting Place |
| Ineffective Service Projects | |

YOUNG MEN WILL BE IMMEDIATE ASSETS TO YOUR KIWANIS CLUB BECAUSE OF:

1. OUR MAJOR EMPHASIS PROJECT - "RIGHT START - THE FORMATIVE YEARS"

This vehicle is an excellent opportunity for a young man to become closely involved with even younger persons, not necessarily the dis-advantaged or the under-achiever (we have lots of projects for those children) but with the gifted of our youth as well. It is a chance to be a positive influence on character building without being associated with government and its stigma of "welfare" or a "hand-out" for a self serving purpose.

2. OUR SPONSORED YOUTH -- KEY CLUBS, CIRCLE K, KEYWANETTES, BUILDERS CLUBS

Within the Kiwanis family, we have plenty of father and grandfather images. We have need for more 'older brother' type images to balance the wisdom of age and experience with the still burning fires of adventure along with the practicality of reality that young men realize and achieve in their '20s. The mixture can only improve our Kiwanis - Sponsored Youth Relationships.

3. OUR SENIOR CITIZEN PROJECTS

Again in Kiwanis, with regard to senior citizens, we have an abundance of peer involvement. Seniors are hungry for contact with younger mature adults who can bring vitality and new ideas into the lives of successful business and professional persons who are no longer in the main stream of things. This contact can be a two way street, for some of the problems of today could (and might already have been) solved with old fashioned ideas -- the re-inventing of the wheel concept if you will -- a potential source of experience "in the bank" that can be tapped by a positive relationship with our elders.

4. TRENDS IN THE AREA OF CIVIC AFFAIRS

Younger persons are being elected to political offices and appointed to civic commissions. Peer contact is important and necessary to offset the negative influences of those elements within our society that seem to have all the time and money necessary to promote their own (often radical) viewpoints. The governmental establishment needs to be constantly re-shaped, but not from the ground up in one huge revolutionary spasm. We have, through our Citizenship Committees and programs, a vehicle that will allow young men to have access to the younger law-makers and commissioners, and thereby to be spokesmen for us.

5. THE POTENTIAL FOR INDIVIDUAL FULFILLMENT

Within Kiwanis, there is the mix of fellowship, involvement, youth projects, and sociality that is not found in any other organization, be it Church, fraternal clubs, business/professional groups, or even other service clubs. We have the best of all those other groups, without the static identifying characteristics for which men will join those groups. THIS HAS GOT TO BE OUR BIG SELLING POINT: KIWANIS IS AN ORGANIZATION WHOSE PRIORITIES AND ATTENTION ARE GEARED TO PRESENT CIRCUMSTANCES AND FUTURE NEEDS!!!!!!

WE HAVE SOMETHING IN KIWANIS TO OFFER TO EVERY YOUNG MAN;

EVERY YOUNG MAN INTERESTED IN COMMUNITY SERVICE HAS SOMETHING TO OFFER KIWANIS.

YOU WILL FIND YOUNG MEN IN THESE PLACES (AND OTHERS LIKE THEM)

YOUR JUNIOR CHAMBER OF COMMERCE

YOUR CIRCLE K GRADUATES

YOUR OWN FAMILY --- SONS and SONS-IN-LAW

CHURCH YOUTH GROUPS

NEW PTA MEMBERS

NEW APPLICANTS TO LOCAL BUSINESS AND PROFESSIONAL GROUPS

COMPANY CAFETERIAS AND/OR LUNCHROOMS

LOCAL RACQUETBALL, HANDBALL AND TENNIS COURTS

NEW LOCAL ALUMNI ASSOCIATES

LOCAL CIVIC ACTION MEETINGS

TO GET YOUNG MEN INTERESTED IN JOINING KIWANIS

DO make use of the Kiwanis Objectives and Theme folders and the pocket information folders. We have a salable program. Sell it with the tools of the trade.

DON'T be vague in describing your own club's activities and value to the community. State definitely what your club does that is directly beneficial to your citizenry. Generate a Club History for this job.

DO make prospective members SO WELCOME at your club meetings, that they will actively seek to be invited to join your club.

DON'T be wishy-washy in offering membership. The offer of membership in Kiwanis is an honor to a young man.

DO be specific in what his first committee assignments and responsibilities will be on joining the club, and explain the opportunity for a new man to rise to the presidency of the club.

DON'T leave him by himself as THE YOUNG MAN in the club, - aim for at least 4 new members under age 30 this Kiwanis year.

DO have his wife meet the other members' wives as soon as possible, and get his entire family involved in a service project at the earliest opportunity - as an inducement towards membership.

DON'T stifle his enthusiasm by avoiding his questions about why the club operates as it does. Tell it like it is, and you may find a better way to be a more successful community asset.

DO ask him what HIS interests are, and tell him how Kiwanis membership can fulfill and expand those interests. Then have HIM recruit other members of his age group to help promote those interests and induct them EN MASSE!!!!

DON'T be wary of young men. We were all under 30 once and EAGER BEAVERS too.

REPORT OF BOARD COMMITTEE ON NEW CLUB BUILDINGTO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEESMAY 4-8, 1979

Date of Committee Meeting: May 7, 1979

Place of Committee Meeting: General Office

Present: Members - Raymond W. Lansford, James B. Richard, John T. Roberts
 Chairman - C. E. "Pete" Thurston
 Staff Members - Robert M. Detloff, Alonzo J. Bryan

Revocation of Charters:

The committee reviewed information provided by the Staff relating to the proposed revocation of charters and the following sixty-two charters are recommended to the Board for revocation:

CLUBORGANIZATION DATE

Northern Cambria County, Pennsylvania	September 26, 1923
Garrettsville, Ohio	October 25, 1946
North Canton, Ohio	May 9, 1951
Princeton, New Jersey	September 16, 1955
West Memphis, Arkansas	December 10, 1956
Clinton, Ohio	December 27, 1961
Carson, California	May 16, 1962
North Arlington, New Jersey	October 27, 1964
Hastings, Queen City, Nebraska	November 2, 1964
Branch Brook, Belleville, New Jersey	December 12, 1965
La Plata, Argentina	April 8, 1969
Lawrence, New Jersey	September 18, 1969
Cerritos-Artesia, California	June 3, 1971
Friona, Texas	January 27, 1972
Des Moines, Washington	February 8, 1972
Wazzu Wakers, Pullman, Washington	September 18, 1972
Iowa Great Lakes, Okoboji, Iowa	September 27, 1972
Green River-Kent, Washington	January 31, 1973
Mandaue City, Cebu, Philippines	January 17, 1974
Sunrise Gallup, New Mexico	March 5, 1974
Roadrunner, Tucson, Arizona	June 11, 1974
Yerba Buena, San Francisco, California	June 14, 1974
Northern Valley, Closter, New Jersey	September 12, 1974
Liverpool, New York	September 17, 1974
Ste. Genevieve, Missouri	January 22, 1975
Edna, Texas	February 7, 1975
Mariposa, Orillia, Ontario	March 3, 1975

CLUB

ORGANIZATION DATE

Burlington, Ontario	July 16, 1975
Ahwatukee, Phoenix, Arizona	August 14, 1975
Bislig (Diwata), Surigao Del Sur, Philippines	August 15, 1975
Baird, Texas	September 25, 1975
Golden K, North Hudson, New Jersey	October 30, 1975
Kearney, Missouri	November 21, 1975
Greater Malvern, Arkansas	May 10, 1976
League City, Texas	May 21, 1976
Rolling Meadows, Illinois	June 8, 1976
Hurst, Texas	August 3, 1976
Pecos Valley, Roswell, New Mexico	August 26, 1976
Cielo Vista, El Paso, Texas	September 7, 1976
Los Fresnos, Texas	September 12, 1976
Santa Anita Mall, Arcadia, California	September 21, 1976
Copan, Oklahoma	September 27, 1976
Laurie, Missouri	September 28, 1976
Ingleside, Texas	September 28, 1976
El Capitan, Kayenta, Arizona	September 29, 1976
Golden K, North Bergen, New Jersey	September 30, 1976
Golden K, Bayonne, New Jersey	November 30, 1976
Monmouth and Independence, Oregon	January 18, 1977
Firebaugh, California	January 20, 1977
Camilla, Georgia	April 28, 1977
Dauphin, Manitoba	May 13, 1977
Salug, Philippines	August 18, 1977
Ozamis City, Philippines	September 5, 1977
Siayan, Philippines	September 5, 1977
Liloy, Philippines	September 6, 1977
Golden K, Fayetteville, North Carolina	September 14, 1977
Santa Catalina, Philippines	September 25, 1977
Guihulngan, Philippines	September 25, 1977
Shonto, Arizona	November 3, 1977
Bayawan, Philippines	November 13, 1977
Fishers, Indiana	January 18, 1978
Gulf Coast, Panama City, Florida	January 24, 1978

Recommendation #1:

The committee recommends that the charters of the sixty-two listed clubs be revoked.

I move that recommendation 1 be adopted.

(Adopted)

Procedure when charter is retired

The committee reviewed Board Policy (C-11) relating to the retirement of a charter when two Kiwanis clubs join together. Procedure has been that letters are forwarded to the last known club president and secretary the same as directed when consideration is being given to the revocation of a charter as included in Article IV, Sections 3 & 4 of the Bylaws of Kiwanis International.

Since the Board of Directors of the club having its charter retired has already approved the action, the committee is of the opinion that the same procedure of notification as directed for the revocation of a charter does not apply in this instance.

Recommendation #2:

The committee recommends that Board Policy C-11 have a statement added to the effect that, on the occasion of the retirement of a charter, due to the joining together of two or more clubs, and when the Board of Directors of the club having its charter retired has approved the action, it is not necessary to follow the procedure of notification to the last known club president and secretary as directed in Article IV, Sections 3 & 4 of the Bylaws of Kiwanis International. The committee recommends that this addition to Board Policy be referred to the Board Committee on Laws and Policies for implementation.

I move that recommendation 2 be adopted.

(Adopted)

Reactivated clubs

Since the last meeting of the Board the following five Kiwanis clubs have been removed from the not meeting list and restored to active status:

Marbel, Philippines Polomolok, Philippines
President Quirino, Sultan Kudarat, Philippines
Naval, Biliran Subprovince, Leyte, Philippines
East Bayshore, East Palo Alto, California

Recommendations of Committee on Administration

One recommendation of the Committee on Administration was referred to the committee for consideration and action:

1. Non-reporting clubs and clubs with delinquent payment of dues.

"After issuance of the semi-annual dues statement and at the termination of the 60-day grace period for payment, a notification will be sent by the International Office to the District Officers, Club Officers, and the District Chairman on Special Club Services.

This notification would state that the International General Office will terminate all Kiwanis services to a club considered 'not in good standing' at the completion of an additional 60 days, unless all the required obligations of a 'club in good standing' are fulfilled."

This recommendation came about from a discussion centered around the laxity of a district to place a club on a "not meeting" status. Due to the delay in confirming "not meeting" clubs by the district, one or more billing periods could be charged against the club and the outstanding indebtedness would continue to mount.

Recommendation #3:

The committee recommends the adoption of a policy statement under the heading of "Financial Delinquencies" to be inserted on page C8 of policies which would read "when a club is delinquent in the payment of dues or supplies items for a period of 120 days or more, no additional services from Kiwanis International will be provided the club until such debt is paid in full. The International Secretary at the end of a 120-day period, shall request of the district governor of the district of which the club is a part, a report on the club's actual status to be submitted within thirty days, a copy of which will be sent to the Lieut. Governor. If the club is actually in a not meeting status, or if the status report is not forthcoming in 30 days, the International Secretary shall inform the District Governor, Governor-elect, District Secretary, and Lieutenant Governor that the club has been declared to be not meeting."

I move that recommendation 3 be adopted and referred to the Board Committee on Laws and Policies for insertion in Board Policies.

(Adopted)

New Club Building Statistics

The committee reviewed the record of New Club Building for 1978-79 as of this date and was pleased with the report of 212 new Kiwanis clubs organized. This compares to 227 clubs organized in the record-breaking year of 1977-78. Several approaches were discussed to aid in motivating the Governors to give the necessary leadership in building new Kiwanis clubs so that the goals for the current year can be met. Concern was expressed for the districts that have not organized a new club this year. Special effort is to be put forth to have at least one new Kiwanis club organized in the New Jersey District and the Western Canada District so that all districts on the North American Continent will have organized at least one new Kiwanis club prior to the opening of the convention in Toronto.

The committee would urge each member of this Board to maintain a continuing contact with the districts to which you are assigned and encourage the building of new Kiwanis clubs at every opportunity.

The progress reports of John Bradin and Don Wilson were reviewed. The committee wishes to express its appreciation to these two men for the efforts put forth to promote the building of new Kiwanis clubs this year.

Inlcuded in the report of John Bradin was a request that consideration be given to recognizing a "Distinguished District" rather than a "Distinguished Governor." John is of the opinion that if the Governor becomes a "Governor of a Distinguished District" the entire sales force receives the same kudos that the Governor receives. The committee feels that this does not come under its jurisdiction.

John further suggested that a certificate of sponsorship and appreciation be presented to a club sponsoring a new Kiwanis club and that the actual "Sponsorship patch" for the club banner be presented later after the sponsoring club has met all of its obligations to the new club. The committee felt that this might be impractical to administer and is holding the matter over for further study.

Eastern Canada and The Caribbean District

A request has been received from Clinton H. Whitfield, Governor of the Eastern Canada and The Caribbean District, explaining the unique situation existing in the district in relationship to the building of new Kiwanis clubs and the language problem in the French speaking areas of Quebec Province.

Governor Clint expressed doubt that a Field Service Representative could be engaged who would be acceptable in all areas of Canada. In fact Clint stated it is difficult to locate a man who could be successful in an adjoining division in some instances.

The District Board has taken action requesting that consideration be given to permitting a lieutenant governor to recommend a man, preferably retired, to work in a specific area after a survey and the initial contacts have been made. This Kiwanian would be submitted to the Governor for consideration and the Governor would in turn recommend to the Director of Field Service that approval be granted and the Director would then appoint this Kiwanian to serve for a specific assignment. It is suggested that the sum not to exceed \$100 be allowed for each assignment, to cover expenses only. No salary or per diem to be considered.

After the committee had explored all the ramifications involved we are of the opinion that this service should be provided to the Eastern Canada and The Caribbean District; and also to the Western Canada District for the 1979-80 administrative year.

Recommendation #4:

The committee recommends that effective now and extending through the 1979-80 administrative year, that the expenses of Special Accredited Representatives be allowed, not to exceed \$100 per site, for the purpose of assisting in the building of new Kiwanis clubs in the Eastern Canada and the Caribbean District and the Western Canada District. Said appointments are to be made and supervised by the Director of Field Service upon the recommendation of the Governor

I move that recommendation 4 be adopted.

(Adopted)

Kiwanis Clubs comprised of senior citizens (Golden K)

A request was reviewed by the committee relating to Kiwanis clubs comprised of senior citizens.

Paul L. Heath, District Chairman on Support of Spiritual Aims for the Pennsylvania District, suggests:

"... a new format for Golden K clubs. Rather than a regular Kiwanis club, why not an organization sponsored by a Kiwanis club such as Circle K and Key Clubs? It need not be as structured and they surely do not need all the material put out by International. Guidance would be strictly by local sponsoring Kiwanis clubs."

This matter has been presented to this Board on previous occasions and the opportunity does exist for Kiwanis clubs to sponsor senior citizens clubs at the local level as a community activity. The committee has discussed similar proposals in the past and reaffirms its position that all Kiwanis clubs are formed according to the Bylaws of Kiwanis International and all organized clubs are obligated to adhere to its rules and policies with no exceptions.

New Club Building Promotion 1979-80

The promotional suggestions for New Club Building for the 1979-80 administrative year as presented by Wil H. Blechman and Harris Hunter were reviewed.

The New Club Building Award certificates are to be continued. It has been suggested that no certificates be presented on charter night to the governor, lieutenant governor or district chairmen. A certificate is to be prepared at the end of the year listing the number of clubs built during the period from October 1, 1979 through September 30, 1980. The committee recommends that the Accredited Representative be included to receive a certificate providing he actually has participated in the building of the new club.

Recommendation #5:

The committee recommends that the Accredited Representative be added to the criteria to receive the New Club Building Award certificate provided that he has actually participated in the building of the new Kiwanis club.

I move that recommendation 5 be adopted.

(Adopted)

A sample of the AWARD TROPHY FOR 1979-80 was available to the committee. It is a cast figure of the world with a matching cast Kiwanis emblem on top. Both are to be gold plated. The trophy rests on a wooden base with a gold plate for placing an appropriate inscription.

The committee reviewed the suggested criteria and has suggested certain changes. A copy of the criteria is attached as Exhibit A. This award is for the period from October 1, 1979 through November 30, 1979.

Several comments have been received during the past couple of years that a separate award should be made available for the period following December 1 and to the end of the administrative year. Wil and Harris have recommended that RECOGNITION PLAQUES be awarded for the building of new Kiwanis clubs during this period. A copy of the criteria for these plaques is also listed on Exhibit A.

Training of Accredited Representatives

The subject of additional training for Accredited Representatives has been held over.

Lieutenant Governors Quarterly Evaluation Reports

The committee feels that the New Club Building promotion would be strengthened if some provision were made on the Quarterly Evaluation Reports for the lieutenant governors to report on the New Club plans, progress, and goals in the division.

The committee would like this to be referred to the proper committee for consideration in including this item in the next printing.

Supplies included in organization kits

The committee with the increasing costs in mind has requested the Staff to review the quantities of items included in the supplies for new Kiwanis clubs and to reduce to a minimum figure those items that would not seriously impair that which we hope to accomplish in providing these supplies.

Study of cost and effectiveness of the New Club Building effort

The Staff was directed to initiate a study as to what steps might be taken to continue the same quality of New Club Building effort that has brought about record-breaking years since 1972, yet possibly to lower the over-all cost. It is suggested that the Field Service Representatives might come up with some concrete plans to provide an optimum mixture of volunteer and professional help while still maintaining the high level of New Club Building of the past seven years.

1979-80 Budget

The committee approved the budget as presented.

For the record the committee was divided with two members suggesting that the budget be adjusted downward in the 170 & 171 accounts to the extent of \$35,000. The other two members felt this would severely hamper the new club growth and suggest the budget show no change in these two accounts so that the New Club Building effort might continue at its record-breaking pace.

I move that this report be received.

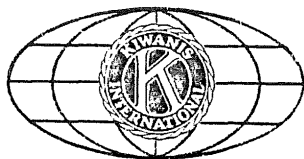
Respectfully submitted,

RAYMOND W. LANSFORD

JAMES B. RICHARD

JOHN T. ROBERTS

C. E. "PETE" THURSTON, Chairman



B U I L D I N G A K I W A N I S W O R L D !

Extending the opportunities for service

1979-80 AWARD TROPHIES AND RECOGNITION PLAQUES

Criteria: THE ORGANIZATION OF NEW KIWANIS CLUBS

Time period: OCTOBER 1, 1979 through SEPTEMBER 30, 1980

* * * * *

1979-80 AWARD TROPHIES - Prior to DECEMBER 1, 1979

1. CLUB PRESIDENTS AND LIEUTENANT GOVERNORS

A. Organizing one (1) new Kiwanis club prior to DECEMBER 1, 1979.

2. DISTRICT GOVERNORS AND DISTRICT CHAIRMEN ON NEW CLUB BUILDING

A. Having within the district two (2) new Kiwanis clubs organized PRIOR TO DECEMBER 1, 1979.

* * * * *

1979-80 RECOGNITION PLAQUES - DECEMBER 1, 1979 through SEPTEMBER 30, 1980

1. CLUB PRESIDENTS

A. Organizing one (1) new Kiwanis club during the period from DECEMBER 1, 1979 through SEPTEMBER 30, 1980 will receive a RECOGNITION PLAQUE for the first club organized.

2. LIEUTENANT GOVERNORS

A. Organizing two (2) or more new Kiwanis clubs during the period from DECEMBER 1, 1979 through SEPTEMBER 30, 1980.

3. DISTRICT GOVERNORS AND DISTRICT CHAIRMEN ON NEW CLUB BUILDING

A. Organizing five (5) or more new Kiwanis clubs during the period from December 1, 1979 through SEPTEMBER 30, 1980.

(Plaques for District Governors, Lieutenant Governors, and District Chairmen are to be prepared after the end of the administrative year showing the total number of new Kiwanis clubs organized in each instance.)

REPORT OF BOARD COMMITTEE ON PROGRAM DEVELOPMENT

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 4-8, 1979

Date of Committee Meeting: May 5, 1979

Place of Committee Meeting: General Office

Present: Members: Warren H. Edwards, James B. Richard,
C. E. "Pete" Thurston, Jr.
Chairman: E. B. "Mac" McKittrick
Staff: Gerald R. Jindra, A. G. Terry Shaffer

Departmental Budget

The Committee reviewed the proposed 1979-80 Program Development Department budget and forwarded its comments and recommendations for the benefit of the Finance Committee.

The Committee also considered prioritizing projected departmental needs and will prepare a working paper on this subject for the future.

The 1979-80 Major Emphasis Program Kit

The Committee studied all the materials comprising the 1979-80 Major Emphasis Program Kit, which has been completed and is being packaged for inclusion as a separate section of the 1979-80 Club President's Leadership Education packet. A kit will be provided to Board members, upon request, by the Program Development Department.

The Committee notes that the materials are excellent but suggests that, in the future, the Major Emphasis section of the Club President's Packet should be prefaced by a Table of Contents, listing all the items contained in the section.

The Committee also noted that a Major Emphasis Program fact folder will be a part of the President's section of the Leadership Education Packet and that this fact folder will be distributed widely at the forthcoming Toronto Convention. A supply will be sent to all districts for use at their district conventions.

Finally, the Committee was apprised that the 1979-80 Theme folders are printed and will be distributed as Kiwanians enter the door on Wednesday evening at the Toronto Convention. This will be the evening during which President-elect Mark Smith will present the 1979-80 Theme, Goals, and Major Emphasis Program. At the conclusion of the presentation of this report, copies of the 1979-80 Theme folder and the 1979-80 M.E.P. fact folder will be distributed.

Status Report: Current Major Emphasis Program

The Committee reviewed the progress of the 1978-79 Major Emphasis Program, "RIGHTSTART - THE FORMATIVE YEARS," based upon mid-year reports of district MEP Chairmen. The Committee noted that 64% of the clubs have definite RIGHTSTART projects underway, while 22% reflect no participation. District chairmen have been unable to ascertain activity from the remaining 14%.

The Committee also noted that many district MEP chairmen feel that most of the clubs in their districts are not involving themselves in new activities on behalf of children because, traditionally, they have been involved in the past with youth-serving projects.

The Committee strongly encourages that more stress on service-oriented projects--especially the Major Emphasis Program--be included as a priority item in future Regional Conferences for Lieutenant Governors. Ideally, coverage of this topic should take place near the beginning of the planned agenda.

The Committee recognizes the importance of membership growth to our organization; however, the Committee is of the opinion that membership should never be an end in itself but, rather, a measure of the service being performed by clubs in their communities. Clubs should be encouraged to strive for membership growth basically as a means for increased service.

President-elect Mark A. Smith, Jr., stated that he will stress service during his contacts and visits in the 1979-80 administrative year.

The Committee then reviewed sales of the "Let's Take Action Against Crime" classroom activity book for elementary schools. A total of 15,668 books have been sold since the book's inception in early January, 1978. Less than 9,000 copies remain in stock, with the current average sales per month exceeding 600 copies. All expenses of production of the initial 25,000 copies of the book were recovered when sales reached 12,000 books and the Kiwanis International Foundation has been repaid their investment of \$25,000 as per agreement.

New Support Material on Drugs and Hazardous Substances

The Committee heard a progress report in the development of new support material for elementary school children on the subject of drugs and other hazardous substances. The development of this material was requested by the Board Committee during its May, 1978 meeting. The new project, entitled, "CHOICES About Drugs and Drinking - A Program About the Use, Misuse and Abuse of Hazardous Substances" is being produced by the same manufacturer which developed the "Let's Take Action Against Crime" book. This new item will be geared toward elementary school students, grades 4-6. The covering folder will be a self-contained teacher's guide, and eight duplicating masters will be inserted in it. Each master will contain a separate lesson on drugs, alcohol, tobacco or various other abused substances. Total production cost for 10,000 initial copies is projected at \$17,000, with selling price to be \$3.95 per unit. Promotional material containing a sample lesson will be available for the Toronto Convention. The finished product will be available for delivery by December, 1979.

Status Report: Builders Clubs

The Committee reviewed the current statistics for the Builders Club program, reflecting 298 clubs officially chartered to date. Of this total, 50 were organized during the 1978-79 administrative year. It was further noted that membership in local Builders Clubs is estimated to be slightly in excess of 7,000.

The Committee then reviewed the latest promotional material prepared by Staff for the Builders Club program. This included the latest Builders Club Newsletter, attached as Exhibit A, which was sent to all sponsors and district chairmen, and a new fact sheet describing the program. Both items will be available in quantity for distribution at the Youth Services Club Clinic Booth in Toronto. To further support promotion of this program at an International Convention, the Committee suggested that either recognition be given to a local Builders Club during a general session, or that slides be shown depicting a Builders Club involved in a service activity. It was suggested that this might be appropriate during the Report of the International Secretary, or the Keynote Address of the President. The Committee believes that this would visually illustrate the viability of the Builders Club program. If possible, this illustration should be prepared for the Toronto convention.

In addition, the Committee suggested that staff investigate the possibility of making special identification ribbons available to guests at Kiwanis International Conventions who are members of Builders Clubs. It is also hoped that serious consideration will be given to providing similar ribbons for members of Key Clubs and Circle K clubs who attend Kiwanis International Conventions.

Finally, the Committee suggested that, at an appropriate time, a feature story on the Builders Club program be published in KIWANIS magazine.

Review of March Programming Planning Conference--Services Group

Attached as Exhibit B is the Report of the Services Group of the 1979-80 Program Planning Conference. The Committee carefully reviewed each suggestion and requested that staff begin work on implementing those areas which do not involve possible additional financial expenditures or in-depth study by other Board Committees.

The Committee acknowledges that certain suggestions in that report should receive specific comment at this time.

Under the "Major Emphasis Programming" section, item #7: The Committee is concerned that, beyond 1979-80, serious consideration should be given to having one title represent both the Theme and Major Emphasis Program rather than the two separate phrases which we now utilize.

Under "Overall Promotion of Service Programming," item #1: The Committee requests that serious consideration be given to adding questions pertinent to the Major Emphasis Program in future printings of the "Lieutenant Governor's Divisional Evaluation Report Form."

With respect to item #2 in that section, the Committee encourages International Committees to schedule meetings for orientation and exchange-of-information purposes at the International Convention just prior to the year they assume their duties. This should not be mandatory, inasmuch as funds do not exist to reimburse International Committees-designate for these meetings; however, the exchange of ideas and other benefits which would accrue should make it desirable for such meetings to take place, and an International Convention would be a logical time for the International Chairmen-designate to attempt to schedule them.

Under "Leadership Education and the Service Programs," item #2: The Committee definitely believes that the "Bibliography of Support Materials Available from the General Office," should be included, in some form, as an integral part of the Club Officers Manual when it is reprinted. The Committee also recognizes that leadership education materials have been printed for the 1979-80 year and therefore requests that staff include, in an appropriate general mailing, a copy of the "Bibliography" (with covering letter of explanation) to 1979-80 club presidents.

Worldwide Kiwanis Prayer Breakfast Proposal

The Committee reviewed a proposal from A. M. "Andy" Waters, 1979-80 International Chairman for Support of Spiritual Aims, for a Worldwide Kiwanis Prayer Breakfast. His description of the proposed program is attached as Exhibit C. After reviewing his proposal, the Committee is of the opinion that a more general title of "Worldwide Kiwanis Prayer Week" might be more appropriate since many Kiwanis clubs may wish to participate at their regular weekly meetings or at times other than breakfast. The committee also felt that coordination by the International Committee on Support of Spiritual Aims is important, with appropriate staff support.

Recommendation #1:

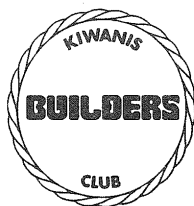
The Committee recommends that a "Worldwide Kiwanis Prayer Week" be adopted for 1979-80. The Committee further recommends that the promotion and implementation of this observance be coordinated by the 1979-80 International Committee on Support of Spiritual Aims.

I move that recommendation 1 be adopted.

(Adopted)

Respectfully submitted,

WARREN H. EDWARDS
JAMES B. RICHARD
C. E. "PETE" THURSTON, Jr.
E. B. "MAC" MCKITRICK, Chairman



YOUTH SERVICES

KIWANIS INTERNATIONAL • Kiwanis International Building • 101 EAST ERIE STREET • CHICAGO, ILLINOIS 60611

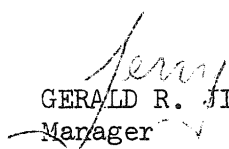
This Newsletter was produced to aid sponsoring Kiwanis Clubs and their Builders Club in the selection of viable Builders Club service projects. Two copies of this Newsletter are provided to sponsoring clubs for distribution to the appropriate committee and Builders Club officers.

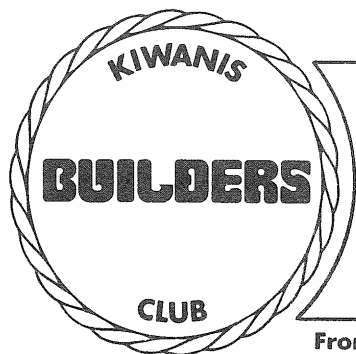
The contents of this Builders Club newsletter were gathered from Builders Club Activity Reports, sent to sponsors annually at the beginning of the Administrative Year.

If your Builders Club has successfully completed a project that would be of interest to other Builders Clubs and their sponsors, we encourage you to send in a brief description to: Builders Club Newsletter, c/o the above address. Future Newsletters will be issued when sufficient items have been submitted. Pictures cannot be used in this Newsletter; however, pictures and stories of outstanding projects should be sent directly to the Kiwanis Magazine, at the General Office.

We hope you find this Newsletter informative.

Cordially yours,


GERALD R. JINDRA
Manager
Project Services



BUILDERS CLUB NEWSLETTER



From the General Office of Kiwanis International • 101 East Erie St. • Chicago, Illinois 60611

Volume 3

April 1979

Number 2

Name of Builders Club
Kiwanis Club Sponsor

Project Completed

C. Alton Lindsay Junior High School
Mercury 64, Hampton, Virginia

Sponsored Safety program in school.

Aided in supervision of sports activities
of the Special Olympics for the Handicapped.

Participated in organization and running
of sponsoring club's Flea Market

Speed Development Center
Chicago Heights, Illinois

Made posters to promote Blood Drive
sponsored by Speed Center staff.

Helped Senior Citizens to carve pumpkins
for Halloween.

Best Junior High School
Ferndale, Michigan

Collected Christmas donations for needy
families.

Painted guide-lines on playground.

Basehor Middle School
Basehor, Kansas

Held fund raising dance at school; donated
\$55 of profits to County Mental & Physical
Handicap Center.

Chewning Junior High School
Tobaccoland, Durham, North Carolina

Held candy sales and used profits to pur-
chase food for needy families for Thanks-
giving and Christmas holidays; also donated
money for landscaping of schoolgrounds.

Assisted sponsoring Kiwanis club at annual
pancake sale--sold tickets, helped serve,
and cleaned up.

Carlisle Junior High School
Carlisle, Pennsylvania

Sponsored a Teachers' Appreciation Break-
fast during American Education Week; also
sponsored school parties, skating parties,
and Bike-a-Thon for mentally handicapped.

Aided sponsoring Key Clubs in annual Stash-
the-Trash project, consisting of cleaning
up trash along roads leading into town;
assisted in selling bread, with profits
going towards cancer research; also helped
distribute YUK (poison) labels.

Name of Builders Club
Kivani Club Sponsor

Project Completed

Clark County R-I Junior High School
Kahoka, Missouri

Provide school safety patrol for busy intersections leading to school;

Ran a concession stand at annual Young Adult Basketball Tournament.

Faulk Intermediate School
Brownsville-Amigos, Texas

Participated in American Heart Association Bike-A-Thon.

Assisted in School clean-up.

Easley Junior High School
Easley, South Carolina

Conducted a raffle and used substantial profits to pave area connecting two wings of school.

Held a party at institution for retarded children.

Brewster Junior High School
Jacksonville, North Carolina

Held bake sale; established program for honoring "outstanding" students of the month.

Assisted sponsoring Circle K at initiation banquet for new members.

Jacksonville Junior High School
Jacksonville, North Carolina

Carried out a program of campus beautification, including fixing up teachers' parking lot.

Margaret Millions Middle School
Oakland, Pittsburgh, Pennsylvania

Operated school snack stand as fund raising activity.

Sponsored a tea for Senior Citizens; stuffed 150 Christmas stockings for the same group.

Collected and distributed canned goods for needy families.

Washington Middle School
Meriden, Connecticut

Held a lollipop sale and raised \$350 for the American Cancer Society; had a canned food drive for the needy.

Raised over \$300 for school projects by running concession stand on Athletic Field Days; also provided school bus guards, repaired damaged auditorium chairs, and supplied ushers for parents at various school functions.

Sandy Upper Grade School
Sandy, Oregon

Cleaned and sorted clothes and shoes at Community Action center;

Provided school with furniture moving services for putting old desks into storage.

<u>Name of Builders Club</u> <u>Kiwanis Club Sponsor</u>	<u>Project Completed</u>
Catherine McGee Middle School Berlin, Connecticut	Solicited funds and food donations from area businesses and student body to prepare food baskets for needy families. Supplied ushers for parents at school functions.
St. John the Evangelist School Beacon, New York	Cleaned school grounds; set up auditorium for school assemblies; ushered at special masses.
Otis Consolidated School Otis Massachusetts	Held a pancake and sausage breakfast as a fund raising project to build bleacher seats at school ball field.
Klamath-Lake County Youth Ranch Linkville, Klamath Falls, Oregon	Provided entertainment at community Christmas party;also assisted at community Easter party. Decorated store windows for Christmas season as fund raising project.
Seneca Junior High School Penn Hills-High Noon, Pennsylvania	Designed and painted wall mural in school cafeteria; repaired and painted various school signs. Kept in touch with students sick at home or in hospital.
Westminster School Atlanta, Georgia	Operated concession stand at athletic events & donated proceeds to student activity fund.
Bremerton Junior High-7th Grade East Bremerton, Washington	Ran a recycling project; spent time with elderly in nursing home. Raised funds for school sports equipment; cleaned, organized, and maintained sports equipment room. Assisted sponsoring club at Santa's Breakfast & helped run concession stand at local County Fair. Picked up 150 nails in school driveway.
Jordan Intermediate School Golden Agers, Salt Lake City, Utah	Sponsored Rock-a-Thon at Rest Home to raise funds for the Heart Association. Staffed refreshment booths at school sports events to raise funds for intramural sports.
Lincoln Junior High School Palm City, McAllen, Texas	Served as hosts and ushers to parents at various school functions. Worked with co-sponsoring Keywanettes to build and maintain park area.
New Providence Junior High School Hilldale, Clarksville, Tennessee	Served as hosts at Chamber of Commerce teachers' picnic; ushered for parents at school open house.

A BUILDERS CLUB (OR TWO) CAN MAKE A DIFFERENCE

We would like to share with you the story of the two Builders Clubs of the Veterans Memorial Middle School in Brick Town, New Jersey. It is an extraordinary success story, and it earned their sponsoring Kiwanis club the Single Service Award in the Diamond Section of the New Jersey District.

The idea of organizing the two Builders Clubs was conceived in response to problems experienced in the local Middle school with vandalism of school property and indifference by the 7th and 8th grade students to their studies and school activities. To the Kiwanis Club of Greenbriar, Brick Town, it was an open invitation to action. A Builders Club was formed in each of these two upper grades with the objective of teaching the students the high ideals of good citizenship.

An elaborate charter night was held for the 147 members of the two Builders Clubs by the sponsoring club. It was the beginning of an actively supportive relationship between the Kiwanis Club of Greenbriar and their fledgling Builders Clubs. A committee of five Kiwanians was appointed to advise the two clubs, and at least two members of this committee attend each Builders Club meeting. During the year, one interclub meeting was held with each Builders Club. Financial and moral support for various fund raising activities by the Builders flowed freely and continuously.

Builders Club members sold Christmas candies to secure funds for Christmas baskets for needy families; the sponsoring club donated \$50 for this purpose. In February, the two Builders Clubs held a Dance-a-Thon which raised \$8,000 for Muscular Dystrophy; the Kiwanis club committee aided in the planning, and 26 Kiwanians and their wives acted as chaperons. In March, the Kiwanis club assisted the Builders in arranging a Walk-a-Thon for the same charity and made a \$250 donation (the event raised \$15,000 for Muscular Dystrophy); 32 Kiwanians manned the check-points for the event, donating a total of 124 hours; other members of the club assisted by making per-mile pledges. The sponsoring club gave further support and encouragement to the Builders by electing to send a representative of each club to the Rider College Leadership Training School, sponsored by the New Jersey Kiwanis District, at a cost of \$300 to the club. Typically, the support of that project did not end with the handing over of money. Three members of the appointed committee attended the "graduation" of the two Builders from the Leadership Training School, and the graduates were invited to share their experience with their sponsors at a club meeting.

The benefits derived from the activities of the Builders Club have extended to the school and, indeed, the community. Vandalism has practically disappeared, and painting and planting by Builders Club members have enhanced the school's appearance. In addition, members regularly give up their Saturdays to visit the mentally handicapped and to play with them and teach them games. Plans for next year are to reduce fund-raising for national charities and to intensify the focus on school and community projects.

We hope the Kiwanis Club of Greenbriar, Brick Town, New Jersey, will continue to have the pleasure of watching their two Builders clubs grow and thrive.

The Services Group Report

Participants: Ronald R. Bubel Thomas P. Salyer, D.D.S.
 W. Donald Goodfellow Elliot D. Spiro
 Roscoe R. Payne A. M. "Andy" Waters

Board Participant: E. B. "Mac" McKittrick, Vice President

Staff Participants: Gerald R. Jindra Michael J. Wujcik
 Gary R. McCord A. G. Terry Shaffer

The items listed below represent, in large part, the observations, concerns and suggestions emanating from the Service Group participants. They will, of course, be expanded upon in a more formal report to the International Board.

Major Emphasis Programming

- 1 - Those in Overseas Extension areas should be asked to suggest MEP possibilities and urged to react to any concepts, wording, goals of future MEP's before adoption by the Board.
- 2 - The group feels that any MEP should have a strong youth component.
- 3 - Surveys indicate a preference for the area of Citizenship Responsibility. The group agrees that there is a need for a program in this area but questions whether it will "set leadership on fire" locally.
- 4 - Perhaps a book similar to the type of item we now have in "Let's Take Action Against Crime" could be developed on elements of citizenship responsibility-- aimed at young children of elementary school age.
- 5 - There is total agreement that an MEP must run for two years. It takes one year to educate alone. Any MEP should be written so it can be expanded beyond one year. There is also some feeling that certain MEP's might have a 3-year run, but not as a general rule.
- 6 - Some feeling is expressed that the project guide might be a bit too long--also, perhaps, "mini-project guides" with activity suggestions could be given out by the club president to all club members to stimulate them. Our "fact folder" is good and serves the purpose for which it was designed--to inform. However, the piece referred to above would give motivation and suggestions for one-on-one projects to club members. (Pocket-size)
- 7 - There is some feeling that the Theme (when it is only a philosophical phrase and not specifically tied to the MEP) may be outmoded and--with a separate theme title and MEP title--confusing to Kiwanians. Therefore, we should consider having only one title--the MEP. It is the Service Program which really motivates the member.
- 8 - We should study the possibility of a tear-out MEP folder in the Kiwanis magazine. We realize this could be costly, but it would reach every member--and others.

Overall Promotion of Service Programs

- 1 - Whatever mechanism is most practical (and there are several suggestions, all of which will be given to the Board) we must have more feedback on what clubs are doing so this may be kept on record and circulated to appropriate International District Committees.
- 2 - International Committees should meet at least once so that their program (past, present, future) may be evaluated. We do this in the MEP area, but that's where it stops. The local clubs have other interest in addition to the MEP. We must address ourselves to the other service areas with in-depth studies, too.

Leadership Education and the Service Programs

- 1 - The group is unanimous in their feeling that more stress on proper selection, training, evaluation of DISTRICT CHAIRMEN must be given to Governors-elect in their training sessions here.
- 2 - The Bibliography of Support Materials should be in every New Club Building Organization Kit and be a part of the Club President's Leadership Training Packet each year--one copy for the President and one for the Secretary. We can't expect these support bulletins to be used if local leadership doesn't have lists.
- 3 - We need not a de-emphasis on growth but rather a new stress on why we need more men and clubs to perform our only function--service to the community.

District Secretaries should be urged to make a special effort to be sure that district chairmen get feedback on local club projects. The District Secretary does have this feedback in some form. More stress also needs to be placed on the fact that the local club committee report form should be utilized and reach the district chairman.

We spent our two remaining hours this morning exchanging thoughts and approaches to International Committee promotion and activity that the Chairmen here plan to utilize with emphasis on direct communication to and from the district level.

KIWANIS INTERNATIONAL

MEMORANDUM FOR THE BOARD OF DIRECTORS

WORLD WIDE KIWANIS PRAYER BREAKFAST

In support of our first object, "To give primacy to the human and spiritual, rather than the material values of life", we propose that local Kiwanians world wide would have special prayer breakfast meetings on the same day. Since "Support of Spiritual Aims" is unique to Kiwanis, this special world wide Kiwanis prayer breakfast would focus on and publicize our first object of Kiwanis.

These meetings could be promoted to comply with national customs on a local basis as to time and topic, (World Wide Kiwanis Prayer Breakfast, World Wide Kiwanis Friendship Day, World Wide Kiwanis Brotherhood Day, Etc.).

This Kiwanis project could be promoted at no cost to Kiwanis International. It would be a project of the International Committee on Spiritual Aims and would generate international publicity. It would also enhance the image of Kiwanis International, with special emphasis on our world wide involvement.

The President of Kiwanis International could invite the President of the United States to be the speaker for Kiwanians in his chosen area. Leading dignitaries around the world could be invited by local Kiwanians. This would focus local, national, and international attention on this world wide Kiwanis day.

For the first time Kiwanians around the world would be participating in one specific Kiwanis project on the same day. The date could be determined by the board committee. If this project is approved, I would recommend that the date be set sometime within the first six months of 1980, our 65th year of Kiwanis service.

Respectfully submitted,

A. H. Waters, Chairman
Support Of Spiritual Aims Committee

CC: Mark A. Smith Jr. President-Elect
File

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

Exhibit #15

May 4-8, 1979

Date of Committee Meeting: May 6, 1979

Place of Committee Meeting: General Office

Present: Members: Albert L. Cox, Raymond W. Lansford

Chairman: Warren H. Edwards

Staff: William A. Brown, Timothy F. Mullen, Frank S. Schwerthoffer

Supplies

The financial statement for the first six months of the 1978-79 Administrative Year was reviewed and at this time the gross profit shows an unfavorable variance of \$34,000 which probably will not be completely off set due to the convention being held in Canada.

A considerable number of new items were presented to the Committee for their consideration and the items were approved for sales in the catalog.

The art work for the 1979-80 Theme tie tac and charm was shown to the Committee and was approved.

Property

The Board Committee reviewed the Operating Statement for the General Office property for the period ending March 31, 1979. The Committee noted that in the first six months of this administrative year the operation and maintenance of the property was within budget.

1979-80 Proposed Budgets

The Committee reviewed with Staff the 1979-80 Proposed Budgets.

The Committee discussed the need for additional clerical help in the Supplies Department because of increase volume of work, especially phone orders.

Recommendation #1:

The Committee recommends an additional person for the Supplies Department and such person to be classified as Clerk-Sales subject to the availability of funds as determined by the Finance Committee.

I move that recommendation #1 be adopted.

(Adopted)

General Office Space Requirements

The Committee, prior to the meeting, was sent informational sheets completed by Staff with reference to current space needs and anticipated needs over the next

five years. After full discussion of space requirements, the Committee recommends the following:

Recommendation #2:

The Committee recommends that the General Office building be evaluated for the most efficient use of space as proposed by donn and associates in the letter of May 1, 1979 and attached as Exhibit A.

I move that recommendation #2 be adopted.

(Adopted)

Recommendation #3:

The Committee recommends that a special committee be appointed immediately to study site locations in the Greater Chicago and other geographical areas for possible relocation of the General Office of Kiwanis International. The study to be submitted to the Kiwanis International Board of Trustees at the 1980 Kiwanis International Convention Board meeting in Anaheim, California.

I move that recommendation #3 be adopted.

(Adopted)

Respectfully submitted,

Albert L. Cox
Raymond W. Lansford
Warren H. Edwards, Chairman

designs by donn and associates

610 KIWANIS COURT, FREEPORT, ILLINOIS 61032

May 1, 1979

Kiwanis International
101 East Erie Street
Chicago, Illinois 60611

Attention: Mr. Wm. Brown
Director Administrative Services

Dear Bill:

Enjoyed the tour of your facilities on the 25th of April and per our conversation we submit the following proposal for your consideration:

- I - Interview each Department Head in order to formulate plans that will show required footage and work flow.
- II - Submit new floor plans with recommended changes to best utilize your present building.
- III - List recommended equipment and specifications for a Phase by Phase replacement program.
- IV - Complete color coordination schedule for walls, draperies, carpeting, etc.

Page 2

Estimated time required to accomplish all of the above will be 150 hours maximum @ \$35.00 per hour plus \$500.00 expenses to cover time required in Chicago for job analysis and measurements.

If our firm is awarded your project we could start approximately July 11, 1979. We will submit bi-weekly accounting of all time and expenses extended.

It is a pleasure to have the opportunity to serve Kiwanis.

Cordially yours,

Donn R. Ayre

DRA/rr

REPORT OF BOARD COMMITTEE ON PUBLICATIONS AND ADVERTISINGTO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

May 4-8, 1979

Date of Committee Meeting: May 5, 1979

Place of Committee Meeting: General Office

Present: Members: Aubrey E. Irby, J. Stewart Wilson
Chairman: Raymond W. Lansford
Staff: Nick Geannopulos, Dave Williams, Scott Pemberton

Income and Expense Statement

The committee reviewed the March, 1979 Income and Expense Statement which reflects the first half of the Kiwanis magazine operating year. The committee was pleased that all budgetary items were near projections and that advertising income, which is ahead of projection, will help offset additional expenses caused by inflation. As the Statement indicated, Advertising Income exceeds budget by \$26,000, which is some \$18,000 over last year's actual income. The committee noted that, since adjustments to the budget had not yet been made, the bottom-line income and expense entries of the Statement appeared off-balance. The committee was assured that once adjustments on Postage, Advertising Commissions, and Salaries were made, the bottom line would reflect current projections.

Editorial

The current content and future editorial plans were reviewed, with particular attention to articles that relate to Kiwanis education and club participation in service and fund-raising activities. The three-part series on "How Kiwanis Works" at the club, district, and International levels will conclude in the June-July issue. Articles are currently being researched in cooperation with the Boy Scouts of America and the Big Brothers/Big Sisters of America to tell the stories of Kiwanis support for these two youth service activities, which embrace the current Major Emphasis Program. The August issue, in addition to coverage of the Toronto convention proceedings, is also the annual "fund-raising issue" with editorial support for this important prerequisite of Kiwanis service. In September, a humorous article titled, "How To Balance Your Treasurer," will offer advice with a light touch to club treasurers. The committee suggested that "Project 30" will be an excellent subject for a magazine editorial as this program develops.

In the June-July issue, general-interest topics will include the growing support for the free enterprise system among economists and academics and two articles examining energy alternatives offered by wind-powered cargo ships and electric cars. August will include the newest trends in office design and equipment and the health benefits of medically supervised fasting. September will present articles on how to improve reading ability in youngsters and reviving the down-town business districts in both small towns and large cities.

Advertising

The committee was pleased to learn that advertising sales were continuing to climb, and based on revenues for the first-half period, the advertising operation is headed for another record-breaking year. In addition to the bright sales picture, the committee was gratified at the increasing number of prestigious advertisers that are appearing in the magazine. The on-going program of acquiring new advertisers is moving along well and potential advertisers from among the oil industry, airlines, and motel/hotel chains look particularly good. The committee was informed that, on the basis of current business, advertising will have little or no trouble meeting its adjusted budget of \$230,000 income for fiscal 1978-79.

Subscription Increase

Under the committee's guidance, the program to promote adoption of a \$1.50 per year increase in the magazine subscription fee at the Toronto convention has been based on three points: 1) to inform the membership about the proposed increase, 2) to educate the membership as to the reasons for the increase, and 3) to emphasize, particularly to district and club leadership, the value of the magazine to Kiwanis and the many ways in which its continued quality and frequency benefit the organization.

These points have been made in three stories in the magazine and in five stories in the Bulletin for Kiwanis Officers during the February to June issues. In addition, a flier summarizing the value of the magazine and the effects of inflation in paper, postage, and printing has been prepared for distribution in the May general mailing and to all Kiwanis leadership. This flier will also be distributed at the convention. The magazine booth at Toronto will be based on the theme, "What's A Good Magazine Worth?". In addition to displaying the awards and other recognition that the magazine has won, the display will also review how inflation in "The Three P's" of publishing has created the need for a subscription increase.

The committee was pleased to note that only five letters questioning the magazine subscription increase have been received, and of these, only three objected to the increase in principle. The other two only required clarification of specific points to explain the need for the increase.

Budget

The committee discussed the proposed 1979-80 departmental budget, which the members had analyzed individually before the meeting. The International Secretary and the Comptroller were present during the discussion to answer questions. The committee appreciated the time and effort given by the staff toward this satisfactory presentation.

Miscellaneous

The staff then reported on the updated Magazine Week Kit and the promotion of Magazine Week, May 6-12. A kit request post card was included in the February general mailing, and articles on Magazine Week appeared in the March issue of Kiwanis magazine and the April issue of the Bulletin for Kiwanis Officers. These articles emphasized the communications, public relations, and new member recruitment value of the magazine. Since 1975, when an increased promotional effort began, the number of Magazine Week Kits ordered each year has nearly doubled from 600 to about 1,100.

The committee viewed an audiovisual presentation about the magazine prepared for the governors-elect conference in March. The committee agreed that, with some modification, the presentation would be a worthwhile program item for district conventions and club meetings. The committee offered several suggestions on how the presentation can be promoted and distributed. The staff will pursue the suggestions.

Respectfully submitted,

AUBREY E. IRBY
J. STEWART WILSON
RAYMOND W. LANSFORD, Chairman

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

May 4 - 8, 1979

Date of Committee Meeting: May 7, 1979

Place of Committee Meeting: Kiwanis International Building
Chicago, Illinois

Present: Members - Warren H. Edwards, J. Stewart Wilson
Chairman - Aubrey E. Irby
Staff: - John L. McGehee, R. P. Merridew, Robert G. Kavanagh

Budget Review

The Committee consulted with the International Secretary and the Comptroller on the proposed departmental budget for the coming administrative year, and approved it for presentation to the Finance Committee with appropriate alterations.

Departmental Review

The Staff Director of Public Relations reported that the script for the "remake" of "The Man Who Wears the K" is now in the hands of the producer. By Friday, May 11, the producer will have the script and photographic requirements reconciled so that work can start on production. Completion by convention time is the goal.

ALL RIGHTSTART - HAND IN HAND WITH YOUTH promotional material has been prepared except for a radio spot cassette which will be produced shortly.

All convention preparations have been completed or are well on the way toward completion.

Four of President Solberg's projected six visits to youth serving organizations with whom Kiwanis works closely have now been completed. Purpose of the visits is to thank these organizations for their continued cooperation in the field of youth work, and to apprise them of the Kiwanis RIGHTSTART program. On May 22, Mr. Solberg will visit Girl Scouts of the USA and Boys' Clubs in New York City to complete the program.

President Solberg's visit to President Carter on March 22 will be publicized in the Kiwanis Magazine, district bulletins, and the bulletin of Kiwanis International-Europe. Proofsheets of a picture of President Carter and President Solberg have been sent with a press release to all U. S. clubs for submission to hometown press.

The first of the 1979 Farm-City Newsletters has been prepared and distributed by the department.

The department has prepared a Theme and Major Emphasis Manual for Circle K International since the last meeting of the Committee.

Connelly Medals

The Committee considered the nomination for a Connelly Medal of Gordon Foster Beaumont (posthumous) of Richland, Michigan, killed in an attempt to prevent the abduction of a woman from the Kalamazoo College food service center.

Recommendation #1:

The Committee recommends that the posthumous nomination of Gordon Foster Beaumont of Richland, Michigan for a Connelly Medal be approved.

I move that recommendation 1 be adopted.

(adopted)

"Outstanding District Public Relations Award"

The Committee considered a recommendation that an awards program called the "Outstanding District Public Relations Award" be established and that specific criteria be employed to determine which districts were outstanding in their public relations effort. Winners would be honored by presentation of a special plaque to appropriate district public relations chairmen at the annual Awards Luncheon at international conventions. It was the decision of the Committee that such an awards program, although well conceived, would tend to proliferate such programs at a time when their reduction is believed to be desirable. However, the Committee wishes to commend Glenn Claybaugh, Chairman-designate of the Kiwanis International Committee on Public Relations, for the suggestion. The Committee felt that outstanding public relations achievement by districts and their public relations chairmen could be noted monthly in the existing Public Relations Bulletin and directed the Staff Public Relations Director to institute such a program.

"What Kiwanis Is"

The Committee considered the recommendation of the Committees on Kiwanis Education that it recommend a permanent phrase or statement which will serve as a continuing identification of what Kiwanis is. Because of the importance of precise wording, and the need for further consideration to insure such wording, the Committee decided that the project should be pursued further by the Board Committee on Public Relations.

A special banner for the 7500th Kiwanis club

The Committee inspected a "reverse color" club banner designed for the 7500th Kiwanis Club of Newburgh, Indiana. The banner is blue lettering and emblem on a gold background. It bears the legend "7500th club" in addition to the club name. It will be a gift of Kiwanis International to this club.

Recommendation #2:

The Committee recommends that the President of Kiwanis International be asked to present a special 7500th club banner to the Kiwanis Club of Newburgh, Indiana.

I move that recommendation 2 be adopted.

(adopted)

Kiwanis observance of the 75th anniversary of Rotary International in 1980

Since the 75th anniversary of the founding of Rotary International - the first of the service organizations - is February 23, 1980, the Committee felt that a resolution should be adopted by the Board, preferably at a time near that anniversary date, noting Rotary's 75th anniversary and commending its founders for starting the service club movement. The Committee also felt that Kiwanis clubs should be asked to honor Rotary clubs in their own communities with appropriate ceremonies, meetings, etc. It further felt that a brief spot on the Rotary International 75th anniversary convention program in Chicago next summer be sought and that the President of Kiwanis International appear on the Rotary program to present a special plaque from Kiwanis to Rotary marking the 75th anniversary of Rotary and the start of the service club movement.

Recommendation # 3:

The Committee recommends that a suitable program be developed to salute Rotary International, founder of the service club movement, upon the occasion of Rotary's 75th anniversary year in 1980.

I move that recommendation 3 be adopted.

(adopted)

Request that Kiwanis International assist in the setting up of an Amateur Radio QSO Party

This would be a common day throughout the U.S., possibly the world, during which Kiwanis "ham operators," tuned to the same frequency, could exchange call signs and identities, local information on Kiwanis activities, and other Kiwanis information. Ernie Baur of the Kiwanis Club of Wilkinsburg, Pennsylvania has made the suggestion.

The Committee felt that the suggestion was a good one. However, inasmuch as a ham network is already in process of organization by Byron Richards of Silverton, Oregon, past public relations chairman for the Pacific Northwest District, it was felt that the QSO Party could be arranged through the network itself. The Staff Director of Public Relations has been asked to write Ernie Baur to that effect.

Respectfully submitted

WARREN H. EDWARDS

J. STEWART WILSON

AUBREY E. IRBY, Chairman

REPORT OF THE TREASURER
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
MAY 4-8, 1979

The statement of Financial position of Kiwanis International at March 31, 1979, reflects total current assets of \$884,997. This includes cash and short term investments of (net) \$51,467, Accounts Receivables of \$337,431 (net of \$30,000 allowance for doubtful accounts), Inventories of \$365,675, Prepaid expenses of \$40,456, and deposits and advances totaling \$89,968.

Under the caption, Current Liabilities, we find Accounts Payable of \$164,015, Accruals of \$75,671, and funds due the reserves and deferred income of \$69,925. The total current liabilities of \$309,611, deducted from the total current assets, gives us a working capital of \$575,386 at March 31, 1979.

The total Unrestricted funds at March 31, 1979, which includes Working Capital, and Fixed Assets of \$913,659 (which is net of accumulated depreciation of \$390,136), is \$1,489,045. The basis of the sizable increase when compared to this fund balance at March 31, 1978 is of course the Fixed Assets that were only carried on the books last year at a \$1 nominal value.

Reserve Funds which total \$616,757 at March 31, 1979, include the Funded Reserve of \$350,162, and Building Expansion Reserve of \$266,595, have increased since last year by \$23,698. This increase is the result of interest earnings on investments, less the cost of re-roofing the building (\$15,372).

The total of all funds, or net assets, at March 31, 1979 amounted to \$2,105,802.

Respectfully Submitted,

MERALD T. ENSTAD
Treasurer

MTE/jat

KIWANIS INTERNATIONAL

STATEMENT OF FINANCIAL POSITIONS

MARCH 31, 1979 and 1978

Unrestricted funds:	<u>1979</u>	<u>1978</u>
Current Assets:		
Cash	(23,533)	8,310
Short Term Investments	75,000	-0-
Accounts Receivable (net allowances for doubtful accounts of \$30,000.00 1979)	337,431	328,298
Inventories	365,675	374,134
Prepaid Expenses	40,456	75,397
Prepaid Liability Insurance	-0-	-0-
Deposits	72,472	40,614
Advances	<u>17,496</u>	<u>14,920</u>
Total Current Assets	<u>884,997</u>	<u>841,673</u>
Current Liabilities		
Accounts Payable	164,015	119,568
Accruals	75,671	60,567
Amount due to/(from) reserve	7,842	7,448
Deferred Income	<u>62,083</u>	<u>54,537</u>
Total Current Liabilities	<u>309,611</u>	<u>242,120</u>
Working Capital	<u>575,386</u>	<u>599,553</u>
Fixed Assets:		
Land, Building, Furniture & Equip.	1,303,795	1
Less: Accumulated Depreciation	<u>390,136</u>	<u>0</u>
Total Fixed Assets	<u>913,659</u>	<u>1</u>
Other Assets:		
Deferred Compensation	<u>51,000</u>	<u>36,400</u>
Other Liabilities:		
Deferred Compensation	<u>51,000</u>	<u>36,400</u>
Total unrestricted Funds	<u>1,489,045</u>	<u>599,554</u>
Reserve Funds:		
Funded	350,162	335,951
Building Expansion	<u>266,595</u>	<u>257,108</u>
Total Reserve Funds	<u>616,757</u>	<u>593,059</u>
Total All Funds (Net Assets)	<u>2,105,802</u>	<u>1,192,613</u>

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

MAY 4 - 8, 1979

Date of Committee Meeting: May 4 & 7, 1979

Place of Meeting: Past Presidents Room

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

At the January 1979 Board meeting, charters of the clubs listed on schedule "A" were revoked. A review of these club accounts indicated outstanding balances due Kiwanis International amounting to \$4,377.33, consisting of \$2,317.00 for dues, \$1,222.50 for magazine subscriptions, \$611.25 in Liability insurance, \$105.00 for new member processing fees, and \$121.58 for supplies.

Recommendation #1:

The committee recommends that the accounts receivable balances as listed on schedule "A", totaling \$4,377.33 be written-off.

I move that recommendation 1 be adopted.

(adopted)

The quarterly financial statements for Key Club and Circle K were reviewed, found in order, and approved. Total income from Key Club dues and interest earnings for the six month period ending March 31, 1979, amounted to \$212,144. Key Club expenses for this period amounted to \$103,591, and the net result is an excess of income over expenses of \$108,553.

The sponsorship fees, and interest earnings of Circle K amounted to \$67,325 for the first two quarters of the 1978-79 administrative year. Circle K expenses of \$31,968, when deducted from total income, produced a surplus of \$35,357 for this period.

The committee reviewed the Kiwanis International financial statements for the six month period ending March 31, 1979, found them in order, and they were approved. Total income for this period amounted to \$2,508,873, which represents a \$31,133 favorable budget variance. The expenses for this period totaled \$2,279,059 and are higher than budgeted for the first six months of this year by \$68,574. Net income,

or the excess of income over expenses for the six months ending March 31, 1979 is \$229,814, which is short of the amount budgeted for this period by \$37,441.

All members of the Board have been mailed copies of monthly financial reports, and the committee has agreed to continue to send these reports for the remainder of the year.

The proposed adjustments to the 1978-79 budget as listed on schedule "B" attached, were reviewed. We are recommending a net increase in income of \$19,000, and a net increase of expenses of \$108,035. The effect of these adjustments will reduce the budgeted surplus from \$195,324 to \$106,289.

Recommendation #2:

The committee recommends that the budget adjustments as presented be approved.

I move that recommendation 2 be adopted.

(adopted)

While reviewing the budget adjustments for the 1978-79 administrative year, the committee discussed the need for improved promotion of the Life Member Status Program. The committee feels that we are not reaching the potential income that this program was designed to produce.

Recommendation #3:

The committee recommends that the President assign to the proper Board Committee the job of revaluating our promotion and concept of the Life Member Status program.

I move that recommendation 3 be adopted.

(adopted)

The Secretaries contingent expense report was reviewed, found in order, and approved.

The committee reviewed a draft of the 1979-80 proposed budget, and has requested staff to mail to each member of the Board a copy of the complete proposal. During this review, the committee felt it necessary to eliminate the allocation of non controllable expenses in department budgets, and believes it is desirable to maintain only controllable expenses within each department budget.

Recommendation #4:

The committee recommends that the 1979-80 budget for each

department contain only those expenses that are controllable by the responsible Board Committees and staff department managers.

I move that recommendation 4 be adopted.

(adopted)

Each department budget for 1979-80 has been also reviewed by the responsible Board committee. Recommendations from each Board committee have been reviewed and incorporated into this proposed budget, and a copy of these changes are included on the attached schedule "C". The adjusted proposed budget includes total income and anticipated surplus carryover of \$5,558,526 and total expenses of \$5,470,390 which represents an excess of income over expenses of \$88,136.

Recommendation #5:

The committee recommends tentative approval of the 1979-80 proposed budget as adjusted.

I move that recommendation 5 be adopted.

(adopted)

It has come to the attention of the Board that \$4,635.06 was over-expended during the last administrative year for charter presentation expense. A full explanation of the circumstances which led to this situation was provided at this meeting.

Recommendation #6:

The committee recommends that the overexpenditure of \$4,635.06 from May through the end of September, 1978, for charter presentation be approved.

I move that recommendation 6 be adopted.

(adopted)

The Committee expresses its deep appreciation to Comptroller Bob Kavanagh for his diligence in working up the large volume of material which made it possible for each Board Committee to discuss on a line-by-line basis that portion of the 1979-80 budget related to each Committee's area of responsibility.

Respectfully submitted,

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

WRITE-OFF ACCOUNTS RECEIVABLEJANUARY 29, 1979

<u>KIWANIS CLUB OF:</u>	<u>AMOUNT</u>
NORTH SHELBY COUNTY, PELHAM, ALABAMA	\$ 45.60
SPRINGVALE, AUSTRALIA	-0-
CALEXICO, CALIFORNIA	64.40
EUREKA, SPRUCE POINT, CALIFORNIA	91.20
MIRA MESA, SAN DIEGO, CALIFORNIA	43.10
NORTH SAN DIEGUITO, ENCINITAS, CALIFORNIA	51.30
PIKE CREEK VALLEY, NEWARK, DELAWARE	53.60
MIDSHORE, SALISBURY, MARYLAND	270.80
EMPORIA, VIRGINIA	123.20
MULLINS, SOUTH CAROLINA	94.75
EAST COBB, GEORGIA	125.40
HARALSON COUNTY, TALLAPOOSA, GEORGIA	176.20
HAZLEHURST, GEORGIA	54.00
METROPOLITAN SAVANNAH, GEORGIA	79.80
OLD NATIONAL AREA, ATLANTA, GEORGIA	36.00
JOLIET WEST, ILLINOIS	48.90
BUECHEL, KENTUCKY	-0-
IPSWICH, SOUTH DAKOTA	-0-
CLAYTON-WEST END, MISSOURI	109.90
TABLE ROCK LAKE, KIMBERLING CITY, MISSOURI	-0-
BURKETT STATION, GOLDEN K, GRAND ISLAND, NEBRASKA	227.40
DEWITT, NEBRASKA	131.10
FIVE SEASONS, CEDAR RAPIDS, IOWA	45.60
BECKET-WASHINGTON, MASSACHUSETTS	79.80
READING, MASSACHUSETTS	14.40
ANNA, OHIO	60.90
WAYNE COUNTY, SMITHVILLE, OHIO	57.00
NORTH BURNABY, BRITISH COLUMBIA	47.50
THE VALLEY, CHEHALIS, WASHINGTON	9.60
REDOUBT, KENAI-SOLDOTNA, ALASKA	-0-
AVIS-PINE CREEK, PENNSYLVANIA	96.90
BRIGHTON ROAD, PITTSBURGH, PENNSYLVANIA	45.60
MCKEES ROCKS, PENNSYLVANIA	115.20
MONROEVILLE, PENNSYLVANIA	-0-
BACA GRAND, CRESTONE, COLORADO	82.19
DEMING, NEW MEXICO	37.40
LAS VEGAS PLAZA, LAS VEGAS, NEW MEXICO	125.29
AUSTIN, SOUTHWEST, TEXAS	153.05
DEKALB, TEXAS	-0-
THE GOLDEN CIRCLE, CORSICANA, TEXAS	57.00
LEWISVILLE, TEXAS	2.40
LINDEN, TEXAS	91.20
MONAHANS, TEXAS	25.50
BETHANY-OVERHOLSER, OKLAHOMA	62.70
BURNS FLAT, OKLAHOMA	429.40

<u>CLUB</u>	<u>AMOUNT</u>
STILWELL-CHEROKEE NATION, OKLAHOMA	263.55
STRATFORD, OKLAHOMA	91.20
WAGONER, OKLAHOMA	263.50
WARNER, OKLAHOMA	119.70
SOUTH SALT LAKE, SOUTH SALT LAKE CITY, UTAH	81.60
SASKATOON NORTH, SASKATCHEWAN, CANADA	92.50
TOTAL	\$4,377.33

SCHEDULE OF PROPOSED
1978-79 BUDGET ADJUSTMENTS

<u>ACCOUNT</u>	<u>BUDGET</u> <u>1978-79</u>	<u>ADJUSTMENT</u>	<u>ADJUSTED</u> <u>BUDGET</u> <u>1978-79</u>	<u>ACTUAL</u> <u>1977-78</u>
INCOME:	\$	\$	\$	\$
LIFE MEMBER STATUS	150,000	(45,000)	105,000	104,850
MAGAZINE ADVERTISING	222,000	20,000	242,000	255,200
MEMBERSHIP FEES	225,000	10,000	235,000	241,032
GROSS PROFIT ON SALE/SUPPLIES	700,000	25,000	725,000	673,109
CONVENTION-ENTERTAINMENT	54,000	9,000	63,000	49,475
TOTAL INCOME	<u>1,351,000</u>	<u>19,000</u>	<u>1,370,000</u>	<u>1,323,666</u>
EXPENSES:				
SALARY ADJUST. (ALL DEPTS.)				
02-100 - SALARIES, STAFF	65,530	56,820	122,350	114,505
02-101 - SALARIES, CLERICAL	52,920	8,305	61,225	45,093
03-100 - SALARIES, STAFF	26,600	(1,000)	25,600	26,420
03-101 - SALARIES, CLERICAL	153,189	4,727	157,916	146,543
04-100 - SALARIES, STAFF	26,000	1,500	27,500	26,000
04-101 - SALARIES, CLERICAL	23,160	2,120	25,280	23,160
05-100 - SALARIES, STAFF	20,000	2,000	22,000	20,000
05-101 - SALARIES, CLERICAL	16,920	980	17,900	15,721
06-100 - SALARIES, STAFF	26,000	2,000	28,000	26,000
06-101 - SALARIES, CLERICAL	40,560	3,600	44,160	36,320
06-170 - SALARIES, FIEDL REPS	123,000	5,350	128,350	103,150
06-102 - SALARIES, OVERTIME, TEMP. & FEES	600	600	1,200	4,308
05-132 - LAT. AMER (INCL SAL)	36,000	1,200	37,200	37,520
07-100 - SALARIES, STAFF	38,500	3,750	42,250	38,875
07-101 - SALARIES, CLERICAL	100,422	28,178	128,600	80,843
08-100 - SALARIES, STAFF	32,600	17,912	50,512	32,600
08-101 - SALARIES, CLERICAL	61,872	(11,412)	50,460	62,260
09-100 - SALARIES, STAFF	12,250	750	13,000	12,250
09-101 - SALARIES, CLERICAL	9,360	900	10,260	8,893
17-100 - SALARIES, STAFF	10,400	1,100	11,500	10,400
17-101 - SALARIES, CLERICAL	23,700	2,000	25,700	23,394
10-100 - SALARIES, STAFF	24,600	5,550	30,150	24,315
10-101 - SALARIES, CLERICAL	98,640	7,415	106,055	91,656

<u>ACCOUNT</u>	<u>BUDGET</u> <u>1978-79</u>	<u>ADJUSTMENT</u>	<u>ADJUSTED</u> <u>BUDGET</u> <u>1978-79</u>	<u>ACTUAL</u> <u>1977-78</u>
11-100 - SALARIES, STAFF	\$ 23,000	\$ 2,500	\$ 25,500	\$ 23,000
11-101 - SALARIES, CLERICAL	16,500	1,500	18,000	16,500
13-100 - SALARIES, STAFF	83,863	(15,093)	68,770	84,257
13-101 - SALARIES, CLERICAL	56,100	10,770	66,870	56,938
14-100 - SALARIES, STAFF	13,250	1,350	14,600	13,339
14-101 - SALARIES, CLERICAL	16,020	1,530	17,550	15,954
15-100 - SALARIES, STAFF	15,000	1,500	16,500	15,000
15-101 - SALARIES, CLERICAL	43,620	4,950	48,570	41,937
16-100 - SALARIES, STAFF	69,707	(43,107)	26,600	22,933
16-101 - SALARIES, CLERICAL	<u>121,400</u>	<u>(37,785)</u>	<u>83,615</u>	<u>62,020</u>
TOTALS	<u>1,481,283</u>	<u>72,460</u>	<u>1,553,743</u>	<u>1,362,104</u>

DEPT. 01-BOARD, COUNCIL &
COMMITTEE ADMINISTRATION

119	BOARD MEETINGS	43,000	(3,000)	40,000	37,255
121	TRAVEL, DISTRICT CONVENT	28,000	(2,000)	26,000	22,953
124	TRAVEL, CHARTER PRESENTS	20,750	4,000	24,750	22,667
125	INTERNAT. COMMITTEES	70,000	11,000	81,000	79,806
140	AWARDS	12,500	6,500	19,000	12,916

DEPT. 03-OFFICE MANAGEMENT

107	BUILD MAINT. & RENTALS	131,225	4,175	135,400	126,297
109	INSUR. & PAYROLL TAXES	120,000	15,000	135,000	126,491
123	PROVISION FOR EQUIP	20,000	(12,000)	8,000	10,148
146	DEPREC. ON FIX ASSETS	0	35,000	35,000	31,980
178	EQUIP RENTAL (XEROX)	36,000	(8,000)	28,000	29,680

DEPT. 05-INTERNATIONAL EXTENSION

103	STATIONERY & SUPPLIES	3,000	500	3,500	3,777
104	POSTAGE & EXPRESS	16,500	1,000	17,500	20,146
105	TELEPHONE & TELEGRAPH	3,800	1,300	5,100	4,791
121	TRAVEL, DIST. CONVENTS	30,000	5,000	35,000	33,023
124	TRAVEL, CHART. PRESENTS.	7,500	(1,500)	6,000	4,963
175	NEW CLUB SUPPLIES	2,000	750	2,750	3,060

DEPT. 06-FIELD SERVICE

104	POSTAGE & EXPRESS	10,000	(4,000)	6,000	4,096
175	NEW CLUB SUPPLIES	42,600	(7,000)	35,600	29,641

DEPT. 07-DATA PROCESSING

103	STATIONERY & SUPPLIES	16,000	1,500	17,500	12,737
104	POSTAGE & EXPRESS	16,500	5,000	21,500	20,257

<u>A</u> <u>JUNT</u>	<u>BUDGET</u> <u>1978-79</u>	<u>ADJUSTMENT</u>	<u>ADJUSTED</u> <u>BUDGET</u> <u>1978-79</u>	<u>ACTUAL</u> <u>1977-78</u>
<u>DEPT. 08-MAGAZINE</u>				
144 PUBLICATION POSTAGE	155,025	30,555	185,580	124,893
<u>DEPT. 09-ADVERTISING</u>				
144 PUBLICATION POSTAGE	51,675	13,095	64,770	44,956
186 COMMISSIONS	28,500	5,000	33,500	37,652
<u>DEPT. 10-SUPPLIES</u>				
103 STATIONERY & SUPPLIES	22,000	(2,500)	19,500	14,527
104 POSTAGE & EXPRESS	95,000	13,000	108,000	99,883
<u>DEPT. 11-CONVENTION ADMINISTRATION</u>				
220 CONVENTION CITY SURVEYS	3,000	1,000	4,000	1,368
<u>DEPT. 13-PROGRAM DEVELOPMENT</u>				
104 POSTAGE & EXPRESS	19,250	7,000	26,250	22,893
<u>DEPT. 14-CIRCLE K</u>				
119 BOARD MEETINGS	6,500	2,000	8,500	5,958
144 PUBLICATION POSTAGE	950	550	1,500	845
310 ADVERTISING REVENUE	0	(975)	(975)	0
311 EXPENSE REIMBURSEMENT	(63,450)	(21,987)	(85,437)	(61,151)
<u>DEPT. 15-KEY CLUB</u>				
144 PUBLICATION POSTAGE	7,750	3,250	11,000	5,814
310 ADVERTISING REVENUE	0	(3,250)	(3,250)	0
311 EXPENSE REIMBURSEMENT	(206,500)	(62,888)	(269,388)	(201,750)
<u>DEPT. 16-BUREAU OF ACCOUNTS</u>				
104 POSTAGE & EXPRESS	7,000	2,000	9,000	7,143
106 MISC. OFFICE EXPENSE	2,500	(1,500)	1,000	1,156
<u>DEPT. 17-PUBLICATIONS</u>				
108 LITERATURE	54,000	(10,000)	44,000	37,179
161 LEADERSHIP TRAINING & BKO	<u>47,000</u>	<u>25,000</u>	<u>72,000</u>	<u>72,890</u>
TOTAL	<u>859,575</u>	<u>52,575</u>	<u>912,150</u>	<u>850,940</u>
PENSION EXPENSE:				
02-113	16,310	(3,560)	12,750	12,020

<u>ACCOUNT</u>	<u>BUDGET 1978-79</u>	<u>ADJUSTMENT</u>	<u>ADJUSTED BUDGET 1978-79</u>	<u>ACTUAL 1977-78</u>
03-113	10,996	(2,496)	8,500	7,513
04-113	4,814	(564)	4,250	3,756
05-113	4,712	(462)	4,250	3,756
06-113	15,718	(2,968)	12,750	11,269
07-113	4,753	(503)	4,250	3,756
08-113	11,954	(3,454)	8,500	8,263
09-113	3,315	(765)	2,550	2,253
10-113	6,467	(1,367)	5,100	4,507
11-113	4,141	109	4,250	3,756
13-113	9,639	(1,139)	8,500	7,513
14-113	0	1,700	1,700	0
15-113	3,132	(582)	2,550	2,253
16-113	<u>6,049</u>	<u>(949)</u>	<u>5,100</u>	<u>4,508</u>
TOTALS	<u>102,000</u>	<u>(17,000)</u>	<u>85,000</u>	<u>75,123</u>

1978-79 PROPOSED BUDGET ADJUSTMENTS

1978-79 BUDGETED SURPLUS			\$195,324
BUDGET ADJUSTMENTS			
INCOME		\$19,000	
EXPENSES			
SALARIES	\$72,460		
DEPARTMENTS	52,575 *		
PENSION	<u>(17,000)</u>	<u>(108,035)</u>	<u>(89,035)</u>
ADJUSTED BUDGETED SUPLUS			<u>\$106,289</u>

*NOTE-INCLUDES \$35,000 FOR DEPRECIATION OF FIXED ASSETS,
AND DOES NOT REQUIRE USE OF WORKING CAPITAL.

1979-80 PROPOSED BUDGET

SUMMARY OF ESTIMATED INCOME AND EXPENSES

<u>INCOME</u>	<u>BUDGET 1977-78</u>	<u>ACTUAL 1977-78</u>	<u>BUDGET 1978-79</u>	<u>PROPOSED BUDGET 1979-80</u>
ANTICIPATED SURPLUS CARRYOVER	\$ 0	\$ 0	\$ 0	\$ 126,289 *
GENERAL FUND	2,124,000	2,140,811	2,700,125	2,701,500
MAGAZINE	1,034,325	1,081,436	1,051,125	1,500,637
SUPPLIES	630,000	673,109	700,000	787,600
CONVENTION	<u>465,500</u>	<u>453,449</u>	<u>496,500</u>	<u>442,500</u>
TOTAL	<u>4,253,825</u>	<u>4,348,805</u>	<u>4,947,750</u>	<u>5,558,526</u>
<u>EXPENSES</u>				
GENERAL FUND	2,324,236	2,478,653	2,634,593	2,968,338
MAGAZINE	1,039,130	1,075,128	1,185,877	1,300,330
SUPPLIES	443,629	459,368	473,045	593,129
CONVENTION	<u>444,751</u>	<u>433,789</u>	<u>458,911</u>	<u>530,346</u>
TOTAL	<u>4,251,746</u>	<u>4,446,938</u>	<u>4,752,426</u>	<u>5,392,143</u>
EXCESS (OR DEFICIENCY) OF INCOME OVER EXPENSES	<u>\$ 2,079</u>	<u>\$ (98,133)</u>	<u>\$ 195,324</u>	<u>\$ 166,383</u>

* NOTE: AS PROPOSED 1978-79 BUDGET ADJUSTMENTS

POTENTIAL SOURCES OF NEW INCOME TO BE CONSIDERED:

1. INCREASE CONVENTION REGISTRATION FEES FOR BOTH MEN & WOMEN (MEN-\$50.00, WOMEN \$25.00) EFFECTIVE-1980 CONVENTION. 1979-80 PROPOSED BUDGET BASED UPON 12,900 REGISTRANTS (7,500 MEN & 5,400 WOMEN). AN INCREASE OF \$5.00 PER REGISTRANT WOULD GENERATE $(12,900 \times \$5.00) = \$64,500$, AND WOULD HELP TO OFF-~~SET~~ THE ANTICIPATED CONVENTION DEFICIT OF (\$87,846). \$64,500
2. AN INCREASE OF THE NEW MEMBER PROCESSING FEE OF \$2.00 (FROM \$5.00 TO \$7 WOULD GENERATE \$96,800. BASED UPON 48,400 NEW MEMBERS ESTIMATED FOR 1979-80. 96,800

\$161,300

1979-80 PROPOSED BUDGET

SUMMARY OF ESTIMATED INCOME AND EXPENSE

	BUDGET 1977-78	ACTUAL 1977-78	BUDGET 1978-79	PROPOSED BUDGET 1979-80
<u>I-GENERAL FUND</u>				
INCOME:				
DUES-GENERAL	\$1,365,000	\$1,371,913	\$1,928,500	\$1,953,000
DUES-EXTENSION	281,000	281,000	284,625	279,000
CHARTER FEES	40,000	40,280	40,000	40,000
INTEREST	45,000	48,507	47,000	57,500
LIABILITY INSURANCE (NET)	13,000	26,158	13,000	5,000
LIFE MEMBERSHIP	135,000	104,850	150,000	112,500
MEMBERSHIP FEE	235,000	241,032	225,000	242,000
MAILERS	10,000	11,618	12,000	12,500
OTHER	0	15,453	0	0
TOTAL INCOME	<u>\$2,124,000</u>	<u>\$2,140,811</u>	<u>\$2,700,125</u>	<u>\$2,701,500</u>
EXPENSES:				
BOARD, ADMIN & STRUCTURE	405,284	421,742	443,944	356,115
BOARD, LEADERSHIP & COUNCIL	0	0	0	172,090
BOARD, MEMBER, GROWTH & ED.	0	0	0	59,250
EXECUTIVE	244,783	252,605	229,904	251,200
OFFICE MANAGEMENT	115,782	161,660	91,428	505,270
PUBLIC RELATIONS	89,926	91,448	91,934	85,305
EXTENSION	248,090	265,389	282,853	287,878
FIELD SERVICE	447,432	452,794	524,637	487,393
DATA PROCESSING/CIRCULATION	180,820	165,032	205,321	194,365
PROGRAM DEVELOPMENT	244,686	267,663	259,236	121,205
CLUB SERVICE	0	0	0	113,990
CIRCLE K	42,754	42,754	52,310	49,903
KEY CLUB	63,860	63,860	72,754	91,356
BUREAU OF ACCOUNTS	72,981	113,741	199,668	193,013
PUBLICATIONS	167,838	179,965	180,604	0
TOTAL EXPENSES	<u>2,324,236</u>	<u>2,478,653</u>	<u>2,634,593</u>	<u>2,968,338</u>
GENERAL FUND EXCESS OF INCOME OVER EXPENSES	<u>\$ (200,236)</u>	<u>\$ (337,842)</u>	<u>\$ 65,532</u>	<u>\$ (266,838)</u>

1979-80 PROPOSED BUDGET

SUMMARY OF ESTIMATED INCOME AND EXPENSES

	BUDGET 1977-78	ACTUAL 1977-78	BUDGET 1978-79	PROPOSED BUDGET 1979-80
<u>II MAGAZINE</u> INCOME:				
SUBSCRIPTIONS	\$ 824,325	\$ 826,236	\$ 829,125	\$1,248,637
ADVERTISING	<u>210,000</u>	<u>255,200</u>	<u>222,000</u>	<u>252,000</u>
TOTAL INCOME	<u>1,034,325</u>	<u>1,081,436</u>	<u>1,051,125</u>	<u>1,500,637</u>
EXPENSES:				
MAGAZINE	796,810	758,911	891,079	884,287
ADVERTISING	<u>242,320</u>	<u>316,217</u>	<u>294,798</u>	<u>416,043</u>
TOTAL EXPENSES	1,039,130	1,075,128	1,185,877	1,300,330
MAGAZINE EXCESS OF INCOME OVER EXPENSES	<u>\$ (4,805)</u>	<u>\$ 6,308</u>	<u>\$ (134,752)</u>	<u>\$ 200,307</u>
<u>III SUPPLIES</u>				
INCOME	\$ 630,000	\$ 673,109	\$ 700,000	\$ 787,600
EXPENSES	<u>443,629</u>	<u>459,367</u>	<u>473,045</u>	<u>593,129</u>
EXCESS OF SUPPLIES INCOME OVER EXPENSES	<u>\$ 186,371</u>	<u>\$ 213,742</u>	<u>\$ 226,955</u>	<u>\$ 194,471</u>

1979-80 PROPOSED BUDGET

SUMMARY OF ESTIMATED INCOME AND EXPENSES

	BUDGET 1977-78	ACTUAL 1977-78	BUDGET 1978-79	PROPOSED BUDGET 1979-80
<u>IV CONVENTION</u> INCOME:				
REGISTRATION FEES	\$ 430,500	\$ 403,974	\$ 442,500	\$ 442,500
MONDAY NIGHT ENTERTAINMENT	<u>35,000</u>	<u>49,475</u>	<u>54,000</u>	<u>0</u>
TOTAL INCOME	<u>465,500</u>	<u>453,449</u>	<u>496,500</u>	<u>442,500</u>
EXPENSES:				
ADMINISTRATIVE	73,401	74,002	76,261	87,501
CONVENTION	<u>371,350</u>	<u>359,787</u>	<u>382,650</u>	<u>442,845</u>
TOTAL EXPENSES	<u>444,751</u>	<u>433,789</u>	<u>458,911</u>	<u>530,346</u>
EXCESS OF CONVENTION INCOME OVER EXPENSES	<u>\$ 20,749</u>	<u>\$ 19,660</u>	<u>\$ 37,589</u>	<u>\$ (87,846)</u>

ADJUSTMENTS TO PROPOSED1979-80 BUDGETEXPENSES:

01-137	Secretary's contingent-expenses-increase \$600 from \$3,000 to \$3,600.	\$ 600
04-158	<u>New</u> art and design of P.R. Bulletin.	325
05-124	Allowance for increased travel expenses, relating to charter presentations. Increase from \$5,720 to \$7,000.	1,280
05-169	Allowance for additional salary expense for second staff man in the Zurich office. Increase from \$43,608 to \$54,000.	10,392
07-102	Salary for new Junior Programmer-Data Processing	14,000
10-100	Salary for new supplies manager-adjustment based upon a salary of \$26,000-compared with \$14,750 proposed.	11,250
10-101	<u>New</u> position for Sales Clerk.	10,000
18-120	Reduction of council speakers fee from \$1,750 to \$600.	(1,150)
19-140	Increase in cost of re-doing club officers Manual-difference relates to cost of reprinting and increased cost of revising copy-from \$7,700 to \$10,600.	2,900
19-140	<u>New</u> award for "Project 30" program.	1,500
19-161	Brochure for promotion of "Project 30".	<u>2,000</u>
		<u>\$53,097</u>

1979-80 PROPOSED BUDGET

PROPOSED 1979-80 BUDGET SURPLUS	\$166,383
ADDITIONAL EXPENSES AS RECOMMENDED BY BOARD COMMITTEES	<u>(53,097)</u>
PROPOSED SURPLUS AS ADJUSTED	<u>\$113,286</u>