

I N D E X

SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

January 29-February 2, 1977

	<u>Summary Page</u>	<u>Exhibit Number</u>
Message of the President	1	1
Message of the President-elect	1	2
Report of the Secretaries	1	3
Approval of Summary of Minutes of Board Meeting, September 29-October 3 and 5, 1976	1	-
Approval of General Office Administrative Action	1	-
Reports of Board Committees:		
Administration and Structure.....	2	4
Circle K	4	5
Convention	5	6
Key Clubs	5	7
Laws and Policies	7	8
Leadership and Council	8	9
Membership Growth and Education	9	10
New Club Building	9	11
Overseas Extension	10	12
Program Development	11	13
Property and Supplies	12	14
Publications and Advertising	12	15
Public Relations	12	16
Special Committee on Forward Planning	13	17
Report of Treasurer	13	18
Report of the Finance Committee	14	19
Report of The Kiwanis International Foundation	15	20
Other Business:		
Presentation to President Schneider	15	-
Appointment of Special Committees:		
Special Committee for Study of General Office Staff Leadership Positions	15	-
Special Committee for Review of Board Policies	15	-

SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

JANUARY 29-FEBRUARY 2, 1977

A meeting of the International Board of Trustees was held at the General Office in Chicago on January 29-February 2, 1977. Those present: Stanley E. Schneider, President; Maurice Gladman, President-Elect; Ted R. Osborn, Immediate Past President; Stephen H. Hart, Jr. and Ralph C. Keyes, Vice-Presidents; Hilmar L. Solberg, Treasurer; Paul Chandler, Jack P. Delf, Merald T. Enstad, Dwight F. Gallivan, Egon Kuzmany, E. B. "Mac" McKittrick, Carl F. Miller, Drew M. Petersen, M.D., John T. Roberts, Ernest Sturch, Jr., C.E. "Pete" Thurston, Jr., Douglas Wasson, Trustees. Also present: R.P. Merridew, Secretary, and L.A. Hapgood, Associate Secretary.

1. Message of the President

Message of the President is attached as Exhibit #1.

2. Message of the President-Elect

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

Recommendation 1. That the appointees to the 1977-78 International committees, as shown in Exhibit A attached to the message, be approved.

Voted, that this recommendation be adopted.

3. Report of the Secretaries

Report of the Secretaries is attached as Exhibit #3.

Report received.

4. Approval of Summary of Minutes of Board Meeting, September 29.-October 3 and 5, 1976

Voted, that the minutes of the Board Meeting of September 29.-October 3 and 5 1976, be approved.

5. Consideration and Approval of General Administrative Action

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

Elimination of membership of not-meeting clubs from active membership files
Organization of new clubs
Change of names of Kiwanis clubs
Club incorporations completed
Circle K Clubs completed
Key Clubs completed
Incorporation of Kiwanis Club Foundations
District Bylaw amendments

6. Reports of Board Committees

Administration and Structure

Report of the Committee on Administration and Structure is attached as Exhibit #4.

Recommendation 1. That the second sentence of paragraph 6 on page C3 of Policies be changed to read: "If the district governor is unable to present such charter, then the immediate past governor, or if he is not available, then the governor-elect, or if he is not available, then a past governor shall be requested to present such charter."

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

Recommendation 2. That paragraph M 1 (c), page D7 of Policies, be changed to read: "District. When deemed appropriate the Kiwanis International Board may grant authority for a group of not less than ten Kiwanis clubs having compatible geographical and custom interests to organize a district subject to the provisions of Article VI of the Constitution of Kiwanis International, except that under unusual circumstances the Board may create a district with less clubs than the number stated herein."

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

Recommendation 3. That the following men be recognized as Distinguished Governors for the 1975-76 administrative year with the announcement to be made by the president and the immediate past president as soon as possible:

Thad D. Farr - Alabama
Mort Freedman - California-Nevada-Hawaii
LeRoy Shulman - Capital
Ralph O. Howard - Carolinas
Allen M. Duffield - Eastern Canada and The Caribbean
William A. "Bill" Thatcher - Florida
Glenn A. Claybaugh, Ph.D. - Indiana
Carroll Wray - Kansas
John E. Ritter - Louisiana-Mississippi-West Tennessee
Anthony M. Mettler - Michigan
Paul C. Sandal - Minnesota-Dakotas
Donald R. Hevel, Sr. - Missouri-Arkansas
Walter F. Morrison - Nebraska-Iowa
Robert E. Colony - Rocky Mountain
Marcus M. Marble, M.D. - Southwest
Earl Walker - Texas-Oklahoma

Voted, that this recommendation be adopted.

Recommendation 4. That the following items in the report of the Committee on Administration, Exhibit A, be referred as follows: Item I to the Board Committee on Leadership and Council; Item VII A to the Board Committee on Leadership and Council; and Item VII B to the Board Committee on Public Relations.

Voted, that this recommendation be adopted and the items so referred.

Recommendation 5. That there be a separate section in the Official Monthly Report form for reporting on the Major Emphasis Program activities of a club.

Voted, that this recommendation be adopted.

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

Voted, that this recommendation be adopted.

Recommendation 7. That the Board present an amendment in Dallas to Article V, Section 3, of the Bylaws of Kiwanis International to amend the second sentence of Section 3 to read: "The lieutenant governor shall be elected at a meeting of representatives of the clubs in their respective divisions, called expressly for this purpose, and held no later than the second week in April as provided in the District Bylaws."

Voted, that this recommendation be adopted and that it be referred to the Committee on Laws and Policies for preparation of the necessary amendments.

Recommendation 8. That Article VII of the Standard Form for Club Bylaws be amended by creating a new Section 6, which would read: "A quorum of the Board of Directors shall be a majority."

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

Recommendation 9. That the first sentence of Article VII, Section 5, of the Standard Form for Club Bylaws be amended to read: "The Board of Directors shall meet regularly at least once each month and at the call of the president, or by call of a majority of the Board of Directors."

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

Recommendation 10. That the note following Article XV, Section 2, of the Standard Form for Club Bylaws be amended to read: "Note - the amount should not be less than \$36.00."

Voted, that this recommendation be adopted.

Recommendation 11. That the 1977-78 Committee on Administration give its attention to the following areas of research: The feasibility of an annual district governor's report and the problems related to clubs meeting less than weekly.

Voted, that this recommendation be adopted.

Recommendation 12. That the Nebraska-Iowa District request to hold a 1978 spring convention be approved but such approval is not to be construed as approval for any other future district conventions.

Voted, that the following amendment be adopted: That after the first sentence, as stated, a second sentence be inserted which will read, "That the Nebraska-Iowa District be officially asked by this Board to file a full, comprehensive report on the advantages and disadvantages of the spring convention by November 1, 1977."

Voted, that this recommendation, as amended, be adopted.

Report received.

Circle K

The report of the committee is attached as Exhibit #5. It was presented by Chairman Paul Chandler.

Recommendation 1. That Circle K charters at the following institutions be revoked:

<u>Name of Institution</u>	<u>Name of Kiwanis Sponsor</u>
Bradley University, Ill.	Southwest Peroia
Grand Canyon College, Ariz	Camelback Phoenix
Inver Hills Junior College, Minn.	West St. Paul
Northeast Oklahoma Univ., Okla.	Tahlequah & Tahlequah, Tsa-La-Gi
Onondaga Community College, N.Y.	Solvay-Geddes
Plymouth State College, N.H.	Laconia
St. Joseph's Hospital School of Nursing, Pa.	Carbondale
Shasta College, Calif.	Redding
Univ. of Michigan, Mich.	Ann Arbor

Voted, that this recommendation be adopted.

Recommendation 2. That the new two-year theme, "Embrace Humanity," which describes the 1977-78 and 1978-79 objectives of Circle K International, be approved.

Voted, that this recommendation be adopted.

Recommendation 3. The approval of the establishment of the Jay N. Emerson Distinguished Lieutenant Governor Award, the Circle K International President's Award, and the Circle K International Humanitarian Award.

Voted, that this recommendation be adopted.

Recommendation 4. That the Circle K International Board of Officers be expanded to include: Nine Vice-Presidents (each to counsel three districts), one Secretary (to counsel three districts); and one President, this new structure to be effective at the conclusion of the 1977 Circle K International Convention.

Voted, that this recommendation be adopted.

Recommendation 5. That Article V, Section 1 of the Constitution and Bylaws of Circle K International be amended to reflect the expansion of the Circle K International Board to nine Vice-Presidents, and that other sections of the Constitution and Bylaws of Circle K International be made compatible with this action.

Voted, that this recommendation be adopted.

Recommendation 6. That Article IV, Section 3 and Article IV, Section 4, of the Constitution and Bylaws of Circle K International be amended as submitted. (See Report of Committee)

Voted, that this recommendation be adopted.

Report received.

The suggestion was made that a letter go out to each of the Circle K officers detailing the policy provision with reference to travel and indicating that it was the intention to strictly enforce this policy.

Convention

Chairman Ernest Sturch presented the report of the committee. It is attached as Exhibit #6.

Recommendation 1. That the site of the 1981 Kiwanis International Convention be New Orleans, Louisiana.

Voted, that this recommendation be adopted.

Report received.

Key Clubs

Chairman John T. Roberts presented the report of the Committee. This is attached as Exhibit #7.

Recommendation 1. That the 1977-78 Theme and Objectives of Key Club International, as attached on Page 4 of Exhibit A of the report, be approved and that the Theme and Objectives be kept confidential until revealed at the Key Club International Convention in Kansas City, Missouri.

Voted, that this recommendation be adopted.

The question was brought up as to what the procedure would be should it so happen that at sometime in the future the themes proposed by both Key Club and Circle K not be approved by the Kiwanis International Board. The Committee indicated that it would take consideration of this matter under advisement.

Recommendation 2. That the Committee on Laws and Policies amend Section 3 of Article VII of the Standard Form for District Bylaws and add a new Section 4 thereto, to read as follows (changes underlined):

"Section 3. Each standing committee except the Committee of Past District Governors shall be composed of at least five (5) members and shall serve for a term of one (1) year. All Committees with the exception of the Committee on Key Clubs and the Committee on Circle K Clubs shall begin their terms of office on the first day of October. The terms of office of the Committee on Key Clubs and the Committee on Circle K Clubs shall begin at the conclusion of the respective Sponsored Youth District Conventions and continue to the conclusion of the succeeding conventions or until their successors shall be duly selected and qualified.

The Committee on Resolutions shall have as its members at least two past district officers, one of whom shall have served as district governor. The Committee on Past District Governors shall be composed of Past District Governors of this district who are still members of clubs within the district and the quorum of the committee shall be a majority thereof. The Chairmen of all committees and the members of all but the Committee of Past District Governors shall be appointed prior to October 1 by the Governor-elect with the exception of the Committee on Key Clubs and the Committee on Circle K Clubs. These two committees shall be appointed by the Governor-elect prior to the respective sponsored youth conventions in any one year. The Committees shall be responsible to the Governor, with the exception of the Committee on Circle K Clubs and the Committee on Key Clubs which shall be responsible to the individual that appoints them, and shall make such reports as directed. All committee chairmen and the members of committees except the members of the Committee of Past District Governors shall be subject to removal by the Governor or Governor-elect in the case of the Committee on Key Clubs and the Committee on Circle K Clubs.

Section 4. The Chairmen of the Committee on Key Clubs and the Committee on Circle K Clubs will be known as the District Administrator for Key Clubs and District Administrator for Circle K Clubs.

There was discussion as to the proposed provision making the Circle K and Key Club Committees responsible to the individual who appoints them. A difference of opinion was expressed and question was raised as to the desirability of this provision in view of the fact that there would be a certain portion of the year in which these committees would be responsible to the Governor-Elect rather than to the Governor.

Voted, that this recommendation be adopted.

(Vote taken by a show of hands - 11 for, 6 against)

Trustee Thurston raised a question as to whether or not the Key Club Committee should present a recommendation on behalf of Circle K. He stated he felt that the proper procedure would be for a recommendation affecting Circle K to come from the Circle K Committee. Chairman Roberts of the Key Club Committee stated that "all we have done in this recommendation is to try to put into the District Bylaws the same wording and the same recommendations that were part of the previous Board action." Inquiry was made as to whether reconsideration of the above action was desired. No motion was made.

Recommendation 3. That changes be made to the Constitution and Bylaws of Key Club International as indicated in Exhibit B attached to the report.

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

Report received.

Laws and Policies

Chairman Stephen H. Hart, Jr. presented the report of the committee. This is attached as Exhibit #8.

Recommendation 1. That the Board present an amendment in Dallas to delete Section 7 of Article XII of the Constitution of Kiwanis International and to create a new article in the Bylaws of Kiwanis International on liability insurance, and further that this new article not state a specific amount per annum per member but rather state a maximum amount which could be assessed to clubs, with clubs only being assessed the amount needed for any given year.

Voted, that this recommendation be adopted and referred to the Finance Committee for determination of the upper limit of the amount for the annual cost of the insurance. (See Report of Finance Committee, Recommendation 4.)

Recommendation 2. That the Board present an amendment in Dallas to Articles XVI and XVII of the Constitution of Kiwanis International to eliminate the words "present and." Further, that upon adoption of such an amendment by the delegate body in Dallas, that Article XVIII of the Standard Form for District Bylaws be amended accordingly.

Voted, that this recommendation be adopted.

Recommendation 3. That the President appoint a special committee for the purpose of conducting an in-depth study and review of the Policies of Kiwanis International.

Voted, that this recommendation be adopted. (See "Other Business" for appointment of committee)

Report received.

Leadership and Council

The report of the Committee is attached as Exhibit #9. It was presented by Chairman Douglas Wasson.

Recommendation 1. That a Conference for 1977-78 Lieutenant Governors be scheduled at the Dallas International Convention for the period of 2:00-4:30 P.M. on Wednesday, June 29, the agenda to be developed by staff in consultation with the President-Elect.

Voted, that this recommendation be adopted.

Recommendation 2. That Monday afternoon leadership education forums, directed in recent years to all club leadership and designated as Administrative Techniques for Club Leaders, be designated as Administrative Techniques for 1977-78 Club Officers and be planned with specific reference to the education of club presidents-designate.

Voted, that this recommendation be adopted.

Recommendation 3. That one Monday afternoon forum be designated as a Forum for Current Club Officers and described parenthetically as a forum dealing with the concerns and opportunities confronting club leadership as it moves into the last ninety days of the administrative year.

Voted, that this recommendation be adopted.

Recommendation 4. That a new forum designated as the Forum for 1977-78 Club Secretaries be scheduled for Tuesday afternoon, June 28.

Voted, that this recommendation be adopted.

Recommendation 5. That the Staff, in revising basic leadership education materials for 1977-78, be authorized to standardize such materials to permit their usage for a period of two or more years without reprinting.

Voted, that this recommendation be adopted.

Recommendation 6. That Kiwanis International acknowledge a responsibility for the provision of certain basic publications in translation and that it plan for the production of first materials so as to permit a distribution to clubs prior to October 1, 1977.

Voted, that this recommendation be adopted.

Report received.

Membership Growth and Education

Report of the Committee, presented by Chairman Drew M. Petersen, M.D., is attached as Exhibit #10.

Recommendation 1. That preparation begin immediately on a Membership Growth and Education Booklet that will be included in the 1977-78 President's Package, and that the Finance Committee determine if the cost can be allocated to this year's budget or as a prepaid item in the 1977-78 budget.

Voted, that this recommendation be adopted.

Report received.

New Club Building

The report of the committee, presented by Chairman Jack P. Delf, is attached as Exhibit #11.

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

Voted, that this recommendation be adopted.

Recommendation 2. That special recognition be awarded to the Andean, Australia, California-Nevada-Hawaii, Florida, and Southwest Districts for the establishment of all-time new club building records, and that the presentations be made by Immediate Past President Ted R. Osborn to the Immediate Past Governors of these districts. The committee requests that the Committee on Convention allocate an appropriate time on the convention program for this recognition.

Voted, that this recommendation be adopted. There were two negative votes.

Recommendation 3. That the "Guidelines for Sponsorship of Kiwanis Clubs Comprised Largely of Senior Citizens (Golden K)" be included in all New Club Building kits, and a copy of the "Certification Form for New Kiwanis Clubs Comprised of Senior Citizens (Golden K)" be included in the official organization supplies and read to all assembled on the date of organization.

Voted, that this recommendation be adopted.

Recommendation 4. That a trophy be presented to the builders of new Kiwanis clubs in the 1977-78 administrative year based on the criteria suggested by the Chairmen of the International Committees on New Club Building Worldwide East and Worldwide West.

Voted, that this recommendation be adopted.

Report received.

Overseas Extension

Chairman Ted R. Osborn presented the report of the Committee, which is attached as Exhibit #12.

Recommendation 1. That representation be provided to all non-federated district conventions outside of the U.S. and Canada and to the Asia-Pacific Conference. If in any instance the attendance of a Staff person would be appropriate, such appointment would be considered.

Voted, that this recommendation be adopted and referred to the Committee on Laws and Policies to be included in Policy for Overseas Extension.

Recommendation 2. That extension into Iran, Mauritius and Reunion be approved.

Voted, that this recommendation be adopted. (2 negative votes)

Recommendation 3. That extension in Turkey be approved and that clubs there be served directly by Kiwanis International.

Voted, that this recommendation be adopted.

Recommendation 4. That Extension Manager Robert Detloff be authorized to make a field trip to West Africa.

Voted, that this recommendation be adopted.

Recommendation 5. That (1) the Governor of the E.C. & C. District be officially advised of the letter from the Kiwanis Club of Paramaribo, Surinam, requesting that the club be affiliated to the district; (2) the Governor of the E.C. & C. District be asked to indicate the district board's action on this request; and (3) the Kiwanis Club of Paramaribo, Surinam be advised that the matter is under consideration and the formal action will be taken when the Board of Kiwanis International convenes in April, 1977.

Voted, that this recommendation be adopted.

Recommendation 6. That a Staff member be appointed to attend and assist the district organizing conventions of Japan and the Republic of China and the 1977 Asia-Pacific Conference in Manila.

Voted, that this recommendation be adopted.

Recommendation 7. That the term "associate sponsor" be used to describe a founding country club when it accepts an assignment from the Extension Department to purchase charter gifts for and develop continuing contact with a new overseas club.

Voted, that this recommendation be adopted.

Recommendation 8. That the twinning program administered by the Extension Department between a founding country club and a new club in Europe be discontinued.

Voted, that this recommendation be approved.

Recommendation 9. That the Working Paper on the Relationship of Kiwanis International and Kiwanis International-Europe, attached as Exhibit A to the report, be approved as a basic premise for the purpose of further discussion between the Kiwanis International-Europe Board and the Board of Kiwanis International.

Voted, that this recommendation be adopted.

Report received.

Program Development

Chairman Merald T. Enstad presented the report of the Committee. This is attached as Exhibit #13.

Recommendation 1. That the 1977-78 Major Emphasis Program be SAFEGUARD AGAINST CRIME - II, with the emphasis directed toward youth.

Voted, that this recommendation be adopted.

Recommendation 2. That the 1977-78 Theme be REACH OUT.

Voted, that this recommendation be adopted.

It was pointed out that the 1977-78 Theme is to be kept confidential until released at the Dallas Convention. However, it would be available to the Board of Kiwanis International-Europe on a confidential basis for announcement at their convention.

Recommendation 3. That the 1977-78 Objectives be as follows:

REACH OUT

- FOR DEEPER UNDERSTANDING - of the human and the spiritual values of life
- FOR EXCELLENCE - of purpose and performance in community service
- FOR GREATER EFFECTIVENESS - in safeguarding life and property by working directly with youth
- FOR PERSONAL INVOLVEMENT - with sponsored youth organizations
- FOR SUSTAINED GROWTH - in numbers and in service and in fellowship throughout the world

Voted, that this recommendation be adopted.

Recommendation 4. That the title of International Goodwill Week be changed to "World-wide Kiwanis Week." Further, that the designated week include the Kiwanis anniversary date of January 21.

Voted, that this recommendation be adopted.

Recommendation 5. That the California-Nevada-Hawaii Keywanettes District Project be hereby terminated as a pilot program, and that said California-Nevada-Hawaii District of Kiwanis International, in compliance with Board Policy C30-D, shall be solely responsible for the organization, management, and control of its Keywanettes program.

Voted, that the recommendation be amended to read, "...shall be solely responsible for the organization, management, and control of the present Keywanettes District structure."

Voted, that the recommendation as amended be adopted. (Trustee Roberts voting "no.")

Report received.

Property and Supplies

Chairman Dwight F. Gallivan presented the report of the committee. This is attached as Exhibit #14.

Report received.

Publications and Advertising

Chairman Ralph C. Keyes presented the report of the Committee. This is attached as Exhibit #15.

Report received.

Public Relations

The report of the Committee is attached as Exhibit #16. It was presented by Chairman Carl F. Miller.

Recommendation 1. That the Robert P. Connelly Medal be awarded to James Rombokas of Trinity, Alabama, who with Gary Lynn Whitlow rescued a woman from an automobile sinking in a river.

Voted, that this recommendation be adopted.

Recommendation 2. That the Robert P. Connelly Medal be awarded to Garry Lynn Whitlow of Trinity, Alabama, who with James Rombokas rescued a woman from an automobile sinking in a river.

Voted, that this recommendation be adopted.

Recommendation 3. That a Robert P. Connelly Medal be awarded to Tony Rista of Westlake Village, California, who rescued a woman from a submerged automobile.

Voted, that this recommendation be adopted.

Recommendation 4. That a Robert P. Connelly Medal be awarded to Howard L. Fox of Kingston, New York, who entered a smoke-filled apartment and rescued a woman just as flames erupted throughout the premises.

Voted, that this recommendation be adopted.

Recommendation 5. That a Robert P. Connelly Medal be awarded to David O. Clark of Pensacola, Florida, who attempted to rescue a woman from intended rape by an armed assailant.

Voted, that this recommendation be adopted.

Recommendation 6. That a Robert P. Connelly Medal be awarded posthumously to Charles Mark Byrd of Nashville, Tennessee, who lost his life rescuing a young man from assault by two other men.

Voted, that this recommendation be adopted.

Recommendation 7. That the Kiwanis Decency Award for 1977 be made to Roy Rogers and Dale Evans, whose outstanding family and professional life exemplifies the highest traditions of the Decency Award of Kiwanis International.

Voted, that this recommendation be adopted.

Recommendation 8. That the International Board of Trustees authorize the expenditure of an account not to exceed \$2,400 in addition to already budgeted funds to produce a redesigned Handbook for Kiwanis Public Relations Chairmen, subject to referral to and approval by the Finance Committee.

Voted, that this recommendation be adopted and referred to the Finance committee.

Report received.

Special Committee on Forward Planning

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

Recommendation 1. That districts desiring to form an Executive Committee for the purpose of making necessary decisions between Board Meetings may do so by establishing district policy setting up such a committee. It is suggested that the Executive Committee include the Governor, Immediate Past Governor, Governor-elect, Secretary, and Treasurer, plus Finance Chairman and Lieutenant Governor representation if so desired.

Voted, that this recommendation be adopted.

Report received.

7. Report of the Treasurer

Report of the Treasurer is attached as Exhibit #18. It was presented by Hilmar L. Solberg.

Report received.

8. Report of the Finance Committee

Report of the Finance Committee, presented by Chairman E. B. McKittrick, is attached as Exhibit #19.

Recommendation 1. That the following be referred to the Board Committee on Laws and Policies for their implementation:

Page B14, Item 17 Travel

(1) Members of the Board and Past Presidents

- (a) delete the following words in the first sentence: "by either airplane or railroad"; "(and Pullman space if by railroad)."
- add the following sentence to end of paragraph: "Travel by air should be restricted to coach, and travel by railroad shall include Pullman when required."

In addition, the current rate of per diem should be increased \$10 across the board, plus an additional \$5 for the President's wife, and that this change be given immediate effect.

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

Recommendation 2. That the budget adjustments as presented be approved as the final budget adjustments for the current administrative year.

Voted, that this recommendation be adopted.

Recommendation 3. That the accounts receivable balances for the clubs listed in the report, totaling \$6,316.11, be written off.

Voted, that this recommendation be adopted.

Recommendation 4. That we continue to credit the income from the life member program to the year in which it is received, and that this amount be recorded as a separate item of income in our annual printed financial statement, as has been done in the past two years.

Voted, that this recommendation be adopted.

Recommendation 5. That the proposal from the Board Committee on Laws and Policies concerning the drafting of two proposals for delegate approval in changing the current insurance program be drafted as follows:

- (1) remove the cost of this insurance out of the revenue article and into a separate bylaw and that a maximum premium per member be indicated, or
- (2) write in the cost of the insurance when it is determined.

Voted, that this recommendation be adopted.

Report received.

9. Report of The Kiwanis International Foundation

Report of Kiwanis International Foundation is attached as Exhibit #20.

Report received.

There was discussion as to the use of funds by the Kiwanis International Foundation on projects outside of Kiwanis and for the benefit of other organizations. Suggestion was made that Kiwanis International Foundation should publicize to the clubs that the Foundation is required to do other things than support Kiwanis itself.

It was stated that questions were being asked as to why the hearing research project was concentrated in Chicago. It should be pointed out to Kiwanis members that this project is benefiting people all over the world. It was suggested that the Foundation Board could perhaps look into the feasibility of providing gifts for this type of research in other sections of the country as well. It was further suggested that in the interest of uniformity in answering questions of district officers and club members during their visits, that a statement be sent to each member of the Board for their use in this regard.

10. Other Business

Presentation to President Schneider

The Honorable W. J. Collett, Consul General of Canada, appeared before the Board and on behalf of Canada and the Canadian Kiwanians presented to President Stanley Schneider a gift from Canada to the American people, a book of photographs describing contemporary life along the common border between the United States and Canada and depicting Kiwanis involvement. In making the presentation, he stated, "We want you to know that Kiwanis is a very important organization in Canada and elsewhere in the world."

Appointment of Special Committees

President Schneider appointed the following special committees:

Special Committee for Study of General Office Staff Leadership Positions:
Maurice Gladman, Chairman; Hilmar L. Solberg; Ted R. Osborn. This committee to study and provide direction to assure leadership in staff positions as may be affected by future retirement.

Special Committee for Review of Board Policies:
Stephen H. Hart, Jr., Chairman; Dwight F. Gallivan; John T. Roberts; Ralph C. Keyes. This committee to conduct its preliminary work by correspondence in determining the areas where the policies need attention, after which a special meeting will be set at the General Office.

11. Next Board Meeting

The next Board Meeting is scheduled for April 30 through May 4, 1977.

Adjournment.

MESSAGE OF THE PRESIDENT
TO THE
INTERNATIONAL BOARD OF TRUSTEES
January 29, 1977

As we enter into this Board Meeting, we come to fully realize that four months of the 1976-77 Kiwanis administrative year are now history.

In preparing this report, I find myself possessed by two predominant views. First, a feeling of gratitude for all that has been done to get the current Kiwanis year off to a fast start. My compliments to members of the Board and members of the General Office Staff who have made every effort to support the districts and clubs in the many worthwhile activities under way to date. Secondly, I am, of course, concerned about those things that must yet happen to make this another record year for Kiwanis everywhere.

The continued functioning of Board Committees since our last meeting has been most gratifying to observe and assures that all are prepared for the meetings of the next few days. Many important decisions for the overall welfare of Kiwanis must be made at this Board Meeting. I have every confidence that the Board shall, through objective diligent service, arrive at the solutions necessary to meet the challenges of this day.

Now, a report on my activities during the past four months.

PRESIDENTIAL VISITS

As of this date, Millie and I have completed visitations to ten districts. These have mostly been to the northern districts where Winter travel can be difficult. Beginning February 12, a series of district visitations have been planned for the southern and central regions of the United States. During the February 12 through March 23 period, we shall be visiting eleven districts. The visitations to the remaining districts are planned for April and May.

I have had a working session with the District Board in all districts visited. My emphasis has been on four major topics, although discussion has not been limited to these. They have been Growth in Established Clubs, Growth in the Area of New Club Building, Sponsored Youth, and our Major Emphasis Program. Attendance at all district visitations has been excellent, and favorable publicity for Kiwanis has resulted through the cooperation of radio, television, and newspapers. The media has been most fair, for even though asking at times about such touchy questions as ladies in Kiwanis, a fair opportunity to reply has been granted. It is my opinion that these district meetings have been very productive. In 1975, the then President Roy W. Davis pointed out the advantages of early district visitations. I would concur with this thought, but find it becoming more difficult to accomplish as many districts seem to resist an early visit and prefer a later date.

REGIONAL CONFERENCES
FOR GOVERNORS

As in past years, four conferences have been scheduled for this administrative year. Three conferences have already been completed; the first in Salt Lake City, the second in Kansas City, and the third in Cleveland. The final conference shall be held in Atlanta on February 18-19. Having held three of these conferences prior to this Board Meeting serves as an excellent tool for providing input from districts. All district Governors from the regions where conferences have been held were in attendance except two. Every effort will be made to have those two at the Atlanta conference.

Associate Secretary L. A. Hapgood accompanied me to each of the Regional Conferences and assisted in our covering a number of topics with the Governors. These conferences consisted of two half-day sessions and were, I believe, most productive. I would be remiss if I did not commend Larry Hapgood for his many efforts in planning these conferences. It is worth noting that while we had planned an agenda to be used as a guide, the Governors covered most of the items without our use of the agenda.

During Board Committee sessions I shall be sharing some of the input received from the Governors.

SIXTIETH ANNIVERSARY OF
FIRST CLUB IN CANADA

On November 2, 1976, the Kiwanis Club of Hamilton, Ontario, Canada observed the Sixtieth Anniversary of the Founding of the first club in Canada. The building of the Hamilton club in 1916 made Kiwanis international. The meeting in Hamilton was an excellent affair with approximately 350 in attendance. A number of Kiwanis clubs were represented from the United States as well as in Canada. Among those from the United States in attendance was Harry E. Seabury, Governor of the New York Kiwanis District. Both Millie and I were most pleased that we could be a part of this observance.

SIXTY-SECOND KIWANIS
BIRTHDAY

On January 18 the Detroit No. 1 Club hosted the annual event which observes the founding of Kiwanis. This year they elected to hold a Ladies Night affair and, although the snow was deep and the temperature cold, the enthusiasm of Kiwanians and their ladies was outstanding. Approximately 33 Kiwanis clubs were represented and among the many past and present officers of Kiwanis in attendance were Past International Presidents Walter J. L. Ray and Robert F. Weber, as well as Michigan District Governor Allan C. Miller. We were truly appreciative of the wonderful hospitality extended to us on this important occasion.

ROSE BOWL EVENTS
AT PASADENA

High on the list of enjoyable events found on the Kiwanis Calendar each year is the Tournament of Roses held in Pasadena on New Year's Day. Millie and I were guests of the Kiwanis Club of Pasadena and the Tournament of Roses Committee. On Friday, December 31, the Kiwanis Club of Pasadena sponsored the 47th Annual Kick-Off Luncheon, which set a new record with over 4,300 in attendance. Certainly Kiwanis Public Relations was at its best, as the full two-hour program was televised. The Kick-Off Luncheon, the Rose Parade, the Rose Bowl Game, and the opportunity to meet many Kiwanians was an occasion to long be remembered.

GROWTH

No doubt by now most are aware of the importance I have placed on the challenge for meaningful growth in Kiwanis. The potential and need for growth, both in established clubs and in the area of building new clubs, is very closely associated. As of this date, New Club Building is moving at a record pace with 85 new clubs having been completed during the 1976-77 administrative year. This compares quite favorably to the record years of 1974-75 when 75 new clubs were organized and 1975-76 when 85 were organized in the same period. It is very heartening to make this report, but I must point out that as yet the total effort needed has not been reached. Nineteen districts have built 72 of the new Kiwanis clubs completed and nine districts have yet to add a new club. It will be the challenge of all officers to add their assistance in obtaining the total effort needed.

In the area of growth in established clubs, we, too, find exciting progress, and surely I am appreciative of the encouraging activity taking place. At the top of accomplishments would be the results scored in the month of November when 7,105 new members were added to our rolls. This marked the most new member adds ever in a single month. However, in spite of our successes in this important area, we find our total adds for the first three months running behind our goals. This need not be taken

as any sign of failure, but should serve to remind all of the need for continued action in the area of membership development all during our Kiwanis year. The interest and excitement for growth being shown by district Governors and Committees are excellent, and our ambitious goal of over 300,000 members by September 30, 1977, is very possible. In addition to the programs announced on October 1, 1976, to stimulate growth the "Diamond Award Program" has been added. I would ask that all Board Members become acquainted with this new program which is designed for club presidents.

SPONSORED YOUTH

Much of the prestige enjoyed by Kiwanis today has been earned in the area of our sponsored youth programs. It must remain so in the days ahead. Both Circle K and Key Club are enjoying the fruits of excellent leadership in the persons of Circle K International President Howard Hendrick and Key Club International President Daniel Martich. Kiwanis can do much to help insure the success needed for these organizations during the current year. Year-to-date, Circle K has added 21 new clubs, and Key Club has added 31. Many more can and must be added through the efforts of Kiwanis.

Key Club, of course, faces the challenge of a changing time and must establish policies that will guide it through the days ahead. The issue of recent years relative to whether Key Club can remain an organization for young men, or whether it is to be composed of a coed membership, is quite real. Kiwanis must answer this challenge now, and the Board Committee on Key Club has been directed to present a recommendation at this Board Meeting. I know that all will give careful consideration to the future direction for Key Club and its relationship to the schools it serves and to Kiwanis in general.

MAJOR EMPHASIS PROGRAM

Here, too, one can sense a real Kiwanis success story in the making. Acceptance of the "Safeguard Against Crime" program outside of Kiwanis, as well as within, is enjoying real progress. In fact, as I travel around the Kiwanis world I find interest by those not members of Kiwanis far exceeding my expectations. Many examples of persons joining Kiwanis as the result of this program are already in our files, and while this is a by-product of the intent of the program, I would encourage expanding the idea.

Like many of our former programs of service, this will also need promotion and follow-up. Once all clubs understand the need and potential in their communities, we will enjoy even more success in the area of "Safeguard Against Crime."

I am convinced that the greatest projects yet are those that will be born in the imagination of club members. It is our responsibility to take steps to assure the development of this potential.

WORLDWIDE STRUCTURE

Many items have appeared under this, or similar headings, in recent years and much time has been given to this important area by the Board in previous sessions. As a result of those efforts, much has been accomplished; such as designated representation on the International Board from Europe and from the districts in Canada.

In a continued effort to better our Kiwanis organization wherever possible, we shall at this Board Meeting be considering certain items relating to the administration of Kiwanis in Europe. Immediate Past President Ted Osborn and Trustee Egon Kuzmany were in attendance at the meeting of the members of the Board of Trustees of Kiwanis International-Europe held in Zurich on October 8-10, 1976. From that meeting has come several suggestions for consideration by this Board. Among these to be considered is the review of Kiwanis International-Europe's "Split Budget" proposal. I would ask that

all consider this and other proposed changes in the light of what is right, proper, and best for Kiwanis everywhere. The Board Committee on Overseas Extension, under the chairmanship of Immediate Past President Ted, will be preparing certain recommendations for Board consideration.

In closing, I would surely be remiss if I did not express my thanks for the dedicated service I am observing everywhere. The International Board, International Committees, District Officers, and all Kiwanians are, while enjoying excellent support from the General Office Staff, making it happen...and I am most appreciative.

STANLEY E. SCHNEIDER
President

MESSAGE OF THE PRESIDENT-ELECT
TO THE BOARD OF TRUSTEES
January 29, 1977

We have been very busy since our board meeting here in Chicago last October. One of the first responsibilities of the President-elect is the selection and appointment of International committee members and chairmen. Let me say here that I was very pleased with the excellent response to the request for recommendations. There were 275 forms returned along with some verbal requests and some letters. It is always a difficult task to select just a few from a long list of very qualified Kiwanians, but we did make our decisions and have for you a final list of appointees for your approval. Each one has enthusiastically accepted, and I am thrilled to have a fine dedicated team ready to go to work. I would now ask your approval by making the following recommendation:

Recommendation #1:

It is recommended that the appointees to the 1977-78 International Committees as shown in the attached Exhibit "A" be approved.

I move that recommendation 1 be adopted.

(adopted)

November 17-20, 1976 I, along with Secretary Reg and Associate Secretary Larry, attended the Annual Service Club Leadership Conference in Philadelphia. There were twenty-two service clubs represented at the conference hosted by the Soroptomist organization. I found the conference most interesting and profitable, particularly because of the opportunity to exchange ideas. I found, too, as others have before me, that Kiwanis is identified as a leader in the service club world and is highly respected. Our two secretaries are equally respected by all their counterparts.

On my way home from Philadelphia I stopped off at CONOVACT in Colorado Springs and took in the last part of that conference. I had the great pleasure of addressing the group on Saturday evening and found this to be a very challenging experience. There were 213 in attendance, made up of Key Clubbers, Circle K Members, and Kiwanians. It was an inspirational weekend.

On January 13 and 14 I attended a planning conference here in Chicago. We had the 1977-78 International committee chairmen plus members of the Committees on Administration, Citizenship Services and Youth Services in attendance. Chic Greenberg, our chairman on New Club Building Worldwide East had a business conflict that prevented him from being here, but we have been in communication by phone. Trustee Merald Enstad was here in his capacity as Chairman of the Board Committee on Program Development. Merald did a fine job, as did all of the staff, and I left Chicago after the conference very pleased with the results and excited about the future. You will be hearing more regarding the planning conference from Trustee Merald as he brings his report to you.

Plans for the Governors-elect Training Conference are going well. As you recall, we are departing from past procedure and having that conference March 30. For the first time we will have Governors-elect from all over the world including Japan and the Republic of China, as well as the European Federation Governors-elect and Federation President-elect. It promises to be a great conference.

I started planning my calendar for the 1977-78 administrative year as it related to Presidential Visitation Dates and plan to complete the calendar at the time the Governors-elect are here in March.

I am sincerely grateful to President Stan and Immediate Past President Ted for their fine cooperation and assistance as I plan our year, and words cannot describe the fine enthusiastic cooperation of staff. They are just great. Thanks to you board members for your cooperation. I will be calling on you for more. Meanwhile, we have much to do as we assist President Stan this year, and I assure all that I shall do my part to help Stan accomplish all the goals, and more, that have been pledged for 1976-77.

MAURICE GLADMAN
President-elect

1977-78 COMMITTEE APPOINTMENTSRESEARCH AND DEVELOPMENTAdministration

Chairman: Earl M. Robertson, P.O. Box JJ, Issaquah, Washington 98027
 John L. Cook, R.R. 4, Haller Creek Rd., Green Bay, Wisconsin 54303
 William A. "Bill" Thatcher, 2331 N. State Rd., #7, Suite 212-C, Fort
 Lauderdale, Florida 33313 (West Broward-Plantation Club)

Circle K Clubs

Chairman: Marcus M. Marble, Jr., M.D., 112 N. 3rd St., Buckeye, Arizona
 85326 (Litchfield Club)
 Morton O. Alper, D.D.S., 2401 Calvert St., N.W., Washington, D.C.
 20008 (Georgetown, Washington, D.C. Club)
 Arnold C. Bode, 19 Congressional Parkway, Livingston, New Jersey
 07039 (Branch Brook, Belleville Club)
 Charnia L. Cheatwood, Jr., 4501 Heyman Ln., #132, Alexandria,
 Louisiana 71301
 Paul C. Sandal, 214 22nd Ave., N., Fargo, North Dakota 58102

Citizenship Services

Chairman: Glenn A. Claybaugh, Ph.D., 1612 Russell Ave., Evansville, Indiana
 47712 (Westside Evansville Club)
 Dr. G. Bruce Bartels, 388 Henkens Dr., Chadron, Nebraska 69337
 Arthur J. DeLorenzo, 831 New Brunswick Ave., Rahway, New Jersey 07065

Key Clubs

Chairman: John D. Morton, 130 Sweden St., Berlin, New Hampshire 03570
 Kermit R. Doolittle, 509 Hillcrest Dr., Webster City, Iowa 50595
 J. Walker Field, 1301 N.W. 9th Ave., Fort Lauderdale, Florida 33311
 (Fort Lauderdale Beach Club)
 Ernest P. Newbern, Jr., P.O. Box 12744, Memphis, Tennessee 38112
 (East Memphis Club)
 Robert L. Stewart, West Rattlesnake, Missoula, Montana 59801

Resolutions

Chairman: William F. Grant, P.O. Box 879, Elberton, Georgia 30635
 W. Donald Goodfellow, #555, 600 - 6th Ave., S.W., Calgary, Alberta
 T2P 0S4
 Harold W. Graafmeyer, 28050 Gilchrist Dr., Euclid, Ohio 44132
 Hedley G. Ivany, 6190 Jubilee Rd., Halifax, Nova Scotia B3H 2G1
 (Armdale-Halifax Club)
 Rex P. Kyker, Station ACU, Box 8156, Abilene, Texas 79601 (Key
 City, Abilene Club)
 Ted R. Osborn, 568 Delzan Pl., Suite 26, Lexington, Kentucky 40503
 (The Blue Grass, Lexington Club)
 Charles M. Roberts, P.O. Drawer X, Fort Myers, Florida 33902

1977-78 President-elect

Youth Services

Chairman: Donald R. Hevel, Sr., 427 W. Chestnut, Kahoka, Missouri 63445
Neil R. Gerhart, 4311 Roundtree Ct., Colorado Springs, Colorado
80915 (East Colorado Springs Club)
Jack E. McGraw, P.O. Box 2128, Columbus, Georgia 31902

RESOURCE AND PROMOTION

Achievement

Chairman: Anthony M. Mettler, 17371 Brody St., Allen Park, Michigan 48101
Thad D. Farr, 604 Wilson Dam Ave., Sheffield, Alabama 35660
Ralph O. Howard, P.O. Box 2365, Chapel Hill, North Carolina 27514
Robert L. Mason, P.O. Box 424, Shelbyville, Indiana 46176
Gerry E. Seider, % Badger Mutual Insurance Co., 1635 W. National Ave.,
Milwaukee, Wisconsin 53204

International Relations

Chairman: Donald C. Marble, 1404 Woodmere Dr., Charleston, West Virginia 25314
Thomas J. Connelly, 90 Longwood Ave., Brookline, Massachusetts 02146
George Ernst, P.O. Box 117, El Paso, Texas 79941 (El Paso-Coronado
Club)
Clinton H. Whitfield, P.O. Box 77, Oranjestad, Aruba, Netherlands
Antilles
J. Stewart Wilson, Box 5171, Seven Oaks Station, Detroit, Michigan
48235 (Detroit-Redford Club)

Major Emphasis Programs

Chairman: LeRoy Shulman, 1365 Emory Pl., Norfolk, Virginia 23509
Anton J. Kaiser, European-American Bank Bldg., 925 Hempstead
Turnpike, Franklin Square, New York 11010 (Farmingdale Club)
Charles F. Moldenhauer, 15811 Bennett Rd., North Royalton, Ohio
44133
Dean Murphy, P.O. Box 430, Hope, Arkansas 71801

Membership Growth and Education

Worldwide East

Chairman: Melvin S. Gantt, P.O. Box 3158, Winston-Salem, North Carolina 27102
Albert Cirillo, 161 Skyline Dr., Meriden, Connecticut 06450
Dr. Kurt Konrad Huber, Klusweg 33, 8032 Zurich, Switzerland
(Zurich-Manesse Club)
Elliot D. Spiro, P.O. Box 353, Hewlett, New York 11557 (Five Towns,
Long Island Club)
George G. Young, M.D., 527 Doctors Bldg., Chattanooga, Tennessee
37402 (Brainerd, Chattanooga Club)

Worldwide West

Chairman: John E. Ritter, 11548 Sheraton Dr., Baton Rouge, Louisiana 70815
(Audubon, Baton Rouge Club)
Kenneth W. Farmer, 141 Gilles St., Adelaide, S.A. 5000, Australia
Joseph M. Phillips, P.O. Box 868, Bellevue, Washington 98009
Worth S. Richardson, 939 Coast Blvd., Apt #4J, LaJolla, California 92037
Dr. Gail Shannon, 14 Dellwood Ln., Box 4302, Canyon, Texas 79015

New Club Building

Worldwide East

Chairman: Erwin "Chic" Greenberg, 67-19 Parsons Blvd., Flushing, New York 11365 (Fresh Meadows, New York City Club)
Allen M. Duffield, P.O. Box ES 6277, Nassau N.P., Bahamas
Ivan K. Hill, P.O. Box 550, Winfield, Alabama 35594
Frank Lokke, Peer Gyntsveien, 17, 1700 Sarpsborg, Norway
Paul S. Riffle, 212 Montgomery Ave., West Pittston, Pennsylvania 18643 (Pittston Club)

Worldwide West

Chairman: Mort Freedman, 435 E. Greystone Ave., Monrovia, California 91016
Robert E. Colony, 224 W. Kennedy St., Grand Junction, Colorado 81501 (Brookcliff, Grand Junction Club)
Vernon E. Hektner, NDSSS, Wahpeton, North Dakota 58075
G. Vincent Nelson, 8621 Sandalwood Dr., Lincoln, Nebraska 68510
Emilio M. Piansay, % Inter-Island Gas Service, Inc., 257 San Pedro St., Davao City 9501, Philippines

Public Relations

Chairman: Darrell Coover, National Association of Independent Insurers, Suite 1001, 1625 Eye St., N.W., Washington, D.C. 20006
John C. Bernhard, Southern Bell Telephone & Telegraph Co., P.O. Box 7000, Florence, South Carolina 29502
Loy L. Chase, P.O. Box 493, Augusta, Kansas 67010
Ray Keyes, 252 W. 4th St., Williamsport, Pennsylvania 17701 (Loyalsock Township Club)
Joseph M. Sehee, 2607 E. 3820 South St., Salt Lake City, Utah 84109 (Sugar House, Salt Lake City Club)

Support of Spiritual Aims

Chairman: Henry L. "Les" Myers, Jr., 1000 E. Broadway, Louisville, Kentucky 40204
Alan Angelo, Jr., P.O. Box 5248, Atlantic City, New Jersey 08404
Rev. Paul W. Gess, P.O. Box 571, Bluefield, Virginia 24605 (Bluefield, West Virginia Club)
Leslie W. Kalb, 3123-Q Via Serena North, Laguna Hills, California 92653 (Laguna Hills-Moulton Club)
E. Alton Reeves, Jr., 2866 Church St., East Point, Georgia 30344 (College Park Club)

SPECIAL INTERNATIONAL COMMITTEES

Communications Services

Chairman: Joseph A. Ross, 1042 S. Elmwood Ave., Oak Park, Illinois 60304

Council and Convention Music

Chairman: Verrollton C. "Vic" Shaul, 72 Greencroft Dr., Champaign, Illinois 61820 (Champaign-Urbana Club)

REPORT OF THE SECRETARIES
TO THE
INTERNATIONAL BOARD OF TRUSTEES

January 29, 1977

On January 21st the 62nd birthday of Kiwanis International was celebrated throughout the fifty-four countries which comprise the Kiwanis world. Again this year, under the dedicated leadership of President Stan and the members of this Board, records of various types are being set in solid support of the 1976-77 theme -- LEAD THE WAY. In his report President Stan has enumerated some of the accomplishments of his leadership team as well as his concerns about certain areas. It is now our privilege to present our report and to reflect in more detail the status of Kiwanis International as we begin our 63rd year.

DALLAS CONVENTION

In the period of time since the last meeting of this Board we have been working with the Board Committee on Convention in order to come to this meeting with a very nearly complete program ready for all-out promotion in the Bulletin for Kiwanis Officers, Kiwanis Magazine, and the various convention-related mailings--all designed to make the Dallas Convention another block buster. We are confident that you will be enthusiastic in your response to Chairman Ernie's report which will spell out many of the innovative details of the plans for our 62nd Annual International Convention.

1977-78 PROGRAM PLANNING
CONFERENCE

On January 12, 13 and 14 President-elect Maury welcomed his team of International Committee Chairmen and appropriate committee members to this conference and, with Program Development Committee Chairman Merald presiding over joint sessions, the conference came up with excellent recommendations to help make 1977-78 another banner year for Kiwanis International.

NEW CLUB BUILDING

As of the date of this report, 85 new Kiwanis clubs have been organized since October 1, 1976. This compares to 85 for the same period in 1975-76. Sixty-one of these clubs have been organized in the twenty-eight districts comprising the United States; one in the two Canadian districts; two in the Andean District; one in Australia; three in New Zealand; six in Philippine Luzon; four in Philippine South; four in the Benelux-France-Monaco District of Kiwanis International-Europe; and two in the Norden District of Kiwanis International-Europe. One club has been organized in a non-districted area.

Nine districts have not as yet formed a new Kiwanis club in this administrative year. Many of these districts have been represented at one of the Regional Conferences for Governors already held, and in almost every instance, it would appear that a new club will be built prior to March 1.

Certainly the districts are moving in a positive manner toward achieving the goal of 410+ clubs in 1976-77. There is, however, a constant need for the cooperation of the counselors to districts in keeping before the district leadership the need for personal attention to the selection of new club sites, the establishment of organization dates, and obtaining a personal pledge to follow up to see that progress is made toward the establishment of each new club.

Last year at this same time, we were indicating that extension in areas outside of the United States and Canada was fast approaching the 500th club. As of this date, the number of clubs in this category stands at 656. Therefore, it can well be expected that the 700th club will be organized before the Dallas Convention.

MEMBERSHIP The certified membership as of September 30, 1976, was 278,455. This included 7,910 members in Kiwanis International-Europe. The growth of Kiwanis International in the 1975-76 administrative year was 6,335 members for a net overall percentage gain of 2.33%. Twenty-seven of the thirty-five districts reflected membership gains. Non-districted areas and Kiwanis International-Europe also reflected growth.

A ten-year growth analysis of Kiwanis International has been made, based upon certified membership figures from December 31, 1966 through September 30, 1976. The analysis illustrates statistically what an aggressive growth program can mean to Kiwanis. In the first five years from December 31, 1966 through September 30, 1971, Kiwanis International had a membership loss of 1,749 members. All of this loss was in the thirty districts comprising the United States and Canada. Both extension outside of the original countries and Kiwanis International-Europe had membership gains throughout this entire period, which helped to offset losses which would have otherwise mounted. During that period, the thirty districts comprising the United States and Canada had membership losses of 6,611 members.

When this is compared to the next five years - from October 1, 1971 through September 30, 1976 - it reveals the net result of effective growth promotion leadership. Thinking again of the figure of loss at the end of the first five years of this ten-year period, 6,611 members, and at the end of the ten years the thirty districts had a gain of 2,278 members. This means that in the last five years - October 31, 1971 through September 30, 1976 - the thirty districts comprising the United States and Canada gained 8,889 members.

Obviously, Kiwanis has only scratched the surface of its total program of growth. The organization has experienced an excellent start over the last five administrative years and in that time, a great deal of refinement has been accomplished regarding the total growth programs. Still it is only a beginning and it is imperative that the Board Committee on Membership Growth and Education continues to study ways in which the program can be strengthened; how the training techniques can be improved; and what additional materials are necessary so that we can have a continued growth effort.

Although our Field Service Representatives do give their primary attention to the matter of new club building, for two years now they have been given expert training as full salesmen in the whole growth effort. It is certain that their attention to this broad-based effort continues to pay increasingly fine dividends.

The APS trend membership figures for the first quarter of this administrative year, 282,659 members including 7,910 members in Kiwanis International-Europe. Therefore, there was a gain in the trend membership of 4,204 in this period when we compare it with the certified membership figure as of October 1, 1976. When we compare the 1976 trend figure of 282,659 to December 1975 figures of 277,040 we find that we have an increase in the trend figure of 5,619. This reflects a figure which is nearly 700 higher as the same time last year.

New member adds for the first three months of this year totalled 13,933. Previous years totals as of December 31 were - December 1973 13,307; December 1974 14,454; December 1975 13,301.

These statistics indicate that there is not a great deal of variance in adds from year to year. This holds true also for our year-end figures. Our overall new member add totals for these years vary only from 48,000+ to 52,000+. This also indicates our growth rate is not increasing rapidly enough from year to year and what really controls our growth factor is the deletion rate in each individual year.

There is a mutual goal of three hundred thousand members by September 30, 1977. To reach this goal we will need to have on an average something over 7,000 new member adds per month for the balance of the year.

To help accomplish this President Stan, with the full cooperation of the Board Committee on Membership Growth and Education is just now launching an all-out effort to get local clubs involved in establishing growth goals and to recognize clubs which achieve the established growth goal based upon their size of club.

Again the full support of the counselors to districts will aid President Stan and all of us greatly in keeping the spirit of the districts high and keeping the leadership challenged to watch for trends, to know each month what the facts mean in regard to the possibility of the district reaching its membership goal. Only a unified effort in both new club building program and the membership growth program will result in the organization passing the three hundred thousand mark by September 30, 1977.

LEADERSHIP EDUCATION FOR
INCOMING LIEUTENANT
GOVERNORS

It is very logical, after having discussed new club growth and membership development, to talk realistically about the relation of lieutenant governors to these

programs and to appraise also the relationship of the education of lieutenant governors to the effectiveness of the overall effort.

As the Board is aware, for a number of years now we have had a workshop session for incoming lieutenant governors at the International Convention. With the Board's full cooperation we have experimented with conferences of lieutenant governors on the matter of growth. One was held last year involving the districts of the northeast and another is being held this year involving the districts in the southeast.

A full discussion with the governors of the various districts has resulted in most positive feeling that the program for the incoming lieutenant governors should be strengthened at the time of the International Convention and there are three general areas which could be covered more effectively at that time than would be the case if International were to rely on any other method of education in regard to the areas of growth in membership, growth in new clubs and in full promotion of the Major Emphasis Program.

In line with these facts and with the full knowledge and concurrence of president-elect Maury Gladman, the Board Committee on Leadership and Council is being asked to give full consideration to this and other most important aspects of our leadership education effort.

YOUTH SERVICES

As of the date of this report 148 Builders Clubs have been organized. This certainly continues to be a challenging activity for local clubs and the program is actively promoted by our current district leadership.

The Board will continue its evaluation of the Keywanettes program. The Board Committee on Program Development will be asked to consider a request on the part of the California-Nevada-Hawaii District for a modification in the guidelines set forth for the pilot program in California involving activity beyond the local club level. Inherent in this total concern of course is the question of district structure in districts other than California-Nevada-Hawaii; the question of when the California-Nevada-Hawaii District pilot effort will be appraised and it will no longer be considered in the category of a pilot operation; the question of the effect on the total Keywanettes program of the growth in the number of Key Clubs which are open to both young men and young women due to state or provincial laws, statewide school regulations or action taken by a local school board in which the sponsoring Kiwanis club concurs.

CIRCLE K

The following figures provide a year to date comparison on the status of Circle K International. The figures are valid through January 15, 1977 as compared with January 15, 1976. Total charters in '76 were 651; in '77 622. Inactive charters in '76 109; in '77 66. New clubs built '76 15 and '77 20. Membership in 1976 7,119; membership in 1977-7, 751. Sponsorship fees paid in '76-319 and in '77-333. Total sponsorship fee income 1976 \$31,900 and by January 15, 1977 \$39,960. A healthy condition seems to be evident throughout all of Kiwanis with special reference to the relationship of Circle K officers to Kiwanis districts. Positive reports have been received by President Stan from district governors in the three regional conferences already held.

The figures mentioned above indicate also some of the strengths. There is a positive growth program being fostered by President Howard Hendrick supported by the Circle K department and encouraged by Circle K leadership at all levels. President Howard feels that the 20 clubs currently organized are only a starter. The goal is 100 additional well organized and fully functioning Circle K clubs during this administrative year.

Circle K International leadership itself has accepted important responsibilities. These leaders are welcomed in the districts which they counsel when travel is possible but certainly much of their counselling is obviously done by telephone and correspondence.

The Board Committee on Circle K will be asked again by the Circle K leadership to consider some adjustments in the membership of the Board of Circle K. On the positive side it can be said that the Circle K leadership is effectively working. However, the real heart of the question regarding some adjustments of the size of the Circle K board of officers relates to the cost factors involved and the Circle K International officers are well aware of these facts. The Board Committee on Circle K will certainly give full consideration to the total picture of Circle K leadership, both in terms of its current effective functioning and in terms of future trends.

President Howard Hendrick and his board of officers are to be complimented on the positive way in which they have accepted the challenge to growth. They have not considered this to be someone else's responsibility, important as the leadership of the local sponsoring Kiwanis clubs and districts may be. President Howard has spelled out the role of Circle K International officers, the Circle K district officers and even the part that a local Circle K can play in seeing that a Circle K club is established on a neighboring campus. Our hats must be off to this type of positive leadership, especially as we compare it with the problems and concerns which were evident not too many years ago.

KEY CLUB

Our entire Key Club program gives us continuing cause for concern. Registered Key Clubs for the 1975-76 year were 3,603. Total number of clubs believed to be active in 1976-77 is 3,537. New clubs built to date this year 31, as compared to 45 in the 1975-76 year. It is

interesting to note however, that the number of non-meeting clubs reported is slightly less this year and this is the figure that has been growing for a number of years. Checking on all the dues which have been collected up to this point, we find that just over two thousand of approximately thirty three hundred active clubs have paid dues as of this date. A great deal of follow-up has been done with Kiwanis leaders and this will be continued both by the Key Club department as well as by others of us who are continuing our contacts with district leaders with special reference to Kiwanis lieutenant governors.

There is no question but what the status in Key Club membership is having its effect upon new club building and is having its effect upon the payment of membership dues and the submission of membership lists.

It is certain that the Board Committee on Key Clubs will give its primary attention to this matter of great concern.

One other question to which the Board Committee on Key Clubs will need to give its attention in a preliminary way at least, is the status of Key Clubs which have been authorized under the sponsorship of local Kiwanis clubs outside of Canada and the U. S. and existing outside of the structure of Key Club International.

The least that might be hoped for at this particular meeting would be a full review of whether or not it is feasible to continue present policies or whether the entire Key Club operation would be strengthened by research on how uniformity might be fostered in the Key Club organization, no matter where Key Clubs exist.

STANDARDIZATION OF
MATERIALS AND
TRANSLATION

Much attention has been given in studies in recent months to the practicality of the standardization of basic materials for club use in order that there might be a saving in printing costs.

A standard Club President's Manual or Club Secretary's Manual or a piece containing both can very logically be updated each year by the simple listing of new items which need attention and these based upon a study are from year to year very limited in number.

Part of this entire study also has to do with the question of materials usable in various countries where extension is now taking place. It becomes increasingly evident that effective growth procedures and effective administrative techniques cannot gain the desired results if such items are produced only in English.

The Board Committee on Leadership and Council will be giving consideration to the challenge of standardization and various other Board Committees including the Finance Committee should be examining the possibilities and the practicality of making available appropriate administrative materials and growth promotion materials in the most acceptable language. It becomes increasingly evident that Kiwanis International, an organization on the move both in terms of its effectiveness of administration and in its growth procedures, cannot continue to think of itself as capable of operating with one language but rather must consider itself in terms of its internationality and the demands that that concept

places upon all involved in current administration, growth, as well as long-range planning.

THE KIWANIS MAGAZINE The new format of The Kiwanis Magazine, introduced in last October's issue, has received considerable acclaim from Kiwanians with journalism expertise. The November-December issue featured a cover and editorial treatment of the Caribbean area, giving recognition to the achievements and aspirations of the growing Kiwanis movement in that area and at the same time emphasizing to our largely North American readership the increasing importance of Kiwanis as a worldwide organization. This issue also contained our second support article for the Major Emphasis Program, informing our readers about the problems and new developments in home security. The editorial also supported "Safeguard Against Crime" with pleas for community involvement from the directors of the Federal Bureau of Investigation and the Royal Canadian Mounted Police. The January issue featured our third "Safeguard Against Crime" support article, "The Alarming Female Crime Rate," as well as our 1975-76 new club building success story. The February issue, which will come off the press during this Board meeting, will feature the 1975-76 membership development success story and profiles on two Kiwanians, one from Korea and the other from Nigeria, again emphasizing the worldwide concept of Kiwanis International. The next three issues will present major articles supporting the "Safeguard Against Crime" program and some excellent features promoting the Dallas convention.

The international aspect will continue with articles on "The Kiwanians of Europe" in April and "Kiwanis in Ecuador" in May.

KIWANIS INTERNATIONAL
FOUNDATION

This is the 10th year for the Kiwanis International Foundation Birthday Contribution Campaign and again this year new records are being established. As of this date contributions total \$53,192.37, which compares most favorably with the total last year on this date, which was \$44,181.87.

WOMEN IN KIWANIS

Members of the Board will remember that the Elgin-Fox Valley Club here in the Greater Chicago area attempted to take women into membership last fall. After receiving my warning letter they reverted to an all male club but have now informed us that they will present a proposed amendment at Dallas to admit women into membership in all Kiwanis clubs.

The Great Neck Kiwanis Club vs. Kiwanis International case is still pending oral argument and we are advised by our New York counsel that the calendar of the New York Court of Appeals is such that June 1977 is the best guess as to the hearing date. He also advises us that a special committee on women's rights of the New York County Lawyers Association has filed an amicus curiae brief but, according to him, there was nothing new in it. We will keep you advised.

INSURANCE SURVEY

The Louis Harris Survey, which was authorized by the Board and the cost of which is being covered by Marsh and McClennan, has been completed and is now being analyzed. The final report on the 604 interviews is scheduled for release at the end of February. We understand that those interviewed were most cooperative but we have received about fifteen letters from irate Kiwanians who feel that Kiwanis should not involve itself with insurance. About half of them were from insurance men with several originating from the same general area of the country. All received immediate replies and were assured that their concerns would be given careful consideration when this Board decided what to do about the various elements of the survey, including the possibility of making group insurance available on an optional basis. We also assured those who indicated concern about the cost that Kiwanis had no responsibility for the cost of the survey.

LEGAL LIABILITY
INSURANCE

This is an area which will require careful consideration at this Board meeting since we know that the twenty-five cents per club member currently being collected will not cover the increase in premium which U.S.F. &G. has notified us about. Although we do not know how much of an increase will be needed our insurance advisors have stated that it will be at least twice the present premium. This, of course, would indicate the necessity for this Board to present an amendment at the Dallas convention if we are to continue to provide each Kiwanian with legal liability insurance.

We recommend that consideration be given to moving this out of the revenue article in our constitution and placing it in the bylaws. This would serve to divorce the annual insurance premium as far as possible from the dues area, thus reducing to some extent the natural feeling on the part of Kiwanians that any increase in the cost of automatic insurance would be the same as a dues increase. This could be particularly difficult if the Board is placed in the position of asking for still more money for legal liability insurance premiums and also for a dues increase at the same convention.

The decision must also be made as to whether it would be best to ask for a specific amount for the insurance each year or present some type of proposed amendment which would permit the Board to procure the insurance at the best possible rate up to a specified maximum premium. The advantage of the latter plan is obviously that of avoiding going to the House of Delegates each year in the event premium costs go up each year which they well may do according to our best information.

Bob Stone of Donchin & Hecht is making every effort to determine the specific details of the new U.S.F. &G. proposal before this meeting of the Board ends next week. This will enable us to be more specific but we need to know your wishes on the above procedures in order to prepare appropriate amendments for next June.

FINANCE

At the conclusion of the first four months of this administrative year our total financial picture is in line with our budget. There are some areas within the budget itself which will require adjustment and these will be presented for your approval at this meeting by Chairman Mac and the members of the Finance Committee.

We have been concerned at the possibility of experiencing a substantial increase in our real estate assessed valuation for the quadrennial commencing with the year 1976 on our General Office property. We are in an area which has the highest land valuation for tax purposes in the City of Chicago. Land values have skyrocketed due to the vast development of the "Magnificent Mile" with its new buildings containing shops of international prominence, and this has caused a re-appraisal by the Assessor of the land valuations in the entire district. The Greater North Michigan Avenue Association reports that buildings in the area are experiencing 15 to 20% increases in the new evaluation.

Through the good efforts of David Brill, who serves as our tax counsel, our evaluation for the next four years for tax purposes has been set at \$348,233, which is nine dollars less than the \$348,242, evaluation for the previous quadrennial. The tax dollar, of course, will depend upon the tax rate and equalization factor for each of the next four years which are unforeseeable at this time, but our position in comparison with our neighbors is excellent.

Respectfully submitted,

R. P. MERRIDEW
International Secretary

L. A. HAPGOOD
Associate Secretary

GENERAL OFFICE ADMINISTRATIVE ACTION

January 31 - February 2, 1977

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

<u>Club</u>	<u>Number of Members</u>	<u>Listed as Not-Meeting</u>
Evans-Brant, New York	9	9-30-76
Ilion-Breakfast, New York	19	9-30-76
Stanley Park, Vancouver, British Columbia	6	9-30-76
Dixon, California	16	10-27-76
Mission Peak, Fremont, California	13	10-27-76
Sterling, Virginia	13	10-27-76
Atlanta-Six Flags Area, Georgia	11	10-27-76
Portage, Indiana	21	10-27-76
Bonner Springs, Kansas	5	10-27-76
Shawnee, Kansas	21	10-27-76
Jefferson Township, New Jersey	10	10-27-76
Malden, Missouri	7	10-29-76
Muldrow, Oklahoma	27	10-29-76
El Toro, California	20	11-10-76
Pine Valley, California	8	11-10-76
Bay City, Ki-West, Michigan	1	11-17-76
Jennison, Michigan	15	11-17-76
Wayne, Allen Dee Golden K, Michigan	18	11-17-76
Fort Leonard Wood, Missouri	16	11-17-76
Olney, Maryland	12	11-30-76
Takoma-Langley Park, Maryland	10	11-30-76
Franklin, North Carolina	13	11-30-76
Kershaw, South Carolina	21	11-30-76
Marion, South Carolina	11	11-30-76
Rio Area, Wisconsin	21	11-30-76

<u>Club</u>	<u>Number of Members</u>	<u>Listed as Not-Meeting</u>
Roseville-Suburban, California	24	12-23-76
Bowmanville, Ontario	10	12-23-76
Trois Rivieres Ouest, Quebec	17	12-23-76
Hazel Crest, Illinois	10	12-23-76
Elkhorn City, Kentucky	16	12-23-76
Milford, Nebraska	12	12-23-76
The Pennridge Area, Sellersville, Pennsylvania	10	12-23-76
Coolidge, Arizona	18	12-23-76
Logan, New Mexico	6	12-23-76
The Mall, Eureka, California	20	12-31-76
South Bay, Hermosa Beach, California	24	12-31-76
Baytown-East, Texas	12	12-31-76
Houston-Midtown, Texas	10	12-31-76
Mercedes, Texas	12	12-31-76
North Brownsville, Texas	15	12-31-76
Northeast Houston, Texas	17	12-31-76
Roma, Texas	17	12-31-76
Valley View-Dallas, Texas	8	12-31-76
Barnsdall, Oklahoma	21	12-31-76
Bixby, Oklahoma	7	12-31-76

b. Organization of new clubs:

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Kidapawan, North Cotabato, Philippines	6-19-76	24
Fremantle, Western Australia	8-18-76	20
Binangonan, Rizal, Philippines	8-25-76	22

Tanay, Rizal, Philippines	8-25-76	20
Nabua, Camarines Sur, Philippines	9-12-76	26
Cainta, Rizal, Philippines	9-14-76	23
Greater Garden Grove, California	9-23-76	20
Fountain Hills Sunset, Arizona	9-23-76	26
Ipoh, Malaysia	9-23-76	20
Schenectady, Golden K, New York	9-24-76	20
Borrego Springs, California	9-26-76	38
Alice-Daybreakers, Texas	9-27-76	20
Northwest Houston, Texas	9-27-76	20
Copan, Oklahoma	9-27-76	24
Reims, France	9-27-76	20
Laurie, Missouri	9-28-76	39
Alta, Iowa	9-28-76	22
Lac Ste. Claire, Michigan	9-28-76	22
Ingleside, Texas	9-28-76	20
Golden K, Las Vegas, Nevada	9-28-76	27
Westlake Village, California	9-28-76	20
Coon Rapids, Iowa	9-28-76	21
Verona, Italy	9-28-76	21
Graham County-Safford, Arizona	9-29-76	23
Union City, California	9-29-76	21

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Austin, Balcones, Texas	9-29-76	22
Perry, Oklahoma	9-29-76	24
Ipswich, South Dakota	9-29-76	20
El Capitan, Kayenta, Arizona	9-29-76	25
Belton, Texas	9-30-76	22
Denison Golden K, Iowa	9-30-76	20
Hot Springs, Golden K, Arkansas	9-30-76	25
Angwin, California	9-30-76	31
Knoxville V. A. Golden K, Iowa	9-30-76	21
Golden K, North Bergen, New Jersey	9-30-76	20
Shepherd Park, Washington, D.C.	9-30-76	20
Catawba Valley Golden K, Hickory, North Carolina	9-30-76	20
Ronan, Montana	10-1-76	24
Ark City '76, Kansas	10-1-76	35
Champion, Ohio	10-1-76	21
Fort Smith-Bicentennial, Arkansas	10-1-76	21
Dickinson County Golden K, Michigan	10-1-76	26
Greater Orange Park, Florida	10-1-76	26
Santa Ignacia, Tarlac, Philippines	10-2-76	27
Silang, Cavite, Philippines	10-3-76	38
Palmerston North, New Zealand	10-6-76	21
Old National Area, Atlanta, Georgia	10-7-76	22
Tikub Lake, Tiaong, Quezon, Philippines	10-10-76	37
Contraband Bayou, Lake Charles, Louisiana	10-11-76	24
Blenheim, New Zealand	10-11-76	21

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Houston Galleria, Texas	10-12-76	23
Dunedin-Golden K, Florida	10-13-76	20
El Espinal, Tolima, Colombia	10-13-76	25
Grand Forks, British Columbia	10-14-76	20
Dumaguete City, Negros Oriental, Philippines	10-17-76	23
Atmore, Alabama	10-19-76	24
Marquette Area, Golden K, Michigan	10-21-76	21
Molave, Zamboanga del Sur, Philippines	10-23-76	20
Woonona Bulli, New South Wales, Australia	10-25-76	21
South Cobb County, Georgia	10-26-76	21
Fifteen Twenty-One, Cebu City, Philippines	10-27-76	22
Guagua, Pampanga, Philippines	10-29-76	22
Eidsvoll, Norway	11-1-76	20
Greater Tuscaloosa, Alabama	11-2-76	37
Wills Point, Texas	11-2-76	21
Temple, Sunrise, Texas	11-4-76	20
Frankfort, Illinois	11-4-76	20
South Hancock County, Mississippi	11-4-76	32
Licking, Missouri	11-10-76	24
West Racine, Wisconsin	11-11-76	24
Cedar Park, Texas	11-16-76	22
Wheatland, Wyoming	11-17-76	24
Allegan, Michigan	11-17-76	20
Palmyra, Pennsylvania	11-18-76	21
Aurora, Kentucky	11-18-76	20

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Greater Memphis, Tennessee	11-19-76	20
Tampa-Sunrise, Florida	11-22-76	20
Golden K, Yonkers, New York	11-22-76	21
Dania, Florida	11-23-76	26
Top Of The World, Clearwater, Florida	11-23-76	20
Camp Verde, Arizona	11-23-76	21
Central Kitsap, Silverdale, Washington	11-24-76	24
Guamo, Tolima, Colombia	11-25-76	22
Penticton, Sundowners, British Columbia	11-26-76	30
Calais Cote D'Opale, France	11-27-76	20
Alamada, North Cotabato, Philippines	11-28-76	20
Paniqui, Tarlac, Philippines	11-28-76	22
Mayantoc, Tarlac, Philippines	11-28-76	22
Pine Bush Area, New York	11-29-76	27
Wapello, Iowa	11-29-76	26
The North Bay Area, Mississippi	11-29-76	25
Ashburton, New Zealand	11-29-76	24
North Augusta, South Carolina	11-29-76	20
Golden K, Bayonne, New Jersey	11-30-76	23
East Cobb, Georgia	11-30-76	22
Jackson, Alabama	11-30-76	20
North Shore, Clear Lake, California	11-30-76	20
Columbia Northeast, South Carolina	11-30-76	20
Houston-Intercontinental, Texas	12-2-76	20
Scottsboro, Alabama	12-8-76	24

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Gatineau, Quebec	12-8-76	23
Mouscron, Belgium	12-9-76	20
Fort Payne, Alabama	12-9-76	26
Muscle Shoals, Alabama	12-9-76	21
Odense, Denmark	12-11-76	20
Golden K, Maspeth, New York	12-17-76	34
Arcachon, France	12-20-76	20
Marshall, All-American City, Texas	12-27-76	30
Pessac-Les-Graves, France	12-30-76	20
Taichung Best, Republic Of China	1-2-77	44
Blue Water Area, Port Huron, Michigan	1-5-77	20
Waverly Area, Nebraska	1-8-77	21
Platte City, Missouri	1-11-77	22
East Cooper-Mt. Pleasant, South Carolina	1-12-77	20
Northwest Plaza, St. Ann, Missouri	1-13-77	22
Senior Citizens, Olympia, Washington	1-13-77	21
Downtown Kelowna, British Columbia	1-14-77	20
Monmouth And Independence, Oregon	1-18-77	21
		<u>2,764</u>

c. Change of names of Kiwanis clubs:

From Kiwanis Club of:

Beckman Center, Fort Smith, Arkansas
 Berkeley-Hazelwood, Missouri
 Gun Barrel City, Texas
 Little Rock Airport-East, Arkansas
 North Jefferson County, Alabama

To Kiwanis Club of:

Golden K, Beckman Center, Fort Smith, Arkansas
 Berkeley, Missouri
 Cedar Creek Lake, Texas
 Central Little Rock, Arkansas
 Gardendale-Fultondale, Alabama

d. Club incorporations completed:

Adel, Iowa	Portage la Prairie, Manitoba
Akron, Ohio	Porterville-Tule, California
Ann Arbor-Briarwood, Michigan	Powell River, British Columbia
Atlantic Highlands, New Jersey	Rancho Cordova, California
Bay City-Sunrisers, Texas	Reynoldsville, Pennsylvania
Bel Air-Mobile, Alabama	Ridgetown, Ontario
Bentley, Flint, Michigan	Roy, Utah
Chambersburg-Downtown, Pennsylvania	Ruston-Sunrise, Louisiana
Countryside, Dunedin, Florida	Saint Cloud Sunrise Division, Minnesota
Del Rio, Texas	Saint Marys, West Virginia
East Greenbush-Nassau, New York	Sand Lake, New York
Eau Gallie, Melbourne, Florida	Saugus, Massachusetts
Fredericksburg, Texas	San Ramon Valley, Danville, California
Gardenside, Lexington, Kentucky	Scotland Neck, North Carolina
Golden K, Beckman Center, Fort Smith, Ark.	Sedro Woolley, Washington
Hacienda Hills, Hacienda Heights, Cal.	Shadow Mountain, Phoenix, Arizona
Hopkinsville-Christian County, Kentucky	Shaunavon, Saskatchewan
Jones, Oklahoma	Shiawassee-Owosso, Michigan
Kenner North, Louisiana	Siouxland, Sioux City, Iowa
Metropolitan Cedar Rapids, Iowa	Sisseton, South Dakota
Montecito, California	Smithfield, North Carolina
Morris, Minnesota	Somerville, Massachusetts
Murfreesboro, Tennessee	South Placer, California
New Albany, Mississippi	South Suburban, Milwaukee County, Wisconsin
New Boston, Ohio	Stock Yards Area, Chicago, Illinois
New Knoxville, Ohio	Tahlequah, Tsa-La-Gi, Oklahoma
Nittany Sunrise, State College, Pa.	Talladega, Alabama
Northern Door-Ellison Bay, Wisconsin	Tooele, Utah
Northern Flint, Michigan	Tracy, Minnesota
Northlake, Illinois	Tucumcari, New Mexico
Northville, Michigan	Tumwater, Washington
Ottawa, Ohio	Union Township, Ohio
Palmer Township, Easton, Pennsylvania	Uptown Oklahoma City, Oklahoma
Palos Verdes Peninsula, California	Ville Marie, Quebec
Pasadena, Hastings, California	Wellsville, New York
Pembroke-Corfu-Darien, New York	West Alexandria, Ohio
Ponca City, Oklahoma	West Pontiac, Michigan
Ponchatoula, Louisiana	West Rapid City, South Dakota

e. Circle K Clubs completed:

CIRCLE K CLUBS

Federal City College

University of Wisconsin, La Crosse

Central Florida Community College

Pennsylvania State University, Beaver

University of Idaho

KIWANIS SPONSORS

Capitol Hill, Washington, D.C.

Coulee Region, La Crosse, Wi.

Ocala, Fl.

Lower Beaver Valley, Pa.

Moscow, Id.

Central Washington State College
Bainbridge Junior College
George Mason University
Florida Junior College, North Campus
The Sault College
Tarleton State University
Dawson College
Cottey College
Northeast State University
Philander Smith College
Adirondack Community College

Ellensburg, Wa.
Bainbridge, Ga.
Falls Church, Va.
North Jacksonville, Fl.
Sault Ste Marie, On.
Stephenville, Tx.
Glendive, Mt.
Nevada, Mo.
Monroe, La.
Southwest Little Rock, Ar.
Glens Falls, Ny.

f. Key Clubs completed:

KEY CLUBS

Westfield Academy and Central School
Cheektowaga Central H.S.
Roy Miller H.S.
Clarendon College
Willcox H.S.
South Mountain H.S.
Wando H.S.
Central H.S.
Southwestern H.S.
Westfield Senior H.S.
Roslyn H.S.
Sheridan H.S.
Oakdale H.S.
Altamont H.S.
Saint Francis H.S.
Sarah J. Hale H.S.
Robert E. Lee H.S.
Macon H.S.
Pisgah Senior H.S.
Jasper H.S.
Clyde H.S.
Cohn H.S.
Socorro H.S.
Mississinewa H.S.
Pike Central H.S.
Tidehaven H.S.
Poquoson H.S.
Nansemond-Suffolk Academy

KIWANIS SPONSOR

Westfield, NY
Cheektowaga, NY
Six Points, Corpus Christi, TX
Chapelton, Jamaica
Willcox, AZ
Phoenix-South Mountain, AZ
Charleston, SC
Coulee Region, La Crosse, WI
Shelbyville, IN
Westfield, NJ
Roslyn, NY
Englewood, CO
Oakdale, LA
Birmingham, AL
Suncrest Area, Morgantown, WV
Brooklyn, NY
Tyler, TX
Macon, MO
Canton, NC
Jasper, TX
Clyde, TX
West Nashville, TN
Horizon City-El Paso, TX
Gas City, IN
Petersburg & Winslow, IN
Blessing, TX
Poquoson, VA
Suffolk, VA

Hawksvill H.S.
W. P. Daniel H.S.
El Cajon Valley H.S.
Springstead H.S.
Placer H.S.
Interboro H.S.
Xaverian H.S.
Manhattan H.S.
Eastside H.S.
Loyola Sacred Heart H.S.
Sonora H.S.
Bruton H.S.
Alvirne H.S.
Limestone H.S.
Spruce Creek Senior H.S.
Horseheads H.S.

Lucaya, Brand Bahama, Bahamas
New Albany, MS
Grossmont-Heartland, CA
West Hernando, FL
Auburn, CA
Chester Pike, PA
Bay Ridge Narrows, Brooklyn, NY
North Jackson, MS
Gator City, Gainesville, FL
Missoula-Sentinel, MI
The Highlander, La Habra, CA
The Colonial Capital, Williamsburg, VA
Hudson, NH
Loring Air Force Base, ME
South Halifax, FL
Horseheads, NY

g. Incorporation of Kiwanis Club Foundations:

none

h. Cancelled meetings

none

i. District Bylaw Amendments:

Capital - Article IV, Section 4, (authorizes club participation in lotteries, raffles, drawings, or other games of chance)
Article VI, Section 9, (deletion of section as unnecessary because Section 1 of this articles specifies who are members of the district board of trustees)
Article VII (changes in district committee structure)
Article VIII (changes in duties of district committees)
Article XII (Brings election of lieutenant governors into conformity with Standard Form for District Bylaws)
Article XIX (defines format for submitting proposed amendments to the district bylaws)
Article XV, Section 1 (clarifies billing procedures for district dues)
Carolinas - Article III, Sections 1 and 2 (redivisioning)
Article XV, Section 1 (increase in district dues)
Indiana - Article VIII, Section 17 (change in time limit for submitting proposed resolutions)
Article XI, Section 2 (change in time limit for submitting proposed resolutions)
Michigan - Article XVI, Section 3 (designates signatures on checks)
Article XVIII, Section 1 (authorizes production of district bulletin)
Article XV, Section 1 (increase in district dues and provision for pro-rata dues for new members)
New Jersey - Article XVI, Section 1 (increase in district dues)
Article VII, Section 1 (adding of one new district committee)
New York - Article XV, Section 1 (clarifies billing procedures for district dues)
Southwest - Article XV, Section 1 (increase in district dues)
Texas-Oklahoma - Article XV, Section 1 (increase in distruct dues)

1976 DISTRICT CONVENTION RESOLUTIONS INVOLVING AREAS OF SERVICE

CALIFORNIA-NEVADA-HAWAII

1. Support of National Patriotism

WHEREAS the Kiwanians assembled at this 56th Annual District Convention were privileged to hear the fine presentation by Miss Lori Cox concerning National Patriotism Week, and

WHEREAS Kiwanians share her concern and desire to assist her and her organization in the fulfillment of its objectives, and the sixth Object of Kiwanis promotes justice, patriotism, and good will.

NOW, THEREFORE, BE IT RESOLVED, that the Kiwanians support National Patriotism week in February of 1977 by addressing correspondence to their elected representatives and senators on establishing National Patriotism Week and thereby fulfill the objectives of Operation Mailbag, 1977.

2. Physically or Mentally Handicapped

Kiwanians recognize that physically or mentally handicapped persons have many special problems in life.

FURTHER, we recognize that these persons can be helped to overcome some of their difficulties and achieve normal lives.

THEREFORE, be it resolved that our District Committees and Kiwanis Clubs throughout the California-Nevada-Hawaii district encourage and promote programs of recreational activities for physically or mentally handicapped persons.

3. Protecting Health

In order for a nation to be strong, it is necessary that its citizens be constantly alerted to the necessity of perserving health. Therefore, to help prevent health problems, and to protect the Kiwanians against problems associated with hypertension, the month of November, 1976, is designated as K Family Hypertension Screening Month.

FURTHER, the month of December, 1976, is designated as K Family Blood Bank Month. It is further resolved that all Kiwanis Clubs and Kiwanians within the district participate in said programs during the months of November and December in order to help protect the health of our people.

EASTERN CANADA AND THE CARIBBEAN

1. Energy Conservation

Presented by the Kiwanis Club of Armdale-Halifax

WHEREAS the world is facing a dilemma in supplying energy needs.

WHEREAS the whole process of conservation - economic use - balanced pricing, etc., need a complete study and review.

WHEREAS - There is a problem and all citizen orientated groups like Kiwanis can take a lead in finding a solution.

THEREFORE BE IT RESOLVED that Kiwanis make an expression on the matter and finally resolve a way of making a worthwhile contribution to solving this problem.

That an energy day or month be designated during the year for study or lecture. In short, that we look at the problem as an International Kiwanis Organization.

2. Conservation of Resources

Presented by the Kiwanis Club of Armdale-Halifax

WHEREAS the resources of the world are being depleted due to many reasons, including careless and wasteful use.

THEREFORE BE IT RESOLVED that Kiwanis give leadership in the study and review of how best to conserve the resources of the world for the better use for the benefit of all mankind.

FLORIDA

1. Save A Life

In the past, the Florida District of Kiwanis International has been the laboratory in which the validity of service projects has been tested, and the drill ground on which our workers demonstrate their leadership in community service. The conservation and persistent reluctance of Kiwanis International in accepting new ideas before their value and

workability have been unmistakably and unequivocally demonstrated is notorious. (e.g. Key Club and Circle K). This has proved to be a wise policy, because on acceptance of a project by Kiwanis International it can be adopted by all clubs, with confidence.

The Save a Life program, initiated and promoted by our Florida Kiwanis Foundation District Treasurer, and Save a Life Chairman, Dr. Wil J. Bleckman, is typical. That program has been suitably tried and successfully operated throughout Florida over a long period of time as an undertaking needed and adaptable everywhere, and operable by laymen. Its good potential was finally officially recognized by Kiwanis International at its 61st Annual Convention in San Diego through the approval of the delegates of a resolution urging that Kiwanis Clubs take the lead in promoting the conservation and health of all people by implementing and participating in a blood pressure testing program. This resolution, unanimously adopted, was in direct recognition and furtherance of our Save a Life project, but only in a general way, with no implementation internationally.

It is, therefore, resolved by the Florida District of Kiwanis International in convention that

- a) The Kiwanis Save a Life project be adopted by all members of the K family in Florida (Kiwanis, Key Club and Circle K) for the administrative year 1976-77;
- b) Dr. Wil J. Bleckman be commended and thanked for his constructive idea and plan and his unselfish sacrifice in time and money (beyond the call of duty) in promoting Save a Life;
- c) The District officers for the administrative year 1976-77 take all reasonable steps necessary to inform the Board of Trustees of Kiwanis International of the workability and value of our Save a Life project to the end that it may become an internationally-promoted program beginning with the next Kiwanis International Convention.

GEORGIA

1. Restrictive Regulations of Federal Government

WHEREAS, Federal agencies delegated authority by the U. S. Department of Labor to carry out the enforcement of the Equal Opportunity Act currently have under consideration directives and policy statements which would forbid banks and other enterprises which do business with the U. S. government from paying membership dues for employees who are members of all-male organizations and deducting

the dues as a business expense in determining Federal Income Tax liability and

WHEREAS, such directives and/or policies would be an infringement upon the right of free enterprise institutions to encourage the participation of employees in service organizations of their choice, including Kiwanis Clubs, and cause financial hardship to all-male organizations through loss of membership.

THEREFORE, BE IT RESOLVED that:

Kiwanians of the Georgia District, assembled in regular Session at their 1976 Annual Convention in Albany, Georgia, September 19, 1976, do hereby issue their vigorous protests against any and all Federal directives and/or policy statements which would prohibit, restrict, or in any other way determine the composition of membership of a voluntary community organization.

RESOLVED FURTHER that a copy of this resolution be transmitted to Kiwanis, International, U. S. Department of Labor and U. S. Treasury Department. Copies will also go to U. S. Representatives and Senators.

This Resolution adopted at the 57th Annual Georgia District Kiwanis Convention in Albany, Ga., on September 19, 1976.

Albany Kiwanis Club

WHEREAS, the theme of Kiwanis International for 1974-75 was "The Younger Years-The Greater Years" and;

WHEREAS, the theme was so well received that Kiwanis International extended the theme for the Kiwanis year 1975-76 and;

WHEREAS, one of the two parts of the theme stressed aid and encouragement for our youth and;

WHEREAS, in the recent Canadian Olympic Games our young athletes exemplified all the qualities Kiwanis International could possibly write into a program emphasizing the value of our nation's youth and;

WHEREAS, most of these fine young athletes work under extreme financial hardships during their years of training, hardships not because of government subsidies and;

WHEREAS, in order for our athletes to be equally competitive in representing the United States of America in the Olympics they need these financial burdens at least partially removed during their intensive training periods and;

WHEREAS, Kiwanis International believes such support should come from the private sector rather than from government subsidies;

NOW, THEREFORE, it is hereby resolved:

That Kiwanis International be asked to form a task force committee to investigate the possibility of establishing an Olympic Fund for the sole purpose of providing subsidies for established Olympic athletes, as determined by the committee and the NCAA working as a team, so that between competitions these young people can perform at the peak of their talents without the crippling distraction of financial stress.

ILLINOIS-EASTERN IOWA

1. Look to the Past to Build for the Future

From the earliest days of Kiwanis, we have resolved, we have acted, we have built. We have built a great service organization; we have built better communities, better educational and charitable institutions; we have built better opportunities for youth and the needy; and we have built human beings into finer citizens.

Our resolutions have inspired such challenging Themes as:

Forward in Kiwanis
Build as Free Men
A Call to Leadership
Improve the Quality of Life
Unite for Progress
Give of Yourself
Touch a Life

These inspiring themes have highlighted the challenge to Kiwanians to accept their responsibility as citizens and to assume their full share of the burden of solving the problems facing mankind. Our reward has been a feeling of increased identity with our fellow men and a strengthened will to serve.

THEREFORE, BE IT RESOLVED:

That Kiwanis International reaffirms abiding interest in and support of the following well-accepted programs as identified in resolutions passed in recent years involving:

The Family Unit
Our Right to Decency
Operation Drug Alert
Alcoholism
Specific Learning Disabilities
The Greater Years
Traffic Safety
World Hunger

2. Respect for Life and Property

Crimes against persons and property continue their malignant growth throughout our lands. Citizens rightfully expect the law enforcement and criminal justice agencies to keep crime under control. These agencies, notwithstanding a high degree of dedication and professionalism, have become frustrated and denigrated. They now seek greater assistance from a concerned citizenry in highly visible and tangible ways.

Concern and alarm among Kiwanians is mounting. The communication from our clubs and members is clear; the need for Kiwanis action and involvement in a carefully structured and intensively promoted program of resistance to crimes against persons and property has the very highest priority on the agenda of Kiwanians everywhere.

THEREFORE, BE IT RESOLVED that Kiwanis International give emphasis in its 1976-77 programming to service projects which will cause Kiwanis Clubs to:

1. Create greater understanding among all people of the practicality and necessity of carefully structured programs of citizen action to discourage, protect against and resist crimes against persons and property.
2. Provide counsel and assistance to citizens as to practices which will help them to establish and maintain defenses against crime.

3. Stimulate a greater understanding of and support for law, law enforcement and the administration of justice.

3. Partnership with Youth

Working together with youth is both an inspiration and a privilege for all Kiwanians. The continuing sponsorship of youth groups provides the means for better communication and mutual understanding as well as the opportunity for youth to serve.

It is our goal to assist Circle K Clubs, Key Clubs, Builders Clubs, Keywanettes Clubs and other worthy youth organizations as their members render service and prepare themselves for their careers and for leadership in their communities.

THEREFORE, BE IT RESOLVED:

1. That sponsoring Kiwanis clubs re-emphasize their sponsorship responsibilities toward the K-Family.
2. That each Kiwanis Club expand its service to youth by involving itself with other youth groups whose activities are consistent with Kiwanis objectives.
3. That each Kiwanian obligate himself by accepting the personal responsibility of supporting a youth activity.

4. Responsible Citizens and their Government

Good government is not a substitute for the inter-relationships of citizens in meeting their daily needs, but rather good government is designed to supplement, when necessary, such human relationships.

When a bureaucratic government becomes repressive or engages in ever-increasing and excessive taxation designed to sustain and enlarge its scope and function, changes will never be initiated by the bureaucracy itself but only through positive demand of active, informed citizens.

An effective, efficient and economically operated government represents the least government necessary to assure the freedom of the individual and to undergird the relationships necessarily existing between individual citizens and between all segments of a free society.

Kiwanians, as individual citizens, must be in the vanguard of those who

- . are students of the functioning of representative government,
- . are active and willing participants in government at all levels,
- . demand that the government be efficient, economically run and designed to assist the individual to do what he otherwise could not do for himself or his fellow citizens. Good government begins in the local community.

THEREFORE, BE IT RESOLVED:

1. That Kiwanis clubs accept their role in helping their members and the general public to be informed citizens in order that each individual can act as a responsible citizen in a free society.
2. That Kiwanis clubs provide every opportunity possible for their members and the general public to know their elected and appointed officials personally and to understand their function and responsibilities.
3. That Kiwanians, as active informed citizens, vigorously protest any erosion of the system of checks and balances so needed in an effective representative government.
4. That Kiwanis clubs, through appropriate club projects, accept their full role as volunteers in helping to meet the needs of the local community in lieu of a demand for increased government functioning and potential interference in the lives of individuals.
5. That Kiwanians continue to provide the "human touch," which even the most effective and efficient government can never provide.
6. That Kiwanis clubs appropriately recognize those individuals who have provided exceptional public service to the community, the nation and to their fellowmen.

5. Conservation of Life and Health

The incidence of specific health problems reflects in part the distinctive environment, the personal habits and responses, and the general life style of the population.

In every age, innovative action must be taken by professional and lay people in attacking those health problems which are especially a manifestation of the times.

Many serious diseases result from malnutrition and from inadequate basic hygiene and health care.

Many cases of cancer are attributed to cigarette smoke and other air pollutants. A dramatic increase in the use of alcohol, tobacco and other drugs is a common but irrational response to tensions, created by the exceptionally fast pace of contemporary life. Millions unknowingly experience hypertension, a major risk factor in stroke and heart disease.

THEREFORE, BE IT RESOLVED that Kiwanis clubs take the lead by:

1. Implementing and participating in a blood pressure testing program.
2. Originating and participating in projects coordinated by those agencies which provide for the alleviation of world hunger, as well as for primary health care and agricultural education.
3. Encouraging individuals to avail themselves of regular physical examinations.

6. The Battered Child

Evidence indicates that physical and emotional abuse of children by their parents is on the increase. This takes the form of extremes in the exercise of discipline, sexual deviation and destruction of the child's self-image. Furthermore, case histories indicate that there is a disproportionately large number of these parents who were themselves subjected to such abuse as children. Detection and prosecution of such offenses is extremely difficult. The existence of this situation in our society is abhorrent to all Kiwanians.

THEREFORE, BE IT RESOLVED that all Kiwanis clubs extend their programs of service to include:

1. Promoting the early detection and reporting of instances of child abuse through the cooperation of teachers and the general public.
2. Initiating qualified counseling and education of parents to the end that they better understand themselves and their children and learn proper methods of discipline and guidance.
3. Encouraging the general public to cooperate with and support those agencies which seek to shelter the abused child.

7. The Handicapped

Recognizing the need for equal opportunities and freedom for all people, and recognizing that the mentally and physically handicapped have many special problems in their efforts to achieve independence, leaders in our world society must establish programs to provide support and direction for appropriate action.

THEREFORE, BE IT RESOLVED that Kiwanians:

1. Promote programs to aid in the removal of attitudinal barriers that handicapped people now encounter in the areas of employment and social acceptance.
2. Emphasize the need for improved educational opportunities for handicapped people of all ages.
3. Initiate and assist in directing programs for social adjustment for the handicapped.
4. Provide leadership in a program to remove architectural barriers encountered by the handicapped.

8. Worldwide Kiwanis Involvement

Kiwanis clubs are providing community service to an ever-increasing number of countries in the world.

By the same token, it is desirable for all Kiwanians to develop ever-increasing worldwide understanding, interrelationships and goodwill.

THEREFORE, BE IT RESOLVED that Kiwanis clubs and Kiwanians throughout the world:

1. Promote worldwide awareness, understanding, cooperation and goodwill.
2. Improve communications by relating to individuals and clubs throughout the Kiwanis world through the inter-change of information and programs.
3. Utilize the experience and talents of Kiwanians, while traveling, to create international goodwill and understanding through personal relationships.
4. Participate in the first observance of Kiwanis International Goodwill Week, October 24 - 30, 1976, with programs, inter-club activities and individual travel.

KANSAS

Respect for Free Enterprise

WHEREAS, August 22 to August 29, 1976 has been proclaimed as Freedom of Enterprise Week throughout the United States and Canada;

AND WHEREAS, the principles of freedom of enterprise is basic to our economy and provides the chief impetus for its growth and stability;

THEREFORE, BE IT RSOLVED that the Kiwanis Kansas District;

1. Recognizes the need of freedom of enterprise and that a better understanding of freedom of enterprise by the people of United States and Canada would help and preserve and strengthen our economy.
2. That the Kansas District of Kiwanis joins with all other Kiwanis Districts in United States and Canada in support of Freedom of Enterprise Week from August 22 to August 29, 1976.
3. That the District urge citizens of our communities to acquaint themselves with the principles and special opportunities available, and to pledge continuing support of such principles throughout the Kiwanis year.

LOUISIANA-MISSISSIPPI-WEST TENNESSEE

WHEREAS, we the members of the Louisiana-Mississippi-West Tennessee District of Kiwanis International, are concerned about the problem of hunger and starvation in the world, and

WHEREAS, we wish to become directly and meaningfully involved in the fight against hunger and starvation,

NOW, THEREFORE, BE IT RESOLVED, that the members of the Louisiana-Mississippi-West Tennessee District of Kiwanis International do proclaim the week of November 14, 1976, as "Fight Hunger and Starvation Week" and further encourage our clubs to voluntarily fast at the one regularly scheduled weekly meal we would ordinarily enjoy during the Kiwanis meeting of that week, and that the resulting savings (the amount we would otherwise pay for that meal) be forwarded to the District for its Board of Trustees to distribute to such organizations as said Board of Trustees shall deem best to alleviate and solve the problems of hunger and starvation.

WHEREAS, the representatives of Keywanettes and the Builders Clubs have so ably and forcefully demonstrated to Kiwanians here assembled in this 58th Annual Convention, the great need for the Keywanettes and Builders Clubs programs and the opportunity that these programs afford Kiwanians to serve the youth of our community.

BE IT THEREFORE RESOLVED, that all Kiwanians here present rededicate ourselves to the cause of lending our support and encouragement in every possible way to the Keywanettes and Builders Clubs activities within our district in Kiwanis International.

WHEREAS, the rights and privileges of free men cannot be preserved without order, and order can be maintained only by strict adherence to the whole body of law,

WHEREAS, the steady increase in criminal activity, the unjustified attacks upon those charged with law enforcement, and the diminution of respect for the law by many of our citizens all serve as indications that the rule of law is endangered, and

WHEREAS, nowhere is this more evident than in the words and actions of some organizations, seemingly intent upon the destruction of our free way of life.

THEREFORE, BE IT RESOLVED, that the Louisiana-Mississippi-West Tennessee District of Kiwanis International, in convention assembled at Biloxi, Mississippi, on this the 15th day of August, 1976, affirm its support of the rule of law in our society, urging all Kiwanians within our district to set examples within each community as law-abiding citizens.

BE IT FURTHER RESOLVED, that each Kiwanis Club within our district give assurance to our law enforcement officials, of our complete and wholehearted support, offering them our cooperation and assistance in their battle against crime and lawlessness and recognizing those who most effectively carry out their responsibilities.

BE IT FURTHER RESOLVED, that we, as Kiwanians, make a dedicated effort to become involved in the preservation of law and order within our communities, educating our citizens, particularly our youth, in the importance of the fundamental requirement of the rule of law in an orderly society.

NEW ENGLAND

Worldwide Kiwanis Involvement

Kiwanis Clubs are providing community service to an ever-increasing number of countries in the world.

By the same token, it is desirable for all Kiwanians to develop ever-increasing worldwide understanding, interrelationships and goodwill.

THEREFORE, BE IT RESOLVED that Kiwanis Clubs and Kiwanians throughout the world:

1. Promote worldwide awareness, understanding, cooperation and goodwill.
2. Improve communications by relating to individuals and clubs throughout the Kiwanis world through the interchange of information and programs.
3. Utilize the experience and talents of Kiwanians, while traveling, to create international goodwill and understanding through personal relationships.
4. Participate in the first observance of Kiwanis International Goodwill Week, October 24-30, 1976, with programs, inter-club activities and individual travel.

NEW JERSEY

WHEREAS, the New Jersey District of Kiwanis International is aware of the special problems of the hemophiliacs in the state of New Jersey;

WHEREAS, there has been established a Hemophiliac Association of North Jersey Blood Donor Program; now therefore,

BE IT RESOLVED, that the New Jersey District of Kiwanis International hereby go on record to encourage its members and clubs to support said blood donor program for New Jersey residents.

OHIO

A resolution is a formal expression of the will and intent of an official assembled body. The International and District Committees on Resolutions have worked diligently to prepare a statement on these intentions for the coming year.

Just as these resolutions were conceived and developed with the aid and assistance of the world of Kiwanis Clubs, it is to this world of Kiwanis that we now turn to see the fruition of these goals. It is for you, representing your clubs and district, to approve and act on the resolutions set before you.

Heritage of Independence

WHEREAS, the struggle for our Independence was just begun by July 4, 1776, and the courage and sacrifice of our forefathers continued for many years beyond that date, and

WHEREAS, the men and women who have strived to keep the American dream open and untarnished to all, have often been forced to give their lives in its name, and

WHEREAS, the rights and ideals to which the patriots, dedicated themselves are worthy of the aspirations of all people of all times, and

WHEREAS, the Independence celebrated this past July must be supported on a daily basis throughout each life.

THEREFORE, BE IT RESOLVED, that as Americans, as Kiwanians, we each act out in our lives our belief in one nation, under God, indivisible, with liberty and justice for all,

That as Americans, we not forget the heritage brought forth during this Bicentennial Year of celebration, but hold it close and treasure it in the 201st, 202nd, 203rd.....and the 2000th year of our Country!

Exercise the Right to Vote

WHEREAS, the right to vote for candidates of our choice is the most precious of all of our rights in the maintenance of a democratic system, and

WHEREAS, the Ohio electors have a powerful voice in the Electoral College, and

WHEREAS, 1976 is a year of presidential election as well as local, state, and other national elections.

THEREFORE, BE IT RESOLVED, that every Kiwanian and voting age member of Kiwanis families exercise his right to vote.

That Kiwanians aid all those who wish to vote, but have difficulty in reaching the polling places.

That Kiwanians urge all citizens to take part in the elections and make sincere efforts to help voters be informed on ALL candidates and issues.

Free Enterprise

WHEREAS, the positive attitudes and measures of individuals throughout our country have turned the tide on the worst of the economic recession of last year, and

WHEREAS, the economy still shows room for improvement in many major areas of work.

THEREFORE, BE IT RESOLVED, that we continue our positive support of free enterprise and voice our confidence in our country's ability to rise above temporary set-backs by the greatness of our reserves of talent, resources, and spirit.

Encouragement of youth

WHEREAS, the intelligence and perseverance of our countrymen have enabled us to extend our senses and our knowledge even onto the surface of Mars.

THEREFORE, BE IT RESOLVED, that Kiwanians encourage our youth to seek beyond our daily horizons and explore the questions of tomorrow with a balanced, but ever curious mind.

TEXAS-OKLAHOMA

WHEREAS, Kiwanis International has recognized that violation of rights of persons and property is a serious problem in the world today, and has adopted as its Major Emphasis Program for 1976-77, "Safeguard Against Crime;" and

WHEREAS, THE USE OR ABUSE OF DRUGS and alcohol constitute the greatest contributing factor to automobile accidents across this great continent; and

WHEREAS, the public may be made more intensely aware of the criminal nature of driving while intoxicated, and the urgency of rehabilitating offenders, and preventing repeated instances of driving while intoxicated through a program of education and implementation of this Major Emphasis Program,

NOW THEREFORE, LET IT BE RESOLVED that the Texas-Oklahoma District of Kiwanis International, in its 58th Annual Convention, give its greatest endorsement and support to the Major Emphasis Program and encourage its membership to support, individually and as Kiwanis Clubs across this District, education and rehabilitation to eradicate the drinking driver, and thus Safeguard Against Crime.

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

January 29 - February 2, 1977

Date of Committee Meeting: January 30, 1977

Place of Committee Meeting: General Office

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

Club Charter Presentation

Action of the Board at its September 29 - October 3, 1976 meeting requested this committee to present a recommendation on who should represent a governor in his absence on the occasion of the presentation of a charter to a new club. The committee concurs that the presentation of a charter should be made by the governor on behalf of Kiwanis International and further believes that the district officer presenting the charter in case the governor cannot make the presentation should not be a lieutenant governor as is contained in present Policies, but should be the immediate past governor, the governor-elect or a past governor.

Recommendation #1:

The committee recommends that the second sentence of paragraph 6 on page C3 of Policies be changed to read:
"If the district governor is unable to present such charter, then the immediate past governor, or if he is not available, then the governor-elect, or if he is not available, then a past governor shall be requested to present such charter."

I move that recommendation 1 be adopted that it be referred to the Board Committee on Laws and Policies for insertion into Policies.

(Adopted)

Criteria for Establishing an Overseas District

Action of the Board at the September 29 - October 3, 1976 Board meeting requested this committee to establish criteria for the creation of a new overseas district. The committee believes that there should be stated in Policies a limited number of clubs but recognizes that each application for a district must be evaluated on its own merit. Therefore, there should be a provision in Policies allowing the Board to act on an application for a district where circumstances would indicate that a new district should be formed with less than a minimum number of clubs.

Recommendation #2:

The committee recommends that paragraph M 1 (c) page D7 of Policies be changed to read: "District. When deemed appropriate the Kiwanis International Board may grant authority for a group of not less than ten Kiwanis clubs having compatible geographical and custom interests to organize a district subject to the provisions of Article VI of the Constitution of Kiwanis International, except that under unusual circumstances the Board may create a district with less clubs than the number stated herein. "

I move that recommendation 2 be adopted and that it be referred to the Board Committee on Laws and Policies for insertion into Policies.

(Adopted)

Distinguished Governors for the 1975-76 Administrative Year

The committee reviewed the report listing the 1975-76 governors who meet the criteria for Distinguished Governor and makes the following recommendation:

Recommendation #3:

The committee recommends that the following men be recognized as Distinguished Governors for the 1975-76 administrative year with the announcement to be made by the president and the immediate past president as soon as possible.

Thad D. Farr	Alabama
Mort Freedman	California-Nevada-Hawaii
LeRoy Shulman	Capital
Ralph O. Howard	Carolinas
Allen M. Duffield	Eastern Canada & the Caribbean
William A. "Bill" Thacher	Florida
Glenn A. Claybaugh, Ph.D.	Indiana
Carroll Wray	Kansas
John E. Ritter	Louisiana-Mississippi-West Tenn.
Anthony M. Mettler	Michigan
Paul C. Sandal	Minnesota-Dakotas
Donald R. Hevel, Sr.	Missouri-Arkansas
Walter F. Morrison	Nebraska-Iowa
Robert E. Colony	Rocky Mountain
Marcus M. Marble, M.D.	Southwest
Earl Walker	Texas-Oklahoma

I move that recommendation 3 be adopted.

(Adopted)

Report of the 1977-78 Committee on Administration

The report of the 1977-78 International Committee on Administration, attached as Exhibit A, was reviewed. The 1977-78 Committee on Administration is to be highly commended for its excellent report.

Since several of the items contained in Exhibit A are in areas of other Board Committees, it is recommended that the following items in Exhibit A be referred as follows:

Recommendation #4:

The committee recommends that the following items in the report of the Committee on Administration, Exhibit A, be referred as follows: Item I to the Board Committee on Leadership and Council; Item VII A to the Board Committee on Leadership and Council; and Item VII B to the Board Committee on Public Relations.

I move that recommendation 4 be adopted.

(Adopted)

In Item II of Exhibit A the committee concurs with the recommendation that it would be advisable to have a separate section in the Official Monthly Report of a club for the reporting on Major Emphasis Program activities. Having a separate section in the Official Monthly Report for the Major Emphasis Program would simplify reporting procedures upon the part of the club and would stimulate greater participation in the Major Emphasis Program.

Recommendation #5:

The committee recommends that there be a separate section in the Official Monthly Report form for reporting on the Major Emphasis Program activities of a club.

I move that recommendation 5 be adopted.

(Adopted)

In Item III of Exhibit A the committee concurs with the recommendation that attendance rule 3j should be in harmony with other rules on attendance make-up to include the period of six days immediately prior to or following the given month.

Recommendation #6:

The committee recommends that attendance rule 3j be amended to read: "When he participates in a planned Kiwanis club service project during the calendar month in which the absence occurs, or within six (6) days immediately prior to or following that month. Not more than one credit by participating in such a service project

shall be permitted during any one month. "

I move that recommendation 6 be adopted.

(Adopted)

Item IV of Exhibit A contains recommendations concerning the Annual Club Report. The committee wishes to retain these recommendations pending a review of these recommendations upon the part of the current Committee on Achievement.

In Item V of Exhibit A, the committee concurs with the recommendation that the time period for the division conference to elect lieutenant governors should be changed so that the latest date of the conference would be a month earlier than the present time of not later than the second week in May. It was reported to the committee that the governors in the regional conferences recently held, have also recommended such a change. This allows lieutenant governors-designate to have more time to make arrangements for attending the International Convention.

Recommendation #7:

The committee recommends that the Board present an amendment in Dallas to Article V, Section 3, of the Bylaws of Kiwanis International to amend the second sentence of Section 3 to read: "The lieutenant governor shall be elected at a meeting of representatives of the club in their respective divisions, called expressly for this purpose, and held no later than the second week in April as provided in the District Bylaws."

I move that recommendation 7 be adopted, and referred to Laws and Policies to prepare the necessary amendment.

(Adopted)

The committee does not concur with the suggestion made in Item VI of Exhibit A on amending the Standard Form for Club Bylaws to suggest who should be delegates to an International or District convention.

In Item VIII of Exhibit A there is a recommendation that a bulletin be prepared listing ways and means of supplementing the club administrative fund. The committee was advised that the staff had started preparation of such a bulletin even prior to the meeting of the 1977-78 Committee on Administration. Information on supplementing club administrative funds will soon be ready for publication in a separate club service bulletin including dissemination of this information in the Bulletin for Kiwanis Officers.

Item IX A of Exhibit A recommends that Article XIV on Public Activities in the Standard Form for Club Bylaws should be revised in order to be more explicit on what clubs should and should not do relative to giving expression to matters

of public importance and proposed legislation. The committee desires to retain this recommendation for further study.

Item IX B recommends that the Standard Form for Club Bylaws should specifically state what constitutes a quorum for a meeting of the club board of directors. The committee concurs and submits the following recommendation.

Recommendation #8:

The committee recommends that Article VII of the Standard Form for Club Bylaws be amended by creating a new Section 6, which would read: "A quorum of the Board of Directors shall be a majority."

I move that recommendation 8 be adopted and referred to the Board Committee on Laws and Policies for implementation.

(Adopted)

In Item IX C attention is called to the fact that Section 5 of Article VII of the Standard Form for Club Bylaws is deficient in that it only provides that the president may call a meeting of the Board of Directors. Members of the Board of Directors should have the right to call a meeting of the Board of Directors when such would be deemed necessary.

Recommendation #9:

The committee recommends that the first sentence of Article VII Section 5, of the Standard Form for Club Bylaws be amended to read: "The Board of Directors shall meet regularly at least once each month and at the call of the president, or by call of a majority of the board of directors."

I move that recommendation 9 be adopted and referred to the Board Committee on Laws and Policies for implementation.

(Adopted)

In Item IX D of Exhibit A, there is the recommendation that the note following Article XV, Section 2, of the Standard Form for Club Bylaws should be revised to recommend consideration of a greater amount for the annual club dues. The committee concurs in the recommendation that the amount suggested for annual club dues should be greater than the \$24.00 suggested in the current Standard Form for Club Bylaws, but suggests that only one amount should be stated so, therefore, makes the following recommendation.

Recommendation #10:

The committee recommends that the note following Article XV, Section 2, of the Standard Form for Club Bylaws be amended to read: " Note - the amount should not be less than \$36.00."

I move that recommendation 10 be adopted.

(Adopted)

In Item X, the 1977-78 Committee on Administration asks for recommendations by the Board on areas for continuing study upon the part of that committee.

Recommendation #11:

The committee recommends that the 1977-78 Committee on Administration give its attention to the following areas of research: The feasibility of an annual district governors report and the problems related to clubs meeting less than weekly.

I move that recommendation 11 be adopted.

(Adopted)

Perfect Attendance Regulations

The committee reviewed a request that perfect attendance recognition be given if a member has earned 52 attendance credits during a period of 12 months irrespective of whether or not these attendance credits were secured during the time-limitations outlined in the ways of earning attendance credit in the Official Attendance Rules. The Committee recognizes that there are time limitations because of the need to record attendance and make-ups in the Official Monthly Report. It further believes that clubs will undoubtedly on their own recognize perfect attendance if the individual makes the effort to have 12 consecutive months of perfect attendance regardless of the time limitations and so really no change in the regulations on perfect attendance is needed.

Nebraska-Iowa Request for a 1978 Spring District Convention

Previously this Board has given approval to the Nebraska-Iowa District to conduct a 1976 and a 1977 spring district convention as a pilot project. The Nebraska-Iowa District requests the permission to hold a third spring district convention in 1978. This request must obviously come at this time as it is necessary to make commitments and arrangements for future district conventions at the earliest possible time. With respect to this request, the committee makes the following recommendation:

Recommendation #12:

The committee recommends that the Nebraska-Iowa District request to hold a 1978 spring convention be approved but such approval is not to be construed as approval for any other future district conventions.

I move that recommendation 12 be adopted.

(Adopted. See summary of Minutes for amendment)

Respectfully submitted,

Ralph C. Keyes

Ernest Sturch, Jr.

Hilmar L. Solberg, Chairman

REPORT OF THE COMMITTEE ON ADMINISTRATIONJanuary 13-14, 1977

It is my pleasure to present the report of the Committee on Administration, and first I want to express sincere appreciation to all who participated in the deliberations of the committee.

The participants in the conference in addition to the chairmen were:

William A. Thacher
John Cook
Anthony M. Mettler
Melvin S. Gantt

John E. Ritter
Mort Freedman
Darrell Coover

The committee appreciates and recognizes the assistance of the following members of the staff:

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

Richard A. Misch
Robert M. Detloff
John L. McGehee

The committee enthusiastically accepted the challenge to investigate, research, and recommend to the Board of Trustees programs and procedures providing for the effective administrative functioning of local clubs. The two business sessions generated stimulating discussion in many areas of club administration. The intensive discussion resulted in the following recommendations to the Board of Trustees:

- I. In the area of Leadership Training the committee recommends:
 - A. That a portion of the Forum on Administrative Techniques at the Dallas Convention be on "club evaluation" with reference to total club administration for the Club President-designate.
 - B. That the importance of "club evaluation" be stressed in the Leadership Education of the Lieutenant Governor-designate and in the Leadership Education of the Club President-designate.
 - C. The development of a slide presentation on the "Responsibilities of the Lieutenant Governor designate." This visual aid would be similar in concept to the slide presentation on the "Responsibilities of the Club President-designate."
 - D. That at the Leadership Education Training Conference for Governors-elect that there be time on the Agenda for small group (round table) discussions with the faculty.
 - E. That all levels of Kiwanis Administration be encouraged to promote the utilization of young members in Kiwanis leadership and to encourage the limitation of terms in office at all levels of Kiwanis Administration.

II. In the area of the Major Emphasis Program the committee recommends:

That there be a separate section on the club "Official Monthly Report" for reporting the Major Emphasis Program activities of a club.

III. In the Official Attendance Rules the committee recommends:

That item 3j of the Official Attendance Rules be changed from the current wording of:

"When he participates in a planned Kiwanis club service project during the calendar month in which the absence occurs. Not more than one credit by participating in such a service project shall be permitted during any one month."

to

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

IV. With reference to the "Annual Club Report" the committee recommends:

- A. That Part I (statistical information) of the Annual Club Report be a required report filed by the club secretary and that Part II of the Annual Club Report be an optional report filed by the club president.
- B. That Part II in the Multiple Section of the Annual Club Report be changed from a maximum of ten (10) projects that may be reported to an unlimited number of projects that may be reported.

V. In the matter of the election of the Lieutenant Governor-designate the committee recommends:

That the date (no earlier than the first week in April and no later than the second week in May) for the election of the Lieutenant Governor-designate be changed to an earlier date.

VI. In the area of Delegates to International and District Conventions the committee recommends:

That a footnote be added to the Standard Form for Club Bylaws (Article XII, Section 4) suggesting that the delegates to the International Convention should be the President-designate and the Secretary, and to the District Convention the delegates should be the President, President-designate and the Secretary.

VII. In the area of Public Relations the committee recommends:

- A. That emphasis should be put on Public Relations in all levels of Kiwanis Leadership Training.
- B. That there be an International Annual Report Day and that on this day the Kiwanis Club would publicize a report of its activities in the local community.

VIII. In the area of the administrative funds of a club the committee recommends:

That a bulletin be prepared listing ways and means of supplementing the club administrative fund.

IX. In the Standard Form for Club Bylaws the committee recommends:

- A. That in Article XIV "Public Activities", sections 1 and 2, should be reworded and strengthened and sections 3 and 4 eliminated.
- B. That a footnote be added to Article VII stating that a simple majority of the Board of Directors constitutes a quorum.
- C. That Article VII, section 5 be changed from the present wording

"The Board of Directors shall meet regularly at least once each month and at the call of the President. At the discretion of the Board, the committee chairmen shall meet with the Board of Directors in joint session."

to

"The Board of Directors shall meet regularly at least once each month and at the call of the President, or by call of a simple majority of the Board of Directors. At the discretion of the Board, the committee chairmen shall meet with the Board of Directors in joint session."

- D. That a note in Article XV, Section 2 be changed from its present wording

"Note--The amount should not be less than \$24.00. A minimum of \$30.00 is strongly urged."

to

"Note--The amount should not be less than \$30.00. A minimum of \$40.00 is strongly urged."

- X. The Administrative Group Committee, after full discussions, recommends the following areas to be considered as matters for further study, by the 1977-78 Committee on Administration, as directed by the Board of Trustees:
- A. That a study be made to determine if a unified District Ranking Plan could be developed, at least in the administrative areas.
 - B. A study be made to the feasibility of an Annual District Governor's Report that would be an evaluation of the district and would include comments and suggestions on Leadership Training and materials for the District Governor.
 - C. The committee recognizes the continuing problem of clubs meeting less than weekly and, therefore, the committee recognizes the need for continuous study.

Respectively submitted,

EARL M. ROBERTSON, Chairman
1977-78 Committee on
Administration

REPORT OF BOARD COMMITTEE ON CIRCLE KTO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEESJanuary 29-February 2, 1977

Date of Committee Meeting: January 30, 1977

Place of Committee Meeting: General Office

Present: Members - Jack P. Delf, C.E. "Pete" Thurston, Jr.

Chairman - Paul Chandler

Staff Members - Carl R. Pounds, William H. Jepson, L. A. Hapgood

Other: Howard Hendrick, President, Circle K International

The Committee noted the progress and growth of Circle K International and commended the 1976-77 Circle K International Board of Officers for their hard work and continued dedication to meet the goals of the organization. The Committee noted that the membership of Circle K International is ten percent higher than January 22, 1976; that the number of active Circle K clubs (568) has reached a six-year high, and that the percentage of inactive clubs has decreased from 17 percent to 10 percent since January 22, 1976. Comparative statistics for a six year period ending January 22, 1977 is attached as Exhibit A.

The Committee particularly noted the emergence of a "Circle K spirit" throughout the entire structure of Circle K International. As evidence of such a spirit, the Committee cited: (a) The University of Minnesota Circle K Club's \$22,000 fund-raising dance marathon for Muscular Dystrophy; (b) The Texas-Oklahoma Circle K District's planned August 1977 Bathtub Push from Dallas to the Circle K International Convention in Kansas City (to raise \$10,000 for Muscular Dystrophy); (c) The accomplishment of the Montana District in establishing a Circle K Club at every college or university in that state; and (d) The recent Circle K charter petition for Philander Smith College (Little Rock, Arkansas) listing 61 charter members. The members of the Committee agreed that the recent success of Circle K is due, to a large extent, to greater cooperation and mutual understanding between Circle K and its sponsoring Kiwanis clubs and Kiwanis districts. To support the recent upward trend of Circle K and to insure its continued growth in spirit, the Committee urges members of the Kiwanis International Board to actively promote Circle K in their district counseling assignments.

Howard Hendrick, President of Circle K International, was introduced. Hendrick quickly reviewed highlights of Circle K International's accomplishments to date, and indicated the interest of the Circle K International Board in the proposal to expand the size of the Circle K International Board.

The Committee reviewed a report on the very worthwhile October 1976 Circle K International Leadership Training Conference. The Committee noted that 65 Circle K International and District leaders attended the Chicago conference and commended the Kiwanis International Foundation for its generous sponsorship. The Committee agreed that the conference was most successful and that it should be continued.

The Committee reviewed the recommendation from the Circle K International Board to revoke Circle K charters at the institutions listed below. The status of clubs at these universities has been thoroughly researched and letters stating the desire to discontinue sponsorship have been received from the sponsoring Kiwanis club.

Recommendation #1:

The Committee recommends that Circle K charters at the following institutions be revoked:

<u>Name of Institution</u>	<u>Name of Kiwanis Sponsor</u>
Bradley University, Ill.	Southwest Peoria
Grand Canyon College, Ariz.	Camelback Phoenix
Inver Hills Junior College, Minn.	West St. Paul
Northeast Oklahoma Univ., Ok.	Tahlequah & Tahlequah, Tsa-La-Gi
Onondaga Community College, N.Y.	Solvay-Geddes
Plymouth State College, N.H.	Laconia
St. Joseph's Hospital School of Nursing, Pa.	Carbondale
Shasta College, Calif.	Redding
University of Michigan, Mich.	Ann Arbor

I move that recommendation 1 be adopted.

(adopted)

The Committee reviewed the new two-year theme, "Embrace Humanity," which describes the 1977-78 and 1978-79 objectives of Circle K International. With your help, we intend to keep this new theme under wraps until the Circle K International convention in Kansas City. Under the theme "Embrace Humanity," Circle K International will focus on:

- (1) enriching human life through association with the lonely
- (2) sustaining human life through health projects
- (3) saving human life through public safety
- (4) assuring the continuity of human life through the protection of natural resources
- (5) recognizing a human life dedicated to serving mankind

The Committee congratulates the Circle K International Board for their creativity in the establishment of their theme and objectives. The theme and objectives will be publicly announced at the August 1977 Circle K International Convention in Kansas City.

Recommendation #2:

The Committee recommends that the new two-year theme, "Embrace Humanity," which describes the 1977-78 and 1978-79 objectives of Circle K International, be approved.

I move that recommendation 2 be adopted.

(adopted)

The Committee reviewed three new Circle K International award presentations approved by the Circle K International Board:

- (a) The Jay N. Emerson Distinguished Lieutenant Governor Award - recognizing outstanding service of Circle K International Lieutenant Governors;
- (b) The Circle K International President's Award - recognizing outstanding service by a member of the Circle K International Board;
- (c) The Circle K International Humanitarian Award - recognizing the humanitarian service of an individual outside Circle K International.

Appropriate criteria have been established for these awards.

Recommendation #3:

The Committee recommends the approval of the establishment of the Jay N. Emerson Distinguished Lieutenant Governor Award, the Circle K International President's Award, and the Circle K International Humanitarian Award.

I move that recommendation 3 be adopted.

(adopted)

The Committee reviewed a proposal from the Circle K International Board to expand the size of the Circle K International Board of Officers. At present the Circle K International Board consists of:

- a) six vice-presidents (each counseling five districts)
- b) one secretary
- c) one president

The proposal recommended that the Circle K International Board consist of:

- a) nine vice-presidents (each counseling three districts)
- b) one secretary (counseling three districts)
- c) one president

In reviewing the proposal, the Committee discussed the financial obligations that would necessarily result from such an expansion. The Committee reviewed a financial breakdown on the cost of expansion and agreed that the total cost for expanding the Circle K International Board by three members would amount to \$2,400 or \$800 per each additional member. The following represents a breakdown of the additional costs. It was compiled with the assistance of Kiwanis International Comptroller Thomas W. Fitzgerald upon actual expenses for the 1975-76 administrative year.

Expenses for each Vice-President

Stationery and supplies	\$163.00
Postage	75.00
Telephone & telegraph (est.)	10.00
Circle K International Board	<u>552.00</u>
Meetings	
Total Cost for the addition of One Vice-President	\$800.00

In order to be self-sustaining, it would require that each of the Circle K International counselors show a net increase of two clubs each in the districts they counsel to cover the additional cost required for expansion. This rationale follows:

10 counseling board members x 2 new clubs = 20 clubs
20 clubs x \$120 Sponsorship Fee = \$2,400
\$2,400 ÷ 3 additional counseling members = \$800 each

Based on the collection of Sponsorship Fees for the year to date, the strength of active clubs for the current year as shown on Exhibit A, it is the considered opinion of this Committee that the above funding can be supported within the framework of a budget such as the current year's budget.

Attached as Exhibits B and C are other points the Committee reviewed in discussing the proposal. In view of the current trend of Circle K International (referred to earlier in this report), and in considering the information above and attached to this report:

Recommendation #4:

The Committee recommends that the Circle K International Board of Officers be expanded to include: nine vice-presidents (each to counsel three districts), one secretary (to counsel three districts) and one president, this new structure to be effective at the conclusion of the 1977 Circle K International convention.

I move that recommendation 4 be adopted.

(adopted)

In requesting the adoption of recommendation #4, the Committee realizes that the Circle K International Constitution will need to be amended. The Circle K International Board of Officers has passed such an amendment. The Circle K International Board has requested the Board Committee to consider the amendment of Article V, Section 1 of the Circle K International Constitution which now reads:

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

to be amended to read:

The officers of this organization shall be a President, a Secretary, and nine (9) Vice-presidents. Each officer shall be an active member in good standing of a member club during his term of office. No officer of this organization shall serve concurrently in an office of a member club or district within this organization.

Recommendation #5:

The Committee recommends that ARTICLE V, Section 1 of the Constitution and Bylaws of Circle K International be amended to reflect the expansion of the Circle K International Board to nine Vice-presidents and that other sections of the Constitution and Bylaws of Circle K International be made compatible with this action.

I move that recommendation 5 be adopted.

(adopted)

The Committee also reviewed the request of the Circle K International Board to consider the following amendments to the Constitution and Bylaws of Circle K International. The amendments have been approved by the Circle K International Board of Officers.

ARTICLE IV, Section 3 (first paragraph)

To read: (new wording underlined)

The Officers of a district shall be a Governor, Secretary-Treasurer and such Lieutenant Governors as deemed essential by the Circle K and Kiwanis District Board of Trustees, with approval of the Circle K International Board of Officers. A district may petition the Circle K International Board, providing they have the approval of the Kiwanis District Board, to allow the separation of Secretary-Treasurer into the office of District Secretary and District Treasurer. Such petition shall define the duties for each officer and the reasons for such division. The officers of a district may include a district editor if deemed essential by the Circle K District and Kiwanis District Board of Trustees, with approval of the Circle K International Board.

ARTICLE IV, Section 4 (first paragraph)

To read: (new wording underlined)

The Governor, Secretary-Treasurer, and the Lieutenant Governors as approved shall be elected at the annual district convention. The basis for eligibility nomination and election shall be their demonstration of leadership ability. The District Editor may be elected or appointed as prescribed in the bylaws of the district.

Recommendation #6:

The Committee recommends that ARTICLE IV, Section 3 and ARTICLE IV, Section 4 of the Constitution and Bylaws of Circle K International be amended as submitted.

I move that recommendation 6 be adopted.

(adopted)

The Committee reviewed a letter from Carroll Wray, Immediate Past Governor, Kansas Kiwanis District. The letter points out the important role Kiwanis-accredited Field Service men play in organizing new Kiwanis clubs, and further states the attrition rate of newly formed Circle K clubs may be reduced if Field Service men became involved in the organization of new Circle K clubs. The Committee feels the suggestions offered by Carroll Wray have merit, but, considering the current restrictions of the Circle K International budget, the Committee has decided to retain the matter for further study.

The Committee reviewed a letter from Manuel Laureano, Florida District Circle K Lieutenant Governor. Laureano expressed his interest to extend Circle K charters to clubs in Puerto Rico. At the present time, there are no Circle K clubs in Puerto Rico. However, Laureano believes there are definite prospects in at least two Puerto Rican universities. The letter spurred a discussion on the situation of extending Circle K charters overseas. The discussion included talk on the administration of overseas Circle K clubs, the concept of oversea Circle K clubs, and the current Kiwanis Board Policy on overseas Circle K clubs. A recommendation to extend Circle K charters to colleges and universities outside the U.S. and Canada has been retained by the Committee for further study. An appropriate reply is being made to the Laureano letter.

In addition, the Committee reviewed the Circle K International budget and found it to be in order. The Committee does not anticipate the budget to exceed appropriations.

Respectfully submitted,

JACK P. DELF

C. E. "PETE" THURSTON

PAUL CHANDLER, Chairman

EXHIBIT A

CIRCLE K INTERNATIONAL COMPARATIVE STATISTICS AS OF JANUARY 22

Year	Total Clubs	Total Active	New Clubs To Date	Sponsorship Fees Received to Date	Total Sponsorship Fees Received for the Year
1971-72	722	554	20	\$18,975	\$32,347.00
1972-73	672	558	4	\$18,800	\$47,849.00
1973-74	651	555	26	\$30,000	\$47,995.00
1974-75	656	561	27	\$36,700	\$49,150.00
1975-76	651	542	15	\$31,900	\$48,015.00
1976-77	623	568	22	\$42,000	

II. ORGANIZATIONAL RATIONALE

A. SHORT RANGE BENEFITS TO CIRCLE K INTERNATIONAL

1. An immediate reduction of the stress factor attained in all facets of the job.
2. Increase in the quantity and quality of services to each counselled district and its clubs.
3. Extension of the opportunity for leadership development provided all International Officers.
4. Increase in the number of qualified and talented persons willing and able to run for International Office.
5. Growth in the numbers of Circle K Clubs will increase International revenues without a corresponding increase in International costs, since a great majority of the budget items are fixed. Growth of clubs will happen two ways - indirectly, because of the greater counselling concentration on District Officers, and directly because of greater time for personal involvement by the V-P.
6. With an increased number of International Counsellors, there will be fewer district convention date conflicts. In the past, such conflicts have necessitated additional travel by the President and/or Administrator.

B. LONG RANGE BENEFITS TO CIRCLE K INTERNATIONAL

1. Greater strength in larger size.
2. Greater long-run growth, enabling us to cope with the ever increasing demands for personal service.
3. Broader geographical representation on the International Board.

C. BENEFITS TO THE K-FAMILY

1. More time and opportunity for an International Officer to interact with the International, District, and Local Officers of both Kiwanis and Key Club, to the benefit of all three organizations.
2. Greater growth of the Circle K organization will mean increased K-Family interaction on District and Local levels. Circle K has always been the smaller of the three main organizations in the K-Family, and simple growth in its size, which Board expansion will definitely contribute to, should be beneficial to all concerned.


CIRCLE K INTERNATIONAL

KIWANIS INTERNATIONAL BUILDING, 101 EAST ERIE STREET, CHICAGO, ILLINOIS 60611
 AREA CODE 312, 943-2300

PROPOSAL FOR EXPANSION
 OF THE
 CIRCLE K INTERNATIONAL
 BOARD OF OFFICERS

The Circle K International Board of Officers, having thoroughly researched the matter of expanding the size of the Circle K International Board, recommends the expansion of the Circle K International Board to include:

One President

One Secretary

and Nine Vice-presidents.

Howard Hendrick, Pres.
John A. Martin, Sec'y
Lillian Ames, V.P.
Harry E. Baile, V.-P.
Bence A. Gagnon, V.-P.
Louie H. Saly, V.P.
Carl D. Brown, (V. P.)
Louie J. Arnold, V.P.

REPORT OF BOARD COMMITTEE ON CONVENTION
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
January 29-February 2, 1977

Date of Committee Meeting: January 31, 1977

Place of Committee Meeting: General Office

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

Toronto Convention - 1979

A brief review of the tentative plans for the 1979 convention indicated everything to be in order at this time. The Committee will continue to review various aspects of the planning for the Toronto Convention.

Miami Beach Convention - 1978

The Committee was briefed on the status of the planning for the 1978 convention. Arrangements for the convention are proceeding satisfactorily. It was reported that the Miami Beach Tourist Development Authority has arranged a subsidy system by which the convention hall will be a rent-free item to Kiwanis International.

Possibilities for the Official Family hotel were discussed, and a decision relative to this matter will be forthcoming. The 1978 Convention Planning Conference will be held on July 29-31, 1977 in the hotel selected.

Dallas Convention - 1977

The Committee reviewed in detail the plans for the Dallas Convention. The Convention Manager has just returned from a planning trip to Dallas. During this visit the details of housing, convention hall arrangements, and other necessary items were formalized. Also, the Convention Manager and the Board Committee Chairman spent a full day in individual conferences with most of the Host Committee Chairmen. This was a fruitful visit, with a similar set of conferences planned in March. The following represents the status of planning in some of the major areas for the Dallas Convention.

1. Convention Hall Utilization

Marvin Himmel reviewed plans for the Arena setup for the convention sessions. He also outlined the plans for audio-visual presentations and staging arrangements. The Committee was pleased with the report.

The Committee reviewed the floor plan of the exhibit hall which is adjacent to the Arena where convention sessions will be held. The exhibit hall has ample space for registration, supplies booth, exhibits and other booths, Meetin' House, and will also feature a restaurant serving snacks and sandwiches.

The Committee reviewed various means of defraying the cost of providing space for exhibits. It was decided that Kiwanis International would provide the space, including pipe and drape for the booths, and that any furnishings within the booth should be rented through the decorator by the individual exhibitors, providing a substantial savings to Kiwanis International.

The Committee reviewed the proposed 1976-77 convention budget and found it to be realistic in terms of anticipated income and expenses.

The Committee reviewed a request for a separate booth for Keywanettes and suggested that such material or promotional items should be a part of the Youth Services Booth, if felt appropriate by those responsible for that booth.

A request to display and sell souvenirs of the Dallas area in the exhibit area was discussed. The Committee reaffirmed previous convention procedures which provide for sale of items only through the Supplies Booth operated by Kiwanis International.

Opening and closing times for the exhibit and Meetin' House areas was discussed. It was agreed that these areas should open at least one hour in advance of each morning session, providing the opportunity for Kiwanians to avail themselves of the restaurant area for a light breakfast. Also, this area will remain open on Monday evening until one-half hour prior to the special Monday evening show.

2. Youth Tours

The Monday Youth Tour will be to Ranchland at a cost of \$8.50, including transportation and lunch. The day's activities at Ranchland will conclude at 2:30 P.M., making it possible for the buses to arrive back at the Convention Center one-half hour after the break of the Ladies Program.

The Tuesday Youth Tour will be to Six Flags at a cost of \$8.50, including transportation and lunch. The ticket price includes \$1.50 in scrip to be used for purchasing lunch.

3. Complimentary Accommodations for District Governors

After a careful review of complimentary rooms available in Dallas, the Committee finds that complimentary accommodations will continue to be available only for District Governors. The Committee reviewed and accepted the suggestions of the Host Committee that complimentary cars not be furnished.

4. Monday Evening Show

Various possibilities for the featured entertainment for the optional Monday evening show were discussed with Marvin Himmel. It is expected that the contract for this will be finalized within the next few days and the price has been set at \$5.50 per ticket. Transportation will be provided, following the conclusion of the show, back to the hotels. Providing transportation to the show was deemed not to be feasible due to scattering of individuals throughout Dallas for dinner prior to the show.

5. Prayer Breakfast

The Kiwanis Club of Dallas has finalized plans for the Prayer Breakfast which will be held in the Dallas Hilton on Wednesday morning. The speaker will be Miss Rebecca Ann Reid, Miss Teenage America for 1977. Shuttle buses will run their regular schedule on Wednesday morning as has been the procedure for past conventions. Transportation to the Prayer Breakfast will be up to the individual, since the probable starting time for the breakfast is 7:00 A.M.

Those arranging for the Prayer Breakfast have been informed of the necessity of ending the breakfast no later than thirty minutes prior to the prelude for Wednesday morning's delegate session, giving ample time for those attending to walk the short distance from the Hilton to the Convention Hall.

6. Proposal for Optional Wednesday Afternoon Programming

The Committee received a request from a Kiwanis Club in the Dallas area to program a rodeo with a western style barbeque for Wednesday afternoon. The Committee felt that the past experience of leaving Wednesday afternoon open has many advantages and we should not schedule any events for that time.

7. Program Details

The following major spots have been completed for the Dallas Convention:

Sunday Evening	- Dr. Charles L. Allen, Pastor, First Methodist Church, Houston, Texas
Tuesday Morning	- Art Buchwald
Wednesday Evening	- The Edie Adams Show

A review of the timing of the sessions and other events indicated no need for any major changes. However, the presentation of the flags will be moved back from the Monday morning session to the Sunday evening session.

The speakers for the four Contemporary Issues are in the process of being finalized. The Committee is now working on arrangements for two ladies programs -- the Monday program to begin at 1:30 P.M. and the Tuesday program to begin at 2:30 P.M. The plans are for the Youth Tour buses to return to the Convention Center about thirty minutes following the close of the Ladies Programs on Monday and Tuesday.

Plans for the Program Participants Dinner to be held at the Convention Center will be finalized by the next meeting of the Board.

The Committee will present a detailed outline of the convention program as a part of its report to the next meeting of the Board of Trustees.

8. Name Badges

The name badges for the Dallas Convention will use the four letter abbreviations for the states and the wives' badges will reflect the club name (location) as it appears on the badge of her husband.

Convention Site - 1981

The Board Committee on Convention wishes to commend the Convention Bureaus of Kansas City and New Orleans for their excellent presentation of their proposals to host Kiwanis International for its convention in 1981. After serious discussion, including many hours of study prior to this Board Meeting, the Committee makes the following recommendation:

Recommendation #1:

The Committee recommends that the site of the 1981 Kiwanis International Convention be New Orleans, Louisiana.

I move that recommendation 1 be adopted.

(adopted)

Study of Convention Expenses and Revenue

In view of the continual increase in convention costs to Kiwanis International and the individual Kiwanian, the Committee has begun a study of all the factors that affect convention costs and means by which such costs can be minimized. The Committee will keep the Board apprised of this study and welcomes any input from individual board members.

Future Convention Sites

The Board Committee directed that the Convention Manager should begin immediately to accept applications from cities for the 1982 and 1983 Kiwanis International Conventions. The Committee feels that it is imperative to look somewhat further into the future concerning convention sites.

The Committee compliments the Convention Manager Jim Lynn and his staff for the excellent manner in which they have assisted the Committee in its work and in preparing this report.

Respectfully submitted,

MAURICE GLADMAN

JOHN T. ROBERTS

ERNEST STURCH, JR., Chairman

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

Date of Committee Meeting: January 30-31, 1977

Place of Committee Meeting: General Office

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

Chairman: John T. Roberts

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

Others: G. Daniel Martich

KEY CLUB INTERNATIONAL PRESIDENT, G.DANIEL MARTICH

The Committee was pleased to welcome Key Club International President G. Daniel Martich for the full duration of their meeting and particularly appreciated his brief comments made to them at the opening of the meeting. President Danny expressed to the Committee his thoughts on the pending issue of female membership in Key Clubs and the proposed amendments that would be before the committee.

REPORT ON KEY CLUB INTERNATIONAL BOARD MEETING

The Committee received a written report from the Board Committee Chairman relative to his attendance at the recent meeting of the Key Club International Board of Trustees on October 30-November 1, 1976, at the General Office. (Exhibit A).

KEY CLUB THEME AND OBJECTIVES

A copy of the 1977-78 Key Club International Theme and Objectives (Exhibit A, Page 4) was reviewed and discussed. The Committee wished to commend the members of the Key Club International Board for the excellent Theme and Emphasis Program areas selected.

Recommendation #1

The Committee recommends that the 1977-78 Theme and Objectives of Key Club International as attached on Page 4 of Exhibit A, be approved and that the Theme and Objectives be kept confidential until revealed at the Key Club International Convention in Kansas City, Missouri.

I move that recommendation #1 be adopted.

(Adopted)

REVIEW OF KEY CLUB INTERNATIONAL BOARD TRAVEL

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

REVIEW OF DEPARTMENTAL BUDGET

The Committee reviewed the quarterly statement of Key Club Departmental expenses and the 1975-76 audit from Seidman & Seidman and found them to be in good order. It was noted that certain budget adjustments were under consideration by the Board and most accounts will be in line with the adjusted budget.

REVIEW OF NEWLY REVISED "NEW KEY CLUB BUILDING KIT"

The staff presented to the Committee the revised "New Key Club Building Kit", containing several new items. The Committee believes that the kit will now be a much more effective tool for building new Key Clubs and wished to commend the staff for their fine job in carrying out the recommendations of the committee.

REPORT OF PAST KEY CLUB PROGRAM MATERIALS AVAILABLE FROM THE GENERAL OFFICE

The Committee reviewed the report by the staff on all past Key Club program materials still available in stock at the International Office. It was requested that the list be forwarded in the next mailing made to all Key Club District Administrators.

K-RELATIONS AWARDS PROGRAM STUDY

At the Committee's request, the staff made a study on the possible development of a K-Relations Banner Patch. In addition, the Committee is aware of a program of the Key Club International Board, known as "Operation Krack". Rather than having two separate programs, the Committee decided to request the Key Club International Board to expand its program by presenting "K-Relations Ribbons" to the sponsoring Kiwanis Clubs of all Key Clubs receiving the award.

CLARIFICATION OF OVERLAPPING TERMS OF KIWANIS DISTRICT OFFICERS AND KEY CLUB DISTRICT ADMINISTRATORS

The Committee studied a "Working Paper on the Problems of Overlapping Terms of Kiwanis District Officers and Key Club and Circle K Administrators" which they had requested staff to prepare. Problems have arisen in several districts in this regard, partly because the present Board Policy has not been placed in any official document. The Committee concluded that, in order to eliminate the present confusion that exists with the early appointment of Circle K and Key Club District Administrators, the Standard Form of District Bylaws should be amended.

Recommendation #2

The Committee recommends that the Committee on Laws and Policies amend Section 3 of Article VII, and add a new section 4 thereto of the Standard Form of District Bylaws, to read as follows (changes underlined):

"Section 3. Each standing committee except the Committee of Past District Governors shall be composed of at least five (5)

members and shall serve for a term of one (1) year.

All Committees with the exception of the Committee on Key Clubs and the Committee on Circle K Clubs shall begin their terms of office on the first day of October. The terms of office of the Committee on Key Clubs and the Committee on Circle K Clubs shall begin at the conclusion of the respective Sponsored Youth District Conventions and continue to the conclusion of the succeeding conventions or until their successors shall be duly selected and qualified.

The Committee on Resolutions shall have as its members at least two past district officers, one of whom shall have served as district governor. The Committee on Past District Governors shall be composed of Past District Governors of this district who are still members of clubs within the district and the quorum of the committee shall be a majority thereof. The Chairmen of all committees and the members of all but the Committee of Past District Governors shall be appointed prior to October 1 by the Governor-elect with the exception of the Committee on Key Clubs and the Committee on Circle K Clubs. These two committees shall be appointed by the Governor-elect prior to the respective sponsored youth conventions in any one year. The Committees shall be responsible to the Governor, with the exception of the Committee on Circle K Clubs and the Committee on Key Clubs which shall be responsible to the individual that appoints them, and shall make such reports as directed. All committee chairmen and the members of committees except the members of the Committee of Past District Governors shall be subject to removal by the Governor or Governor-elect in the case of the Committee on Key Clubs and the Committee on Circle K Clubs.

Section 4. The Chairmen of the Committee on Key Clubs and the Committee on Circle K Clubs will be known as the District Administrator for Key Clubs and District Administrator for Circle K Clubs.

I move that recommendation #2 be adopted.

(Adopted--the recorded vote is 11 for and 6 against)

REVIEW OF COST ANALYSIS STUDY FOR LAPEL BUTTON TAB FOR KEY CLUB DISTRICT ADMINISTRATORS

The Committee reviewed this report and decided to make no recommendation at this time.

STATUS OF KEY CLUBS IN OVERSEAS AREAS

The Committee received the "Study of the Status of Key Clubs Overseas" which they wish to retain for further study. They directed the staff to do further research on this matter, including meeting with the Governors-elect of Overseas districts when they are in Chicago in March for the Governors-elect training conference. Staff was requested to send the results of the study to the Committee prior to the April meeting of the Board. In the meantime, the Key Club Administrator is to send samples of available materials (charter certificates, membership cards, member badges) and price lists to the District Chairmen on

Youth Services of all overseas Districts for their information.

REVIEW OF SURVEY TO KIWANIS CLUB PRESIDENTS ON "REASONS FOR LOSS OF KEY CLUBS"

The Committee reviewed the results of a survey sent to the Presidents of all Kiwanis clubs whose sponsored Key Clubs have had their charter's revoked over the past two years to ascertain why their Key Clubs had gone inactive. The committee wishes to retain this item for further study and directed staff to consider what steps might be taken to alleviate the main causes for the failure of Key Clubs.

REPORT OF SURVEY ON COED MEMBERSHIP STATUS IN KEY CLUB

The Committee reviewed the report of the Chairman in regards to his recent survey of Kiwanis International Board Members, Past International Presidents and members of the International Committee on Key Clubs on "Key Club Membership Alternates", and discussed the conclusions he had drawn from these results. After much further discussion on this matter the committee agreed to make the following recommendation.

Recommendation #3:

The Committee recommends that changes be made to the Constitution and Bylaws of Key Club International as indicated in Exhibit B.

I move that recommendation #3 be adopted.

(Adopted by a unanimous vote)

The Committee further directs staff to refer any changes made to the Constitution and Bylaws by this Board to the Key Club International Board Committee on Laws and Regulations for proper incorporation into the Standard Form of Key Club Bylaws. Staff was also asked to inform all Key Club International Board Members, Key Club District Governors, District Key Club Administrators, and Kiwanis District Governors of the changes to the Key Club International Constitution and Bylaws, and the present Board Policies regarding proper adult supervision at Key Club International Conventions. The Committee directed staff, as well, to study the need for amending the Board Policies, as well as the Key Club International Constitution and Bylaws, with respect to convention attendance and proper adult supervision.

Respectfully submitted,

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

CONFIDENTIAL

1977-78 KEY CLUB INTERNATIONAL THEME

Throughout history, the family has been the sustaining strength of our society. The family hearth was the first place of worship. The family circle was the first schoolroom. Even the first governments centered around the family unit. Always, the family has been the cornerstone of unity in any type of productive community life.

In today's society, however, ever-accelerating change places unprecedented pressures upon the family structure. A steady erosion and weakening of our families is taking place.

In addition to the serious but normal concerns faced by every family which strives to stay intact and viable, enormous difficulties too frequently arise whenever a segment of the family is missing or there is an absence of the family altogether. For many, "Tomorrow" may only be an empty dream, without hope---without fulfillment.

We, as Key Clubbers, working in a mass individual commitment toward a restoration of the family relationship, can have a great impact upon our society. Touching lives, we can make the family the answer to many problems of our society rather than being one of the problems itself.

The family is a tough, tenacious, and adaptable institution and will survive and prosper if given a chance and a helping hand. We can...

"FULFILL MAN'S HOPE FOR TOMORROW"

...through preserving the family unit
...through protecting the quality of family life
...through sharing a family relationship with those less fortunate

Father, grant me the insight to do my share to keep the family as one, forever.

CONSTITUTION AND BYLAW AMENDMENTSPRESENT WORDINGPROPOSED WORDINGINTERNATIONAL CONSTITUTION - ARTICLE 6 - SECTION 1

SECTION 1. The membership of individual Key Clubs shall consist of young men from the four upper classes (or the five upper classes in the Canadian Provinces where high school is of a five year duration) of the high school in which they are enrolled, interested in service, qualified scholastically, of good character, possessing leadership potential, and approved by the school principal or his official representative. This provision applies to the membership of all Key Clubs except in certain states or provinces or within certain local school jurisdictions wherein co-educational membership is required and when in accordance with policies and procedures established by Kiwanis International.

SECTION 1. The membership of individual Key Clubs shall consist of students from the four upper classes (or the five upper classes in the Canadian Provinces where high school is of a five year duration) of the high school in which they are enrolled, interested in service, qualified scholastically, of good character, possessing leadership potential, and having such other qualifications as shall be established by the local sponsoring Kiwanis club in co-operation with the proper school official.

INTERNATIONAL BYLAWS - ARTICLE 1 - SECTION 3

Section 3. Before a Key Club may be formed at least ten (10) young men of the high school eligible for membership and approved by the principal must be willing to join the proposed Key Club and accept the responsibilities of club membership. No more than 50 % of the charter members can be eligible for graduation in the same school year and when the club is chartered.

Section 3. Before a Key Club may be formed at least ten (10) students of the high school eligible for membership as prescribed in Article 6 of the Constitution of Key Club International must be willing to join the proposed Key Club and must accept the responsibilities of club membership. No more than 50% of the charter members can be eligible for graduation in the same school year as when the club is chartered

INTERNATIONAL BYLAWS - ARTICLE 2 - SECTIONS 1 & 2

Section 1. Any young men possessing qualifications prescribed in Article VI of the Constitution of Key Club International may become an active member in the Key Club of his high school.

Section 1. Any student possessing the qualifications prescribed in Article 6 of the Constitution of Key Club International may become an active member in the Key Club of his high school.

Section 2. Each Key Club should select new members from the group of young men approved by the school principal. The number chosen for membership in the club shall not exceed the limit on membership established by the bylaws of the club.

Section 2. Each Key Club should select new members from the group of student possessing the qualifications as prescribed in Article 6 of the Constitution of Key Club International. The members chosen for membership in the club shall not exceed the limit on membership established by the bylaws of the club.

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

January 29 - February 2, 1977

Date of Committee Meeting: February 1, 1977

Place of Committee Meeting: General Office

Present: Members - Dwight F. Gallivan, John T. Roberts
Chairman - Stephen H. Hart, Jr.
Staff member - Fay H. McDonald

Bylaw and Policy Provisions re use of funds for administrative purposes

At the post-Council Board Meeting, October 5, 1976, the Board requested this committee to review the policy prohibiting the use of funds raised from the public for administrative purposes. The Policy in question is that contained in paragraph 6a on page A9 of Policies which reads: "Monies received by Kiwanis clubs from fund-raising projects in which the public participates or from members or others for the activities sponsored by the club shall be segregated from the administrative funds of the club and shall be used only for the charitable, educational, religious, and eleemosynary activities of the club." This statement of policy is also contained in Article XV, Section 4, of the Standard Form for Club Bylaws.

It is the opinion of the committee that the policy in paragraph 6a on page A9 of Policies clearly states that no funds raised from the public can be used for administrative purposes. Further, it is the opinion of the committee that the policy should not be changed. However, to answer specific requests on whether a future change in this policy would affect the tax exempt status of clubs and Kiwanis International, an opinion in writing will be sought from the Internal Revenue Service.

Referral of Policy Revisions

The policy changes to paragraph M2(b) (3) on page D8a; paragraph M2(c) (6) on page D9; paragraphs 5a(1) and (6) on page B2; paragraphs 5c and d on page B2a; and paragraphs 7a (9) and (12) on page B4, adopted by the Board at the September 29 - October 2, 1976 meeting have been inserted into policies. Following this meeting of the Board, the staff will prepare corrected pages and mail copies to each member of the Board.

Referral of Amendments to the Constitution of Circle K International and the Circle K Board Policy Code

The amendments to the Constitution of Circle K International and the Circle K International Board Policy Code adopted by the Board at the September 29-October 2, 1976 meeting have been properly inserted in these two respective documents.

Liability Insurance Provision in the Constitution and Bylaws of Kiwanis International

The Report of the Secretaries recommended that consideration be given to removing Section 7 on the liability insurance program from Article XII of the Constitution of Kiwanis International and placing this in a new Article on liability insurance in the Bylaws of Kiwanis International. This would serve to divorce the annual liability insurance charge as far as possible from the revenue article, thus reducing to some extent any feeling on the part of the Kiwanians that an increase in the cost of liability insurance would be the same as a dues increase.

Further, it was recommended that consideration be given on whether or not it would be best to ask for a specific amount to cover the cost of the insurance for each year or to present an amendment which would permit the Board to procure the insurance at the best possible rate up to a specified maximum amount. The advantage of a specified maximum amount is obviously that of avoiding going to the house of delegates each year when the cost of the insurance is increased.

Recommendation #1:

The committee recommends that the Board present an amendment in Dallas to delete Section 7 of Article XII of the Constitution of Kiwanis International and to create a new article in the Bylaws of Kiwanis International on liability insurance, and further that this new article not state a specific amount per annum per member but rather state a maximum amount which could be assessed to clubs, with clubs only being assessed the amount needed for any given year.

I move that recommendation 1 be adopted, and referred to the Finance Committee for their determination of the upper limit or the amount for the annual cost of the insurance.

(Adopted)

Constitution and Bylaws re Voting

A continuing item on the agenda of this committee has been a study of the interpretation of the meaning of the words "present and voting" as contained in Article XVIII of the Standard Form for District Bylaws and in Articles XVI and XVII of the Constitution of Kiwanis International re amending these two documents. From its study, the committee believes that the words "present and voting" result in confusion as to how a specific vote is to be interpreted. For example, a 2/3's vote of those present would be different than a 2/3's of those voting, if there were some present either not voting or casting improper ballots. It is the opinion of the committee that in the past the required vote to adopt an

amendment to the Constitution of Kiwanis International, for example, has been interpreted to be 2/3's of the votes cast and not 2/3's of those present. Further, it would be extremely difficult in a large body such as the house of delegates of Kiwanis International to really determine the actual number present in the house at a specified time. The committee believes that this confusion ought to be eliminated and makes the following recommendation.

Recommendation #2:

The committee recommends that the Board present an amendment in Dallas to Articles XVI and XVII of the Constitution of Kiwanis International to eliminate the words "present and." It is further recommended that upon adoption of such an amendment by the delegate body in Dallas, that Article XVIII of the Standard Form for District Bylaws be amended accordingly.

I move that recommendation 2 be adopted.
(Adopted)

Complete Review of Policies

In examining the Policies, the committee believes that there is a timely need for an in-depth study and review of the Policies and recognizes that such a study and review cannot be done during the time available at a Board meeting. Therefore, the committee makes the following recommendation.

Recommendation #3:

The committee recommends that the President appoint a special committee for the purpose of conducting an in-depth study and review of the Policies of Kiwanis International.

I move that recommendation 3 be adopted.
(Adopted)

I move this report be received.

Respectfully submitted,

Dwight F. Gallivan
John T. Roberts
Stephen H. Hart, Jr., Chairman

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

January 29 - February 2, 1977

Date of Committee Meeting: January 31, 1977

Place of Committee Meeting: General Office

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

1976-77 Council Review and Evaluation

The Committee briefly reviewed the recent 1976-77 Council. Our judgment is that the plan and execution of the program was proper and, in principle, worthy of continuance another year. Some reservations were expressed as to location and facilities, but these appear somewhat irrelevant in view of the fact that the 1977-78 fall Council will be held in Chicago at the Continental Plaza Hotel. If any members of the Board do have specific recommendations which would affect the plan of the 1977-78 fall Council, the Committee would welcome such input prior to its May meeting.

The Conference for Governors-elect, March 30-April 1 (Chicago)

The first conference for current governors-elect is scheduled for March 30-April 1 at the Chicago City Centre Holiday Inn, 300 East Ohio Street. Participants will include the 42 district governors-elect (including the governors-elect from the 40 established districts plus the governors-elect of Japan and the Republic of China) and the President-elect of Kiwanis International-Europe. Treasurer Bill Solberg and European Administrator Egon L'Eplattenier will attend as observers. The faculty will consist of the Board Committee on Leadership and Council, the Secretaries, and staff. Translators will be provided as assistance to the governors-elect from China, France and Japan. The President-elect will be general conference chairman and preside over all sessions.

The schedule of the Conference calls for participants to arrive on Wednesday, March 30, and depart on Friday, April 1. The Conference will open with a dinner on Wednesday evening.

Major topics to be included in the agenda re:

- The Structure of Kiwanis International
- The Governor and His Team
- The Governor and His Resources
- The Governor and District Management
- The Governor and Program Promotion
- The Governor and The Kiwanis Magazine
- The Governor and the International Organization
- The Governor and His Conference for Lieutenant Governors

The Governor and District Growth
The Governor and Sponsored Youth Organizations
Supplemental Topics

Built into the agenda will be several opportunities for small group discussions.

When the agenda is produced for distribution to governors-elect, a copy will be mailed to each member of the Board.

Prior to and following the above-outlined conference agenda, the Extension Department will schedule special sessions for governors-elect from Extension districts.

Conference for Governors-elect, June 25 (Dallas)

The second Conference for Governors-elect will be held on Saturday, June 25, in Dallas immediately preceding the convention. At this point the Committee contemplates a plan similar to that used last year, involving the newly-appointed 1977-78 International Committee Chairmen as support faculty for the Board Committee, with the focus on planning for specific promotion of 1977-78 programs.

On Wednesday afternoon, governors-elect in attendance at the Dallas Convention will again meet with the President-elect for review and discussion of any matters not thoroughly covered at the Saturday conference.

1977-78 Materials Production and Distribution

Essentially, the same materials and plan of distribution of leadership education materials for summer conferences will be that used the past several years. One planned innovation is the collation and separate packaging of materials intended for distribution by the governor-elect to his lieutenant governors-designate. This should result in a simpler and more orderly distribution of materials at the governors-elect conference.

The Committee asked the staff to produce as much material as practical on 3-hole-punched paper, understanding that some materials to be distributed are already in stock as unpunched materials and that, in some instances, the additional cost of punching printed and bound materials may necessitate a decision to distribute them unpunched.

Leadership Education of District and Club Officers for 1977-78

This item is inevitably intertwined with the above item on production and distribution of materials. At this time, we would recommend several innovations or changes.

The Report of the Secretaries to the Board called attention to the desirability of lengthening and strengthening the conference traditionally held for incoming lieutenant governors. The Committee concurs in the plan suggested in the Report of the Secretaries.

Recommendation #1:

The Committee recommends that a Conference for 1977-78 Lieutenant Governors be scheduled at the Dallas International Convention for the period of 2:00-4:30 P.M. on Wednesday, June 29, the agenda to be developed by staff in consultation with the President-elect.

I move that recommendation 1 be adopted.

(Adopted)

The Committee has the following additional recommendations with reference to Monday and Tuesday afternoon forums at the Dallas Convention.

Recommendation #2:

The Committee recommends that Monday afternoon leadership education forums, directed in recent years to all club leadership and designated as Administrative Techniques for Club Leaders, be designated as Administrative Techniques for 1977-78 Club Officers and be planned with specific reference to the education of club presidents-designate.

I move that recommendation 2 be adopted.

(Adopted)

Recommendation #3:

The Committee recommends that one Monday afternoon forum be designated as a Forum for Current Club Officers and described parenthetically as a forum dealing with the concerns and opportunities confronting club leadership as it moves into the last ninety days of the administrative year.

I move that recommendation 3 be adopted.

(Adopted)

Recommendation #4:

The Committee recommends that a new forum designated as the Forum for 1977-78 Club Secretaries be scheduled for Tuesday afternoon, June 28.

I move that recommendation 4 be adopted.

(Adopted)

The Committee further took note of the Report of the Secretaries with reference to the standardization of materials and translation and concurs with the observations of the Secretaries.

With reference to standardization of basic materials distributed annually, the Committee interprets this to mean that such materials, insofar as practical, be published in 8½x11 inch size and that all references which experience teaches us are subject to annual change (dates; references to Theme; Major Emphasis Program titles; location of the convention; dues; prices; tables requiring annual up-dating; current statistical information) be removed from manuals and other basic leadership education materials. This would eliminate printers' charges for annual revisions as well as make possible savings through purchases of larger quantities of materials to be used over a period of two or more years. This assumes, of course, that such distributed materials will be accompanied by an annually revised printed sheet carrying critical data for the forthcoming administrative year, as well as carrying specific revisions of the standardized materials, if such are necessitated.

Recommendation #5:

The Committee recommends that the staff, in revising basic leadership education materials for 1977-78, be authorized to standardize such materials to permit their usage for a period of two or more years without reprinting.

I move that recommendation 5 be adopted.

(Adopted)

The Committee recognizes the desirability of, and need for, certain basic leadership education and administrative materials in translation. While the Committee is not, as a result of brief discussions held at this meeting, inclined to specify titles, production dates, languages, or distribution, nor to make recommendations for budgeting, it does wish to endorse the concept in principle.

Insofar as materials which are the primary responsibility of our Committee are concerned, our judgment at the moment is that priority should be given to the translation and distribution of manuals for club presidents and club secretaries in French and Spanish. However, the Committee recognizes that other Committees of the Board, especially the Committees on Membership Growth and Education, New Club Building, and Overseas Extension, may have other recommendations which, in the judgment of the Board, would have priority over leadership education materials. In any event, the Committee strongly suggests that the members of the staff primarily related to Board Committees have, for the May meeting of the Board, the options available so that the Board may have the basis for specific action leading to the production of one or more items during this administrative year.

Recommendation #6:

The Committee recommends that Kiwanis International acknowledge a responsibility for the provision of certain basic publications in translation and that it plan for the production of first materials so as to permit a distribution to clubs prior to October 1, 1977.

I move that recommendation 6 be adopted.

(Adopted)

Staff reported that it has under consideration combining the club president's manual (The Formula for My Club's Success) and the club secretary's manual into one 8 $\frac{1}{2}$ x11 publication and providing two copies of the combined edition to each club in the 1977-78 President's Package. This can be done at an additional cost of approximately ten cents a club, less if some of the current material is eliminated. The Committee agrees that it would be advantageous for the president and secretary to have the combined manuals, especially in the event that one of the officers leaves the club during the year. We are content to leave this decision with the staff provided that it does not require any adjustment of the budget for printing leadership education materials.

Staff also indicate a desire to again distribute the slide/cassette presentation on "The Responsibilities of the President-designate" to lieutenant governors-designate, as has been done the past two years. The Committee favors this distribution with the understanding that funds have been budgeted for the amount required, which will be within \$1,000 for production and packaging. The Committee asked the staff to consider the practicality of producing large posters in quantity for distribution to lieutenant governors-designate as alternates to the use of slides in the briefer educational presentations. Posters would have the advantage of keeping total script-copy before club officers throughout a presentation as opposed to the frequent screen changes of outlined material necessitated by a slide presentation.

The Committee has no recommendations for additional audio-visual materials for distribution to 1977-78 district leadership. It is aware of the recommendation emanating from the January Planning Conference that there be developed a slide/cassette presentation on "The Responsibilities of the Lieutenant Governor." The Committee would support a recommendation that this be produced if such recommendation is made by the Committee to which this particular item is referred by the Board at this meeting.

The staff has proposed that we could be of appreciable assistance to some governors-elect (and, in turn, to their conference faculty members) if we were to provide governors-elect with developed presentations on individual items of the Lesson Plan #1 agenda. The Committee has reviewed six of these developed to date. Each consists of approximately three pages of single-spaced typed material, requiring a presentation time of approximately ten minutes each. In a sense, each presentation is an economically-worded development of a specific agenda item which could be used by the faculty member either as briefing for a similar presentation of his own composition or presented just as written. There is no desire or even interest in imposing these as required presentations by faculty members; they would rather be offered as resources which, in effect, crystallize the content we hope will be communicated at conferences for lieutenant governors-designate. These would be Xeroxed in the General Office and provided as a complete set to each governor-elect at the forthcoming conference. Our Committee requested the staff to complete the development of these so that their usefulness might be tested and evaluated this summer.

Plans for June and October Meetings of the Council

The Committee at this point anticipates that both the June and October Council meetings will follow the format used this past year. As for the fall Council, October 2-4, the President-elect has indicated a preference for continuing the basic concept of motivation, communication, and problem-solving and a preference for three separate sessions on Monday morning geared to the special interests of governors, new secretaries, and continuing secretaries.

Regional Conferences for Current Leadership

The Committee has nothing to add on Regional Conferences for Governors as reported by the President in the President's Message.

The Midwinter Conference

The Associate Secretary has developed a working paper on the objectives and optional formats for district midwinter (or midyear) conferences, and this is shared with governors-elect who make inquiry. We have not recently surveyed the practices among districts with regard to district-level conferences, and the Committee believes that it would be well to make such a survey to determine what possible innovations may be in use (or can be recommended) so that some permanent piece can be distributed to governors-elect annually. The Committee will retain this on its agenda.

Members of the Committee, furthermore, are in agreement that the responsibility of the Board counselor to the district needs finer definition. The Board member frequently faces a dilemma in responding to a contact from a governor, inviting him or asking him to attend his midwinter conference (or the visit of the International President, as another example). Should he always accept because this is a responsibility of his role as counselor to the district? If not, what are the specific criteria for enabling him to make a defensible decision? If others on the Board share this concern, we suggest that it have consideration by the Committee on Laws and Policies.

Leadership Education of Lieutenant Governors-designate at International Conventions

This item was covered earlier in this report in presenting our recommendation #1.

Afternoon Forums at Dallas

This item was also covered earlier in this report in presenting our recommendations 1 through 4. The Board, however, did refer to our Committee a request that the Committee develop a new format for the Forum on Key Clubs at the Dallas Convention. The position of the Committee is that we believe that the format of the separate forums must necessarily be left in the hands of the Board member who will preside at the forum and the staff member assigned to assist him in preparing for the forum. Certainly, the Committee has no objection to the utilization of local Key Clubbers or even non-Kiwanians as presenters or panel members, but we are reluctant to specify a format except where we might

see it as desirable for those forums which are more strictly considered within the province of leadership education.

Respectfully submitted,

JACK P. DELF

MERALD T. ENSTAD

DOUGLAS WASSON, Chairman

REPORT OF BOARD COMMITTEE ON MEMBERSHIP GROWTH & EDUCATION

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

January 29 - February 2, 1977

Date of Committee Meeting: January 31, 1977

Place of Committee Meeting: Past Presidents' Room

Present: Members - Paul Chandler, Merald Enstad
Chairman - Drew M. Petersen, M.D.
Others - Stanley E. Schneider, R. A. Misch

Review of Certified Membership Figures for the 1975-76 Administrative Year

Report on Four-Year Membership Summary based on Certified Membership Figures in the Thirty Districts Comprising the United States and Canada

New Member Add Reports to date in the 1976-77 Administrative Year

Review of Trend Membership Figures to date in the 1976-77 Administrative Year

The Board Committee reviewed the above-listed topics as one, since all pertain to membership statistics. Exhibit #1 is the Certified Membership of Kiwanis International for the period of October 1, 1975 thru September 30, 1976. The Certified Membership of Kiwanis International on September 30, 1976 was 278,455 (including 7,910 members in Kiwanis International-Europe).

The growth of Kiwanis International in the 1975-76 administrative year was 6,335 members, for a net overall percentage gain of 2.33%. Twenty-seven of the thirty-five districts reflected membership gains. Both overseas extension and Kiwanis International-Europe had membership gains.

The Board Committee studied a Ten-Year Growth Analysis, Exhibit #2. The Committee noted the results shown in the last five administrative years and the impact aggressive growth promotion has had throughout Kiwanis International during that period. Further study revealed that in the 1974-75 year there were 51,742 new member adds and in the 1975-76 year there were 52,380 new member adds, or a gain of 638. With a gain of this type it indicated that the increased membership gain shown in 1975-76 had to come from reducing the overall deletion factor of Kiwanis International. The deletion factor for the 1975-76 year was 16.91% - a reduction of 1.39% from the 1974-75 year.

The Board Committee reviewed the Four-Year Summary of Districts. This is the growth record of each of the 30 districts in the United States and Canada, Exhibit #3. The Committee noted that in 1975-76 certain districts cut their deletion factor from 1.5% to over 3.5%. It was the opinion of the Committee that this summary was a very valuable tool for not only district leadership use, but to assist the Counselors in working with their districts.

The Board Committee reviewed the New Member Add Reports and Trend Membership Figures for December, 1976. In the first quarter of this administrative year there were 13,933 new member adds. The Trend Membership of Kiwanis International on December 31, 1976 was 282,659 (including 7,910 members in Kiwanis International-Europe). When this is compared to the Certified Membership Figure of September 30, 1976, we find we have a trend membership gain of 4,204 members in the first quarter of this administrative year.

Report on the Growth Programs for the 1976-77 Administrative Year

The Board Committee reviewed a report on the materials and programs to be used in this administrative year:

- A. Freeways to Growth: This brochure has been revised to show club new member add goals according to club size.
- B. Diamond Award Program: The Board Committee reviewed the materials mailed to district leadership and club presidents, Exhibit #6. The Committee members concurred that this program would have tremendous potential in reaching the goal of 300,000 members in this administrative year. The details of this program are contained in Exhibit #4.
- C. "27 in 77": This brochure is being mailed to each club president with a club membership of 21 or less. This is a continuation of the "26 in 76" program aimed at strengthening small clubs.
- D. Presidents' Day: The new brochure and sticker for Presidents' Day have been completed. The mailings regarding this program will begin in the latter part of April or early May, 1977.

The Board Committee urges each member of the Board to promote these programs at every opportunity in the districts they counsel.

Analysis of the Growth of Kiwanis International over the past Four Administrative Years

The Committee analyzed the information gathered from various sources such as New Member Add Report, and Percentage Factor which reveal the following findings:

- 1. The overall growth record of Kiwanis International in 1975-76 was the best recorded in the last ten years. Yet new member adds increased only slightly over the previous year.
- 2. If there had not been a reduction in the overall deletion factor, the growth in the 1975-76 year would have been less than 1% for the entire organization.

These two factors show quite clearly that we are still having minimal growth of Kiwanis as it relates to the established clubs. This is in no way to infer that a reduction in the deletion factor is not important, but rather to point out that our new member add factor is not increasing rapidly enough. It is the opinion of the Committee that we have the programs to be successful and attain our growth goal of 1976-77, and that the success of these programs is dependent on the leadership of all levels of Kiwanis International.

Recognition of Lieutenant Governors at the International Convention in Dallas, Texas

The Committee discussed recognition used in previous years and directed the staff to continue this program with minor adjustments to the criteria. In past years a Lieutenant Governor had to have 20% new member adds or 1 new club by the time of the International Convention to qualify for recognition. Since we are no longer talking percentage factors, the Committee felt this should be a numerical goal.

Discussion of Possible Recognition and Promotion of Growth at the International Convention, Dallas, Texas

The Board Committee discussed possible forms of recognition to be used at International Conventions for club officers. It was the opinion of the Committee that this had merit, but at the present time should have further study and be placed on the agenda for the next meeting of the Committee.

Staff Recommendations Relating to Membership Growth and Education

The Board Committee reviewed a letter to be sent to new Kiwanians, Exhibit #5. This letter would have two basic purposes -- to acquaint the new member with some of the items available from the Supplies Department, and in the promotion of membership growth. The Committee feels this promotion has merit and a pilot program should begin as soon as possible, with cost factors shared equally by the Supplies and Membership Departments, and that results of this program be reported at the next meeting of the Committee.

The Committee discussed the preparation of a Membership Growth and Education Handbook to replace the present Kit that is now in use. It was the opinion of members of the Committee that a book of this type would not only promote growth, but would also give club leadership a much needed tool to function more efficiently. Committee members felt the present kit was not only cumbersome, but self-defeating; also the success of the New Club Building Booklet since its inception is a prime example of the need for a booklet of this type.

Recommendation #1:

The Committee recommends that preparation begin immediately on a Membership Growth and Education Booklet that will be included in the 1977-78 President's Package, and that the Finance Committee determine if the cost can be allocated to this year's budget or as a prepaid item in the 1977-78 budget.

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

The Committee reviewed comments from a lieutenant governor regarding the Senior Membership Classification and the concerns he has about how it weakens his division. The Committee directed Staff to respond to his letter with possible suggestions for his consideration and use. The Committee desires to retain this for further study at their next meeting.

The Committee reviewed a letter from Past Governor Stanley Johnson of the Pacific Northwest District regarding the cost of Kiwanis to retired members and the loss of this type of member. The Committee directed that this be placed on the agenda of their next meeting.

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

I move this report be received.

Respectfully submitted,

PAUL CHANDLER

MERALD T. ENSTAD

DREW M. PETERSEN, M.D., Chairman

FROM 10/1/75 TO 9/30/76

BASED ON CERTIFIED MEMBERSHIP FIGURES

DISTRICT	MEMBERSHIP 10-1-75	MEMBERSHIP 9-30-76	NET GAIN OR (LOSS)	% OF GAIN OR (LOSS)
ALABAMA	4,574	4,698	124	2.71%
ANDEAN	224	339	115	51.33%
AUSTRALIA	567	761	194	34.22%
CALIFORNIA-NEVADA-HAWAII	23,093	23,777	684	2.96%
CAPITAL	8,749	8,963	214	2.45%
CAROLINAS	9,266	9,441	175	1.89%
EASTERN CANADA and the CARIBBEAN	9,132	9,254	122	1.34%
FLORIDA	12,968	13,517	549	4.23%
GEORGIA	7,440	7,427	(13)	(.17%)
ILLINOIS-EASTERN IOWA	11,086	11,117	31	.27%
INDIANA	8,519	8,738	219	2.57%
KANSAS	4,125	4,326	201	4.87%
KENTUCKY-TENNESSEE	8,283	8,246	(37)	(.45%)
LOUISIANA-MISSISSIPPI-WEST TENNESSEE	6,253	6,502	249	3.98%
MICHIGAN	8,344	8,502	158	1.89%
MINNESOTA-DAKOTAS	7,168	7,337	169	2.36%
MISSOURI-ARKANSAS	8,491	8,644	153	1.80%
MONTANA	2,281	2,291	10	.43%
NEBRASKA-IOWA	7,593	7,658	65	.86%
NEW ENGLAND	10,419	10,282	(137)	(1.31%)
NEW JERSEY	6,250	6,295	45	.72%
NEW YORK	13,195	13,196	1	.007%
NEW ZEALAND	939	1,147	208	22.15%
OHIO	16,484	16,474	(10)	(.06%)
PACIFIC NORTHWEST	14,470	14,364	(106)	(.73%)
PENNSYLVANIA	9,605	9,395	(210)	(2.19%)
PHILIPPINE LUZON	764	1,149	385	50.39%
PHILIPPINE SOUTH	930	1,461	531	57.09%
ROCKY MOUNTAIN	4,467	4,579	112	2.51%
SOUTHWEST	4,786	5,146	360	7.52%
TEXAS-OKLAHOMA	16,871	17,374	503	2.98%
UTAH-IDAHO	3,277	3,215	(62)	(1.89%)
WESTERN CANADA	2,540	2,500	(40)	(1.57%)
WEST VIRGINIA	2,268	2,276	8	.35%
WISCONSIN-UPPER MICHIGAN	7,836	7,863	27	.34%
OVERSEAS EXTENSION	2,131	2,291	160	7.51%
KIWANIS INTERNATIONAL-EUROPE	6,732	7,910	1,178	17.50%
TOTALS KIWANIS INTERNATIONAL	272,120	278,455	6,335	2.33%

TEN-YEAR GROWTH ANALYSIS
OF KIWANIS INTERNATIONAL

BASED ON CERTIFIED MEMBERSHIP FIGURES 12/31/66 THRU 9/30/76

ADMINISTRATIVE YEAR	KIWANIS INTNL. MEMBERSHIP	K. I. GAIN OR (LOSS)	30 DISTRICTS US & CANADA	EXTENSION	K.I.-EUROPE	OVERSEAS DISTRICTS
12/31/66	262,937					
12/31/67	264,041	1,104	229	875		
12/31/68	265,140	1,099	47	*1,052		
**9/30/69	265,733	593	158	397	38	
9/30/70	261,863	(3,844)	(5,170)	504	822	
9/30/71	261,162	(701)	(1,875)	579	595	
9/30/72	262,363	1,201	86	335	780	
9/30/73	266,054	3,691	2,559	228	904	
9/30/74	269,753	3,699	1,984	1,199	516	
9/30/75	272,120	2,367	696	834	837	
9/30/76	278,455	6,335	3,564	160	1,178	***1,433
<u>TOTALS</u>		15,544	2,278	6,163	5,670	1,433

*Combined total for Extension and Kiwanis-International Europe

**Nine-month Administrative Year

***First year recorded growth of new districts separate from Extension:
Andean, Australia, New Zealand, Philippine Luzon and Philippine South

FOUR - YEAR MEMBERSHIP SUMMARY
(Based on Certified Membership)

<u>Year</u>	<u>Certified Membership</u>	<u>New Member Adds</u>	<u>Net Gain or (Loss)</u>	<u>Gross Add % Factor</u>	<u>Deletion % Factor</u>	<u>Gain or (Loss) % Factor</u>
<u>Alabama District</u>						
1972-73	4337	762	145	18.18%	14.72%	3.46%
1973-74	4492	916	155	21.12%	17.55%	3.57%
1974-75	4574	895	82	19.92%	18.09%	1.83%
1975-76	4698	879	124	19.22%	16.51%	2.71%
<u>California-Nevada-Hawaii District</u>						
1972-73	23,532	4,915	(54)	20.84%	21.06%	(.22%)
1973-74	23,727	5,227	195	22.21%	21.38%	.83%
1974-75	23,093	4,378	(634)	19.48%	22.15%	(2.67%)
1975-76	23,777	5,195	684	22.49%	19.53%	2.96%
<u>Capital District</u>						
1972-73	8691	1,590	216	18.76%	16.21%	2.55%
1973-74	8932	1,701	241	19.57%	16.80%	2.77%
1974-75	8749	1,290	(183)	14.44%	16.49%	(2.05%)
1975-76	8963	1,526	214	17.44%	14.99%	2.45%
<u>Carolinas District</u>						
1972-73	8818	1,319	125	15.17%	13.73%	1.44%
1973-74	8902	1,402	84	15.90%	14.95%	.95%
1974-75	9266	1,816	364	20.40%	16.31%	4.09%
1975-76	9441	1,558	175	16.81%	14.92%	1.89%
<u>E. Canada-Caribbean District</u>						
1972-73	8701	1,526	(42)	17.45%	17.93%	(.48%)
1973-74	8845	1,624	145	19.01%	17.36%	1.65%
1974-75	9132	1,736	287	19.63%	16.39%	3.24%
1975-76	9254	1,771	122	19.39%	18.05%	1.34%

FOUR - YEAR MEMBERSHIP SUMMARY
(Based on Certified Membership)

<u>Year</u>	<u>Certified Membership</u>	<u>New Member Adds</u>	<u>Net Gain or (Loss)</u>	<u>Gross Add % Factor</u>	<u>Deletion % Factor</u>	<u>Gain or (Loss) % Factor</u>
<u>Florida District</u>						
1972-73	12,610	2,759	482	22.75%	18.78%	3.97%
1973-74	12,948	3,028	338	24.01%	21.33%	2.68%
1974-75	12,968	2,912	20	22.49%	22.34%	.15%
1975-76	13,517	2,995	549	23.10%	18.87%	4.23%
<u>Georgia District</u>						
1972-73	7514	1,445	100	19.49%	18.14%	1.35%
1973-74	7653	1,504	139	20.02%	18.17%	1.85%
1974-75	7440	1,273	(213)	16.63%	19.41%	(2.78%)
1975-76	7427	1,271	(13)	17.08%	17.25%	(.17%)
<u>Illinois-Eastern Iowa District</u>						
1972-73	11,114	1,923	(107)	17.14%	18.09%	(.95%)
1973-74	11,141	1,992	27	17.92%	17.68%	.24%
1974-75	11,086	1,893	(55)	16.99%	17.48%	(.49%)
1975-76	11,117	1,723	31	15.54%	15.27%	.27%
<u>Indiana District</u>						
1972-73	8492	1,331	180	16.01%	13.84%	2.17%
1973-74	8491	1,399	(1)	16.47%	16.48%	(.01%)
1974-75	8519	1,417	28	16.69%	16.36%	.33%
1975-76	8738	1,274	219	14.95%	12.38%	2.57%
<u>Kansas District</u>						
1972-73	4032	718	(99)	17.38%	19.78%	(2.40%)
1973-74	4165	795	133	19.72%	16.42%	3.30%
1974-75	4125	757	(40)	18.18%	19.14%	(.96%)
1975-76	4326	879	201	21.31%	16.44%	4.87%

FOUR - YEAR MEMBERSHIP SUMMARY
(Based on Certified Membership)

<u>Year</u>	<u>Certified Membership</u>	<u>New Member Adds</u>	<u>Net Gain or (Loss)</u>	<u>Gross Add % Factor</u>	<u>Deletion % Factor</u>	<u>Gain or (Loss) % Factor</u>
<u>Kentucky-Tennessee District</u>						
1972-73	7652	1,420	193	19.04%	16.45%	2.59%
1973-74	7861	1,492	209	19.50%	16.77%	2.73%
1974-75	8283	1,821	422	23.16%	17.79%	5.37%
1975-76	8246	1,403	(37)	16.94%	17.39%	(.45%)
<u>Louisiana-Mississippi-West Tennessee District</u>						
1972-73	5938	1,230	168	21.32%	18.41%	2.91%
1973-74	6210	1,363	272	22.95%	18.37%	4.58%
1974-75	6253	1,206	43	19.42%	18.73%	.69%
1975-76	6502	1,347	249	21.54%	17.56%	3.98%
<u>Michigan District</u>						
1972-73	8451	1,350	7	15.99%	15.91%	.08%
1973-74	8467	1,387	16	16.41%	16.23%	.18%
1974-75	8344	1,223	(123)	14.44%	15.85%	(1.45%)
1975-76	8502	1,473	158	17.65%	15.76%	1.89%
<u>Minnesota-Dakotas District</u>						
1972-73	7045	1,161	4	16.49%	16.44%	.05%
1973-74	7125	1,228	80	17.43%	16.29%	1.14%
1974-75	7168	1,196	43	16.79%	16.19%	.60%
1975-76	7337	1,223	169	17.06%	14.70%	2.36%
<u>Missouri-Arkansas District</u>						
1972-73	8334	1,712	(37)	20.45%	20.89%	(.44%)
1973-74	8366	1,711	32	20.53%	20.15%	.38%
1974-75	8491	1,861	125	22.24%	20.75%	1.49%
1975-76	8644	1,903	153	22.41%	20.61%	1.80%

FOUR - YEAR MEMBERSHIP SUMMARY
(Based on Certified Membership)

<u>Year</u>	<u>Certified Membership</u>	<u>New Member Adds</u>	<u>Net Gain or (Loss)</u>	<u>Gross Add % Factor</u>	<u>Deletion % Factor</u>	<u>Gain or (Loss) % Factor</u>
<u>Montana District</u>						
1972-73	1992	431	(6)	21.57%	21.87%	(.30%)
1973-74	2199	636	207	31.92%	21.53%	10.39%
1974-75	2281	504	82	22.92%	19.19%	3.73%
1975-76	2291	479	10	21.00%	20.57%	.43%
<u>Nebraska-Iowa District</u>						
1972-73	7339	1,515	136	21.03%	19.14%	1.89%
1973-74	7360	1,409	21	19.20%	18.92%	.28%
1974-75	7593	1,597	233	21.70%	18.53%	3.17%
1975-76	7658	1,404	65	18.49%	17.63%	.86%
<u>New England District</u>						
1972-73	10,696	1,654	(215)	15.16%	17.13%	(1.97%)
1973-74	10,549	1,558	(147)	14.57%	15.94%	(1.37%)
1974-75	10,419	1,514	(130)	14.35%	15.58%	(1.23%)
1975-76	10,282	1,450	(137)	13.92%	15.23%	(1.31%)
<u>New Jersey District</u>						
1972-73	6462	1,198	107	18.85%	17.17%	1.68%
1973-74	6290	907	(172)	14.04%	16.70%	(2.66%)
1974-75	6250	955	(40)	15.18%	15.82%	(.64%)
1975-76	6295	986	45	15.78%	15.06%	.72%
<u>New York District</u>						
1972-73	13,406	2,451	187	18.54%	17.13%	1.41%
1973-74	13,163	2,256	(243)	16.83%	18.64%	(1.81%)
1974-75	13,195	2,177	32	16.54%	16.30%	.24%
1975-76	13,196	2,271	1	17.21%	17.21%	.007%

FOUR - YEAR MEMBERSHIP SUMMARY
(Based on Certified Membership)

<u>Year</u>	<u>Certified Membership</u>	<u>New Member Adds</u>	<u>Net Gain or (Loss)</u>	<u>Gross Add % Factor</u>	<u>Deletion % Factor</u>	<u>Gain or (Loss) % Factor</u>
<u>Ohio District</u>						
1972-73	16,622	2,614	(3)	15.72%	15.74%	(.018%)
1973-74	16,447	2,480	(175)	14.92%	15.97%	(1.05%)
1974-75	16,484	2,556	37	15.54%	15.76%	.22%
1975-76	16,474	2,347	(10)	14.24%	14.30%	(.06%)
<u>Pacific Northwest District</u>						
1972-73	14,353	3,289	41	22.98%	22.70%	.28%
1973-74	14,548	3,358	195	23.40%	22.04%	1.36%
1974-75	14,470	3,210	(78)	22.06%	22.60%	(.54%)
1975-76	14,364	2,978	(106)	20.58%	21.31%	(.73%)
<u>Pennsylvania District</u>						
1972-73	9432	1,468	96	15.72%	14.70%	1.02%
1973-74	9490	1,427	58	15.13%	14.52%	.61%
1974-75	9605	1,647	115	17.36%	16.15%	1.21%
1975-76	9395	1,371	(210)	14.27%	16.46%	(2.19%)
<u>Rocky Mountain District</u>						
1972-73	4379	901	41	20.77%	19.82%	.95%
1973-74	4357	919	(22)	20.99%	21.49%	(.50%)
1974-75	4467	961	110	22.06%	19.54%	2.52%
1975-76	4579	1,052	112	23.55%	21.04%	2.51%
<u>Southwest District</u>						
1972-73	4559	1,246	272	29.06%	22.72%	6.34%
1973-74	4604	1,175	45	25.77%	24.79%	.98%
1974-75	4786	1,369	182	29.74%	25.79%	3.95%
1975-76	5146	1,511	360	31.57%	24.05%	7.52%

FOUR - YEAR MEMBERSHIP SUMMARY
(Based on Certified Membership)

<u>Year</u>	<u>Certified Membership</u>	<u>New Member Adds</u>	<u>Net Gain or (Loss)</u>	<u>Gross Add % Factor</u>	<u>Deletion % Factor</u>	<u>Gain or (Loss) % Factor</u>
<u>Texas-Oklahoma District</u>						
1972-73	16,992	4,291	397	25.86%	23.47%	2.39%
1973-74	16,883	3,964	(109)	23.33%	23.97%	(.64%)
1974-75	16,871	3,995	(12)	23.66%	23.73%	(.07%)
1975-76	17,374	4,112	503	24.37%	21.39%	2.98%
<u>Utah-Idaho District</u>						
1972-73	3248	605	86	19.13%	16.41%	2.72%
1973-74	3415	859	167	26.45%	21.31%	5.14%
1974-75	3277	558	(138)	16.34%	20.38%	(4.04%)
1975-76	3215	544	(62)	16.60%	18.49%	(1.89%)
<u>Western Canada District</u>						
1972-73	2487	448	(37)	17.75%	19.22%	(1.47%)
1973-74	2537	504	50	20.27%	18.26%	2.01%
1974-75	2540	463	3	18.25%	18.13%	.12%
1975-76	2500	399	(40)	15.71%	17.28%	(1.57%)
<u>West Virginia District</u>						
1972-73	2259	419	10	18.63%	18.19%	.44%
1973-74	2268	432	9	19.12%	18.73%	.39%
1974-75	2268	418	---	18.43%	18.43%	---
1975-76	2276	393	8	17.33%	16.98%	.35%
<u>Wisconsin-Upper Michigan District</u>						
1972-73	7666	1,252	166	16.69%	14.48%	2.21%
1973-74	7702	1,269	36	16.55%	16.09%	.46%
1974-75	7836	1,262	134	16.39%	14.65%	1.74%
1975-76	7963	1,179	27	15.05%	14.71%	.34%



KIWANIGRAM



OFFICE OF THE PRESIDENT
STANLEY E. SCHNEIDER

January, 1977

Dear Governor:

By this time you have received the Certified Membership Figure for your district. Last year's Class of Governors did an outstanding job - - 27 districts had a gain in membership.

THERE IS THE CHALLENGE ! ! ! !

OUR GOAL FOR 1976-77 - - - - 300,000 KIWANIS MEMBERS AROUND THE WORLD.

We can do it as a TEAM, but I need your LEADERSHIP and that of your KEY people. You know from the New Member Add Reports each month exactly where your district stands.

1977 IS OFF AND RUNNING - - we are in the last nine months of our administrative year. Each month becomes more important as we strive to reach our goal. MEASURE YOUR PROGRESS MONTHLY - - KNOW WHAT HAS TO BE DONE EACH MONTH!

The time has arrived for - - BOLD STEPS - CREATIVE ACTION IN YOUR DISTRICT!

Enclosed for your review are the materials I have sent to your club presidents and lieutenant governors to assist in the total growth program in your district. We know from last year's class of Governors - - THAT THOSE WHO GAVE LEADERSHIP TO GROWTH AND PROMOTED THE NEW MEMBER ADD PROGRAM WERE LEADERS OF DISTRICTS ON THE PLUS SIDE.

GIVE ME YOUR LEADERSHIP IN GROWTH - FOLLOW THIS PLAN OF ACTION:

1. Contact each Lieutenant Governor:
 - a. Has each club in his division set a growth goal and returned the Diamond Membership Growth Award Entry Form?
 - b. What is the total growth goal for his division?
 - c. Where are the New Club sites in his division, who are the sponsors and what are the organizational dates?
 - d. Request a growth report from each division by the 15th of the month.
2. Inform your District Chairman about:
 - a. Promotional Growth Plans for the balance of the year.
 - b. Growth articles in your district publication.
 - c. Growth programs for the balance of the year - The Diamond Award, 27 in 77, and Presidents' Day.

TOGETHER WE WILL MAKE KIWANIS STRONGER THROUGHOUT THE WORLD AND REACH OUR MUTUAL GOAL - GROWTH OF YOUR DISTRICT AND 300,000 KIWANIANS WORLDWIDE!

cc: District Secretaries
District Chairman - M.G. & E.

Sincerely,

STANLEY E. SCHNEIDER
President



KIWANIGRAM



OFFICE OF THE PRESIDENT
STANLEY E. SCHNEIDER

Mr. Lieutenant Governor:

Time waits for no man - one quarter of our 1976-77 year is gone so I'll come right to the point.

My first concern is the continuing growth of Kiwanis in your division in established and in new clubs.

Do YOU know the growth potential in your division in the established clubs and new club sites?

NOW IS THE TIME FOR - BOLD STEPS! CREATIVE ACTION!

Each club president in your division has received the enclosed KIWANIGRAM, FREEWAYS TO GROWTH, PLAN OF ACTION and DIAMOND MEMBERSHIP GROWTH ENTRY form. I personally count on your continuous follow-through with each club president to assure the growth of your division.

The following plan of action will get results if YOU use it.

1. See that each club in your division sets a new member goal and returns the DIAMOND MEMBERSHIP GROWTH ENTRY form. Make sure you receive one from each club president.
2. Determine the sites for new clubs in your division. Secure sponsors and set organizational dates.
3. Contact each club president about growth -- be ready to assist with ideas and PERSONAL help in earning the DIAMOND AWARD for each club president in your division. Ask for a report each month on how many new members were added and work done on new clubs.

I have enclosed a form that will aid you in keeping a record of the growth of your division. Use it because your governor will be reporting to me on a regular basis as to the growth of your division and the district. He will want the information you compile on this report each month by the 15th.

TOGETHER WE CAN ASSURE THE GROWTH OF YOUR DIVISION AND REACH OUR MUTUAL GOAL OF 300,000 KIWANIS MEMBERS AROUND THE WORLD!

In my next KIWANIGRAM I will tell you of the RECOGNITION I have planned for you.

Sincerely,

STANLEY E. SCHNEIDER
President



KIWANIGRAM



OFFICE OF THE PRESIDENT
STANLEY E. SCHNEIDER

January, 1977

Mr. President:

BOLD STEPS! CREATIVE ACTION! This is the way to begin the 1977 portion of our administrative year.

Our **CHALLENGE** is to **REACH** 300,000 members worldwide.

HOW? Together we need 80,000 new members - that's our **GOAL** in the 1976-77 administrative year. Anything short of this goal will be unsatisfactory. This is **NOT** a plan to glorify Stan Schneider. Rather, it is to strengthen Kiwanis and make it a more viable organization for service around the world.

THIS CANNOT BE ACCOMPLISHED BY A FEW - - It will take your **LEADERSHIP** and the members of your club to reach this goal.

REACH the New Member Goal for your club as shown on the back page of the **FREEWAYS TO GROWTH** brochure.

RECOGNITION for your **LEADERSHIP** in reaching your New Member Goal - - - -

A DIAMOND

A **DIAMOND** in your Past President's or Distinguished President's pin if you qualify.

For the balance of our administrative year I strongly urge you to use all the suggestions in the **FREEWAYS TO GROWTH** brochure and the **PLAN OF ACTION** which are enclosed.

Any additional help you may need is available from:

YOUR LIEUTENANT GOVERNOR

YOUR DISTRICT CHAIRMAN

THE INTERNATIONAL COMMITTEE ON MEMBERSHIP GROWTH

THE GENERAL OFFICE

Our mutual desire for the growth of Kiwanis in your community is paramount. Reach your goal in growth each month - - **EARN** your diamond award.

TOGETHER we shall realize our **GOAL** for **KIWANIS** in your community and around the world.

Sincerely,

STANLEY E. SCHNEIDER
President

Proposed letter to New Members:

Mr. John B. Doe
Member
Kiwanis Club of Chicago, Illinois

Dear John:

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

Under the theme of "Lead the Way" we have two primary goals we desire to achieve in the 1976-77 administrative year, and you can help your club achieve these goals by your active participation.

Our first goal is the Major Emphasis Program; for the 1976-77 year, this is "Safeguard Against Crime." Your participation in this program can make your community safer for one and all. You will find that your active involvement in Kiwanis programs of this type can be a most rewarding experience.

Our second goal is to reach our goal of 300,000 Kiwanis members in this administrative year and make Kiwanis stronger around the world. You can help your club and Kiwanis in every community by proposing a friend, business associate, fellow church member, golfing partner, or other too numerous to list. If you are proposing a prospective member for your club, turn the proposal card (enclosed) in to your club's membership chairman. If you are proposing a prospective member outside your club's area, please send the card to Kiwanis International, 101 E. Erie Street, Chicago, Illinois 60611.

Help me Lead the Way in Safeguard Against Crime and the Growth of Kiwanis around the world and in your community.

Sincerely,

STANLEY E. SCHNEIDER
President
Kiwanis International

SES:dl
Enc.

P.S. The enclosed flyer reflects a few of our catalogue items available to Kiwanis members. They may be purchased on a cash basis for individual Kiwanians or charged to the club when ordered by the club secretary.

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

January 29 - February 2, 1977

Date of Committee Meeting: January 31, 1977

Place of Committee Meeting: General Office

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

1. Revocation of charters

The committee reviewed information provided by the Staff relating to the proposed revocation of charters and the following 43 charters are recommended to the Board for revocation:

Whyalla, Australia	Ritenour, Saint Louis County, Missouri
Conejo Valley, Thousand Oaks, California	Golden K, East Providence, Rhode Island
La Mirada, California	**Jefferson Township, New Jersey
Newark, Delaware	Youngmann, Tonawanda, New York
Franklin, North Carolina	*Duwamish Valley, Seattle, Washington
Marion, South Carolina	Grays Harbor, Hoquiam, Washington
Thorold, Ontario	Nooksack Valley, Washington
Bowdon, Georgia	Laflin, Wilkes-Barre, Pennsylvania
Greensboro, Georgia	North Warren, Pennsylvania
Northlake-DeKalb, Georgia	Montbello, Colorado
South Augusta, Georgia	Smoky Hill Trail, Aurora, Colorado
Colona-Green Rock, Illinois	Pecos, New Mexico
Lombard, Illinois	*Greater Beaumont, Texas
Oakford, Illinois	**Houston-Midtown, Texas
Concord, Elkhart, Indiana	**Northeast Houston, Texas
Saint Joe, Fort Wayne, Indiana	Olney, Texas
Hartford, Kansas	*Parkdale-Beaumont, Texas
Kingman, Kansas	Hurricane, Utah
Ranch Mart, Leawood, Kansas	Logan-Bridgerland, Utah
New Orleans, Carrollton, Louisiana	Homedale, Idaho
The Minnesota Valley, Burnsville, Minn.	Edmonton-Chimo, Alberta
Capital City, Jefferson City, Missouri	

* - Members joined other Kiwanis clubs

** - Charter being retired - membership joined other club

Recommendation #1:

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

I move that recommendation #1 be adopted.

(Adopted)

2.

The committee suggested that a listing be made of the clubs having charters revoked in order of year of organization. To be included are the dates of organization, organization membership, and last known membership. (Exhibit A)

The committee noted the action taken by the Board of Trustees of Kiwanis International-Europe revoking the charter of the Torino-Centro, Italy club as of October 9, 1976. The committee directed that this made a part of the official record of the meeting of this Board.

2. New Club Building Statistics 1975-76

The committee reviewed the final report of new Kiwanis clubs organized during the 1975-76 Administrative Year listing 399 clubs. This set a new all-time record for Kiwanis International exceeding that of 319 set in 1974-75.

Five districts also set new all-time records: Andean, Australia, California-Nevada-Hawaii, Florida, and Southwest.

3. Awards Recognition - Dallas Convention

The committee recommends that the five (5) districts establishing all-time records should receive special recognition in the form of a presentation during the 62nd Annual Convention in Dallas.

Recommendation #2:

The committee recommends that special recognition be awarded to the Andean, Australia, California-Nevada-Hawaii, Florida, and Southwest Districts for the establishment of all-time new club building records and that the presentations be made by Immediate Past President Ted R. Osborn to the Immediate Past Governors of these districts. The committee requests that the Committee on Convention allocate an appropriate time on the convention program for this recognition.

I move that recommendation #2 be adopted.

(Adopted)

4. New Club Building Statistics 1976-77

The committee reviewed the record of new Kiwanis clubs organized in 1976-77 and was pleased to note that the number is six ahead of 1975-76 as of the date of the report. Considerable discussion ensued and the committee is concerned by the pattern that has developed in several districts that do not appear to have an aggressive growth program. It is suggested that the Counselors assigned to districts showing a zero or only one club organized, make contact with the Governors and express their concerns, and inquire if there is anything they can do to help motivate the lieutenant governors to build new Kiwanis clubs.

To support this effort the committee has arranged for the Staff to prepare a listing by district of all communities with a population of 2,000 or more. This listing will reveal current Kiwanis, Rotary, and Lions clubs and show meeting times. Opportunities for Kiwanis expansion will be pointed out. This information will be made available to Counselors, Chairmen and Members of the International Committees on New Club Building, Governors, District Secretaries, Lieutenant Governors, District Chairmen on New Club Building, and the Field Service Staff.

It is further suggested that a special approach be made with the Governors-elect when they are in Chicago to point out where their respective districts stand on the ten-year comparison chart, and endeavor to impress on these district officers the need for a positive program during the year ahead to strengthen the growth picture of their districts.

5. Senior Citizens' Clubs (Golden K)

Previous action of this Board directed the Staff to prepare guidelines relating to the formation of Kiwanis Golden K clubs. These guidelines were prepared and submitted to all members of the Board. The committee reviewed these suggested guidelines and, with a few minor changes, approved as submitted. The committee did request that places be provided for the president and secretary of a new Kiwanis club to sign certifying that the guidelines were read to the new club on the date of organization.

Attached as Exhibit B is a copy of the "Guidelines for Sponsorship of Kiwanis Clubs Comprised Largely of Senior Citizens (Golden K)." A copy of these guidelines is to be included in all New Club Building Kits.

Exhibit C is a copy of the "Certification Form for New Kiwanis Clubs Comprised of Senior Citizens (Golden K)" which is to be read to all assembled during the organization meeting of the new club. A copy is to be included in the official organization supplies.

Recommendation #3:

The committee recommends that the "Guidelines for Sponsorship of Kiwanis Clubs Comprised Largely of Senior Citizens (Golden K)" be included in all New Club Building Kits, and a copy of the "Certification Form for New Kiwanis Clubs Comprised of Senior Citizens (Golden K)" be included in the official organization supplies and read to all assembled on the date of organization.

I move that recommendation #3 be adopted.

(Adopted)

6. New Club Building Promotion 1977-78

The committee reviewed the promotional endeavors of Mort Freedman and Erwin "Chic" Greenberg, Chairmen respectively for Worldwide East and Worldwide West, and they are in accord that a trophy be presented in recognition of New Club Building efforts during 1977-78. The suggested award, to be known as the Gladman 500, is an appropriate one and the criteria will be similar to that currently being awarded in the Stanley Cup Award promotion.

Recommendation #4:

The committee recommends that a trophy be presented to the builders of new Kiwanis clubs in the 1977-78 administrative year based on the criteria suggested by the Chairmen of the International Committees on New Club Building Worldwide East and Worldwide West.

I move that recommendation #4 be adopted.

(Adopted)

7. Close-off Date at end of Administrative Year

The committee is of the opinion that a close-off date must be established for each administrative year so that the records might be completed for a given year. The

committee realizes the time needed for information to be relayed to the General Office from Overseas areas and, therefore, recommends that the date of October 31 of each year be considered as the close-off date.

Recommendation #5:

The committee recommends that the close-off date for receiving information of the organization of new Kiwanis clubs be established as October 31. In the event that October 31 is not a business day in Chicago, the next business day following October 31 should be the close-off date. All information must be received in the General Office in Chicago by that date to be included in the preceding year's record. All information received following that date shall become a part of the record for the current administrative year. To qualify the official organization meeting must have been held prior to midnight September 30.

I move that recommendation #5 be adopted.

(Adopted)

Respectfully submitted

CARL F. MILLER

DOUGLAS WASSON

JACK P. DELF, Chairman

CHARTERS TO BE CONSIDERED FOR REVOCATION AT THE JANUARY 31, 1977 MEETING OF THE
BOARD COMMITTEE ON NEW CLUB BUILDING

<u>Club</u>	<u>Organization Date</u>	<u>Organization Membership</u>	<u>Last Known Membership</u>
Thorold, Ontario	November 20, 1936	27	20
Oakford, Illinois	September 25, 1946	25	15
Ritenour, Saint Louis County, Missouri	September 7, 1948	26	14
Parkdale, Beaumont, Texas	April 6, 1949	26	8
Homedale, Idaho	May 9, 1949	33	13
Northeast Houston, Texas	June 12, 1949	25	13
Newark, Delaware	November 30, 1949	30	8
La Mirada, California	October 10, 1957	27	14
Lombard, Illinois	May 14, 1958	35	7
Ranch Mart, Leawood, Kansas	October 15, 1958	27	14
New Orleans, Carrollton, Louisiana	November 30, 1961	26	12
Hartford, Kansas	January 26, 1965	35	26
North Warren, Pennsylvania	April 25, 1967	31	16
Greater Beaumont, Texas	May 14, 1969	30	5
Franklin, North Carolina	May 4, 1970	27	7
Jefferson Township, New Jersey	September 21, 1970	27	10
Houston-Midtown, Texas	September 25, 1970	25	10
Conejo Valley, Thousand Oaks, California	February 11, 1971	28	11
Duwamish Valley, Seattle, Washington	April 13, 1971	27	15
Edmonton Chimo, Alberta	December 14, 1971	26	14
Northlake-DeKalb, Georgia	January 12, 1972	27	7
Montbello, Colorado	January 26, 1972	25	11
Colona-Green Rock, Illinois	April 3, 1972	34	14
Whyalla, Australia	August 26, 1972	25	9
Logan-Bridgerland, Utah	September 20, 1972	26	17
Capital City, Jefferson City, Missouri	March 8, 1973	21	5
Concord, Elkhart, Indiana	June 20, 1973	20	12
Grays Harbor, Hoquiam, Washington	August 2, 1973	21	5
Bowdon, Georgia	September 27, 1973	23	10
Kingman, Kansas	October 9, 1973	21	10
Laflin, Wilkes-Barre, Pennsylvania	November 8, 1973	21	21
Smoky Hill Trail, Aurora, Colorado	May 29, 1974	20	6
Olney, Texas	June 7, 1974	20	17
Hurricane, Utah	November 26, 1974	24	24
The Minnesota Valley, Burnsville, Minn.	January 9, 1975	20	20
South Augusta, Georgia	February 12, 1975	29	27
Pecos, New Mexico	February 18, 1975	21	22
Youngmann, Tonawanda, New York	February 27, 1975	20	11
Nooksack Valley, Washington	April 23, 1975	22	15
Marion, South Carolina	May 19, 1975	23	13
Golden K, East Providence, Rhode Island	May 30, 1975	20	15
Saint Joe, Fort Wayne, Indiana	July 2, 1975	20	22
Greensboro, Georgia	September 4, 1975	26	26

GUIDELINES FOR SPONSORSHIP OF KIWANIS CLUBS COMPRISED LARGELY OF SENIOR CITIZENS
(Golden K)

The opportunity exists in many areas to extend Kiwanis membership to a segment of the population not presently being reached by established clubs and, at the same time, to sponsor a new Kiwanis club.

In many instances the senior citizens will be retired. Nothing would preclude a businessman from joining while still active in his business.

It must be completely understood both by the members of the sponsoring club and potential members for a new club, that all Kiwanis clubs are organized under the Standard Form for Club Bylaws and that the same policies and regulations govern all new Kiwanis clubs alike.

As in all Kiwanis clubs each member is expected to be involved in the activities of his club and to be regular in attendance. This should be of prime consideration when exploring the potential for a new club comprised of senior citizens. Should most of the potential members be on social security or a tight budget, there is a greater chance for failure than in areas where finances are not of serious concern. It is not recommended to form clubs in homes for the aged or in rest homes. Working with senior citizens in rest homes could be a part of the committee programs of your club under Citizenship Services or Support of Spiritual Aims.

In many communities there are multiple clubs. These clubs are designated by the words "breakfast", "luncheon", "downtown", or a section of the community or geographical area. In determining a name for a club made up of senior citizens there has been an occasional objection to the words "senior" or "retiree" and no specific area was involved. In these instances approval has been given to naming the club "Golden K (community name and state or province)." These clubs are identical to all other new Kiwanis clubs in all respects.

The purpose of a club comprised primarily of senior citizens is not to give something materially to these retirees, but to give them the opportunity to add additional purpose to their retirement -- the opportunity to be of service, perhaps to other retirees not as fortunate as themselves, or to work along with representatives of the sponsoring club in service and fund-raising activities.

So that no misunderstanding might exist, the following items are brought to the attention of the sponsoring committee. The club must:

1. Hold weekly meetings and maintain an atmosphere of good fellowship within the club.
2. Work to maintain and increase membership.
3. Meet its financial obligations to International and District.
4. Participate in district and division activities.
5. Report regularly on the prescribed basis.
6. Perform as a service club in conducting service activities.

7. Retain monies received from fund-raising activities for service projects with no diversion of funds for administrative purposes.
8. Hold annual election of officers as prescribed by the Standard Form for Club Bylaws.

With a complete understanding that a new Kiwanis club of senior citizens must adhere to the same policies that govern all established Kiwanis clubs, the following are the basic steps to building a new club:

1. If the club is to be located in a retirement home or community, there is usually a Supervisor or Director who is related to the area. This Supervisor, Director, Recreational Leader, or other person should be consulted and advised of the plans being formulated to form a senior citizens' club in the area. The leader's cooperation and assistance would also be valuable in contacting potential members. He may also be a potential club member.
2. Notify the lieutenant governor of plans to form a new club and request his participation.
3. Arrange a meeting with as many prospects as possible. Tell the Kiwanis story of service to the community. Have suggested projects in mind for the new group in which to participate.
4. Make certain that the potential exists for replacing members due to sickness and advanced age.
5. Have the petition signed and the Applications for Membership completed on the first visit.
6. The matter of an entrance fee rests with the Board of Directors of the sponsoring club.
7. The sponsoring club may pay the \$100 charter fee from its activity account.
8. Dues probably should be held to a minimum. 50¢ per week is suggested as the minimum as the club will need funds to meet International and district dues. Other administrative costs of the club could be held to a minimum.
9. A meal function is not essential. There are situations where a cafeteria is available that the senior citizens use daily. A regular meeting could be held in another room. The club could meet for a mid-morning or mid-afternoon coffee break.
10. When twenty applications have been completed the General Office in Chicago should be advised so that the date for organization might be determined and a Field Service Representative or an Accredited Representative assigned to officially complete the new club.
11. Should additional financial assistance be given the club, then these funds would come from the administrative account of the sponsoring club. Other Kiwanis clubs in the division may share the expense of Charter Night gifts on a pro-rata basis.

CERTIFICATION FORM FOR NEW KIWANIS CLUBS COMPRISED OF SENIOR CITIZENS
(Golden K)

(To be read to all assembled during the organization meeting of the new club)

As final preparations are made for the organization of a new Kiwanis club, it must be completely understood that all clubs are formed under the same procedures and rules, and a club comprised of senior citizens is identical in all respects to all other Kiwanis clubs. The policies and regulations of both Kiwanis International and the district apply in all instances.

Though membership may be comprised primarily of senior citizens, and, in most instances retired individuals, there is nothing to preclude a businessman from joining while still active in his business. A minimum of 20 members is required for organization.

Kiwanis is a service organization, not a social club. In many communities there are multiple clubs. These are designated by the words "breakfast", "luncheon", "downtown", or a section of the community or geographical area. In determining a name for a club made up of senior citizens there has been an occasional objection to the words "senior" or "retiree" and no specific area was involved. In these instances approval has been given to naming the club "Golden K, (community name and state or province)."

The club must hold weekly meetings and should work constantly to maintain an atmosphere of good fellowship within the club. As in all Kiwanis clubs each member is expected to be involved in the activities of his club and to be regular in attendance.

The Standard Form of Club Bylaws is to be reviewed and appropriate actions are to be taken.

Kiwanis International is an organization governed by representatives of its clubs. The club officers are expected to participate in district and division activities. All members are requested to be involved in inter-club visits as time and transportation will permit. It is expected that the club will be represented at conventions of Kiwanis International and the district.

The club secretary shall complete and forward as designated the Official Monthly Reports as well as all other reports required by International, the district, or the division.

An annual election of officers shall be held as prescribed by the Standard Form of Club Bylaws.

Each club establishes its own membership fee paid upon a man's acceptance as a member. Annual dues are determined to cover the cost of club administration and to meet International and district dues. A minimum of 50¢ per week is suggested. District and International dues cover the cost of the many services that each renders to clubs and Kiwanis members.

Monies received from fund-raising activities are for service projects only, with no diversion of funds for administrative purposes other than those related to properly administering the fund-raising activity.

No processing fee is charged for new members reported as of the date of organization. Any member not listed on the Permanent Organization Report will be subject to the established fee.

Kiwanis is a voluntary organization. Clubs choose their own members. Every possible effort shall be made to increase membership in the club and, particularly, to replace members who cannot be active due to illness or advanced age.

We the undersigned do hereby certify that the guidelines relating to Kiwanis clubs comprised of senior citizens were read to all assembled on the date of organization of this new Kiwanis club.

New Club President

New Club Secretary

Official Representative

Date

One copy to be forwarded to the General Office in Chicago along with the official papers.

One copy is to remain with the secretary of the new Kiwanis club.

One copy is to be retained by the Official Representative or given to the representative from the sponsoring club.

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

January 29-February 2, 1977

Date of Committee Meeting: January 29-30, 1977

Place of Committee Meeting: General Office

Present: Members - Paul Chandler, Steve Hart, Egon Kuzmany
Chairman - Ted R. Osborn

Staff Members - Alonzo J. Bryan, R. Detloff, R.P. Merridew, L.A. Hapgood

I. Overseas Extension October 1976 to February 1977. The committee heard a report by Bob Detloff on new club building overseas since its last meeting.

Good growth continued during the period in the Philippines and Europe. However, the committee noted with concern that only two clubs have been organized since October in Latin America despite the full time efforts of a Field Service Representative.

II. Review of Presidential Overseas Travel Policies. The committee reviewed a working paper prepared by staff concerning overseas travel. It noted that then President Ted Osborn spent 48 days of his presidential year in overseas travel; then President-Elect Stan Schneider spent 40 days in overseas travel and Treasurer Bill Solberg spent 5 days. To allow greater latitude in future travel arrangements the committee recommends that current policy regarding representation at overseas district conventions be changed:

Recommendation #1:

The committee recommends that representation be provided to all non-federated district conventions outside of the U.S. and Canada and to the Asia-Pacific Conference. If in any instance the attendance of a staff person would be appropriate, such appointment would be considered.

I move that recommendation 1 be adopted and that this be referred to the Committee on Laws and Policies to be included in Policy for Overseas Extension.

(adopted)

III. Extension Into New Countries: The committee reviewed an offer made by the Kiwanis Club of Georgetown, Washington, D.C. to organize clubs in Iran.

The committee also considered an offer by a member of the Kiwanis Club of Stevenage, England, to organize and service a club on Mauritius, a large island in the Indian Ocean east of Africa. An offer has also been received from the Immediate Past Governor of the Benelux-France-Monaco District, Claude Berr, to organize a club on Reunion, which is near Mauritius. Mauritius is a member of the British Commonwealth and Reunion is a Department of France. Since it appears that these clubs can be organized and serviced economically and that the clubs can function well with good growth prospects, the committee recommends:

Recommendation #2:

The committee recommends that extension into Iran, Mauritius and Reunion be approved.

I move that recommendation 2 be adopted.

(adopted, there were two negative votes)

The committee also considered extension possibilities into India and the Faroe Islands, and decided that further research is needed before any recommendation can be made.

It was brought to the committee's attention that several leads are being developed for organizing clubs in Turkey, and that some question has arisen regarding whether clubs there are to be served directly by Kiwanis International or by Kiwanis International-Europe. Since Turkey is predominantly in Asia and is not included in the specified territory of Kiwanis International-Europe, the committee offers:

Recommendation #3:

The committee recommends that extension into Turkey be approved and that clubs there be served directly by Kiwanis International.

I move that recommendation 3 be adopted.

(adopted)

IV. Overseas Key & Circle K Clubs. The committee reviewed current policies regarding overseas Key and Circle K Clubs. Note was made that Key and Circle K Clubs in the Philippines, Australia and New Zealand have many members and seem to function well. It was also pointed out that some overseas Kiwanis clubs have voiced objection to current policies in this regard. The committee, however, took no action in this matter, since it is being handled by the Key and Circle K Club committees.

V. Representation at Kiwanis International-Europe February Board Meeting.

It was noted that President Stan Schneider has appointed Egon Kuzmany to represent Kiwanis International at the February meeting of the Kiwanis International-Europe Board.

VI. Extension Manager Field Trip. Bob Detloff reported on existing clubs in Nigeria and the work already started on clubs in 15 other locations in Nigeria, Cameroon, Ghana and Liberia. He also presented a tentative itinerary for a trip thru these areas. An allocation for field trips is included in the Overseas Extension Budget. In order to assist the existing clubs and to help organize other clubs, the committee recommends the following:

Recommendation #4:

The committee recommends that Extension Manager Robert Detloff be authorized to make a field trip to West Africa.

I move that recommendation 4 be adopted.

(adopted)

VII. Paramaribo Affiliation to E.C. & C. District. The committee next reviewed an official request received from the Paramaribo, Surinam club that it be attached to the E.C. & C. District. In light of the fact that the E.C. & C. District is the only district feasible for affiliation from a proximity standpoint, and since the languages of the club are English and Dutch, the committee looked with favor on the request in order to supply needed service to the club. However, official notification has not been received that the E.C. & C. District will accept this club. Therefore, the committee recommends:

Recommendation #5:

The committee recommends that: 1) The Governor of the E.C. & C. District be officially advised of the letter from the Kiwanis Club of Paramaribo, Surinam, requesting that the club be affiliated to the district. 2) The Governor of the E.C. & C. District be asked to indicate the district board's action on this request, and 3) The Kiwanis Club of Paramaribo, Surinam be advised that the matter is under consideration and the formal action will be taken when the Board of Kiwanis International convenes in April, 1977.

I move that recommendation 5 be adopted.

(adopted)

VIII. Preparation for New Districts. The committee heard a report that good progress is being made in preparation for the creation on October 1, 1977 of new Districts in Japan and the Republic of China.

The governors-elect of both new districts plan to attend the governors-elect conference. The district organizing conventions will be held September 1 to 3 in China and September 13-14 in Japan. The Asia-Pacific Conference which will be held in Manila in conjunction with the joint conventions of the Philippine Districts, is scheduled for September 7 to 11.

Recommendation #6:

The committee recommends that a staff member be appointed to attend and assist the district organizing conventions of Japan and the Republic of China and the 1977 Asia-Pacific Conference in Manila.

I move that recommendation 6 be adopted.

(adopted)

IX. Co-sponsorship & "Twinning" Programs. In reviewing these programs the committee saw the possible confusion arising from the use of the terms "co-sponsor" and "twinning" in matching a founding country club to a new overseas club. The committee recommends:

Recommendation #7:

The committee recommends that the term "associate sponsor" be used to describe a founding country club when it accepts an assignment from the Extension Department to purchase charter gifts for and develop continuing contact with a new overseas club.

I move that recommendation 7 be adopted.

(adopted)

Several disadvantages of the current twinning program with new European clubs were pointed out, including high European tariffs, lack of interest by many European clubs, and lack of need. Therefore the committee recommends:

Recommendation #8:

The committee recommends that the twinning program administered by the Extension Department between a founding country club and a new club in Europe be discontinued.

I move that recommendation 8 be adopted.

(adopted)

X. Governors-elect program. The committee next reviewed the special translation and hospitality arrangements being planned for overseas governors especially for those from districts being represented for the first time. The committee considers it imperative that everything be done to make the overseas governors-elect feel that the conference is worthwhile.

XI. Overseas Conventions. The committee wishes to point out that overseas Kiwanians have expressed interest in having some future International conventions outside the U.S. and Canada. We pass this expression to the Convention Committee for its consideration.

XII. Kiwanis International-Europe Proposal: The committee next turned to the Kiwanis International-Europe proposal as prepared by Walter Frueh.

The committee, working in conjunction with staff, has prepared a Working Paper on the Relationship of Kiwanis International and Kiwanis International-Europe. This is attached as Exhibit "A".

Recommendation #9:

The committee recommends that the Working Paper on the Relationship of Kiwanis International and Kiwanis International-Europe attached as Exhibit "A" be approved as a basic premise for the purpose of further discussion between the Kiwanis International-Europe Board and the Board of Kiwanis International.

I move that recommendation 9 be adopted.

(adopted)

Respectfully submitted,

PAUL CHANDLER

STEPHEN H. HART, JR.

EGON KUZMANY

TED R. OSBORN, Chairman

WORKING PAPER ON THE RELATIONSHIP OF
KIWANIS INTERNATIONAL AND KIWANIS INTERNATIONAL-EUROPE

The Kiwanis International Board of Trustees continues to give its undivided attention to the development of ways and means by which clubs everywhere can be equal in terms of benefits and responsibilities, with due respect for customs, mores and traditions.

It is evident that the Boards of KIE and KI are cooperating in efforts to achieve this result. The work of Walter Frueh on behalf of the Board of KIE is much appreciated.

Much progress is evidenced in the latest proposals presented to both the Board of KIE and to the Board of Trustees of Kiwanis International for their full consideration.

There is agreement on the following four basic principles:

1. All clubs have equal status in Kiwanis
2. The continuing existence of Kiwanis International-Europe is assured
3. Kiwanis International has the same obligation to service clubs in KIE as it has to service clubs anywhere else in the Kiwanis world
4. All clubs should pay equal dues to Kiwanis International as stated in the Constitution and Bylaws of Kiwanis International

The challenge and opportunity which the Kiwanis International leadership now faces is to build on what has already been accomplished, resolving any differences as they may become evident with the full cooperation and involvement of the Board of KIE.

This final result may take several steps. Hopefully, a working arrangement can be achieved no later than October 1, 1978.

In the light of Walter Frueh's latest proposals which have been reviewed by the Board of KIE and are under full study by the Board of Kiwanis International, the following are general areas needing continuing consideration:

1. How Kiwanis International will carry out some of its overall administrative functions using the personnel and facilities of the KIE office, needs further study. This matter will undoubtedly be reviewed in depth as joint consideration is given by both the Board of KIE and the Board of Kiwanis International on financial arrangements.
2. The member of the Kiwanis International Board who has residence in Europe is without question a full member of the Kiwanis International Board and is obligated to consider all matters coming before the Kiwanis International Board which relate to every aspect of the functioning of Kiwanis worldwide. At the discretion of the President and the Board of Kiwanis International, he may or may not be assigned as the Counselor to Kiwanis International-Europe. The role of this Board member must be fully understood and where any possible misunderstandings may exist, they should be completely clarified to the satisfaction of all concerned. The Board of Kiwanis International would welcome any inquiries on this subject.

3. It is the continuing policy of Kiwanis International to consult with the leaders of clubs and administrative units of all types to ascertain what may be in the very best interest of each and every Kiwanis club and administrative unit, no matter where they exist worldwide. Every Kiwanis club and every administrative unit is encompassed by Kiwanis International.

It is, therefore, a part of the total understanding of KIE that the Kiwanis International Board will consult with the KIE Board before making important decisions related to new initiatives administratively or in program emphases or procedures which affect the language problems, the nationalistic problems, the political differences, as well as the mores, customs and traditions of clubs in KIE. This is the same responsibility which the Board of Trustees of Kiwanis International has to every other part of the Kiwanis world.

Should this positive statement need clarification, or if it needs further amplification including greater details in terms of the relationships between KIE and KI as KIE leadership views it, such questions should be raised.

4. Finances as related to income, sources of this income for KIE (including any part of dues paid by KIE members to Kiwanis International needed to support the budget agreed to for any one administrative year), expenses of KIE management as shown by agreed-upon budgets, need continuing study and review by leadership of both KIE and KI.

As the time approaches for the beginning of the implementation of the working arrangement between KIE and KI signified by the payment of dues to KI as stated in the KI Constitution and Bylaws, specific budgets must be worked out by the leadership of KIE and KI. Some finance guidelines must be formulated by both KIE and KI during this interim period. However, the final draft of the first budget agreed to jointly, as operative for the first administrative year of the working arrangement, will need to be completed early in the administrative year of 1977-78.

5. As the review of positive procedures for the future of KIE continues, progress will be noted in the minutes of the Board of Kiwanis International with the same basic agreed-upon principles also appearing in the minutes of the Board of Kiwanis International-Europe. These agreed-upon operating procedures will be binding upon Kiwanis International and, as has been the constant policy of the Kiwanis International Board, no adjustments in these procedures will be made without continuing consultation with the leadership of Kiwanis International-Europe.

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

January 29-February 2, 1977

Dates of Committee Meeting: January 29 and January 30, 1977

Place of Committee Meeting: General Office

Present: Members - Ralph C. Keyes, Carl F. Miller

Chairman - Merald T. Enstad

Staff Members - Gerald R. Jindra, A.G. Terry Shaffer, Percy H. Shue

I. Progress Report - Current Major Emphasis Program

The Committee studied the progress of the current Major Emphasis Program and feels that an additional impetus may be added to stimulate additional club participation in the MEP effort. The Committee therefore requested Staff to prepare details of a project similar to the "Citizenship Quotient" (CQ) effort of a few years ago, tailored to fit the current Major Emphasis Program, and present this information to the Committee at its next meeting.

II. Report of the 1977-78 Program Planning Conference

The Committee reviewed the Joint Report of the Committees on Citizenship Services and Youth Services which resulted from the 1977-78 Program Planning Conference held in the General Office on January 13-14, 1977. That report is attached as Exhibit A. The Services Group listed, in order of priority, seven topics which they considered worthy of further research by their committees and staff. The Committee reviewed each of these areas and requests that the following be researched:

HANDICAPPED (mental, physical, social, emotional and cultural)

CAREER AND EDUCATIONAL GUIDANCE

CITIZENSHIP RESPONSIBILITY (individual's responsibility toward
his fellow man and the community at
large, cultural heritage)

The Committee agrees that past Major Emphasis Programs should be a part of recommended activities, and that appropriate resource materials be kept current.

The Committee concurs in the recommendation that research and development of all Major Emphasis Program possibilities should include consideration of, and input from, the "K Family" in project planning and implementation.

The Committee feels that the "Save-A-Life" program of hypertension screening, which began in the Florida District and has been implemented in other areas, is a most successful effort and should be recommended to clubs as a worthwhile locally sponsored program. Staff was requested to prepare a support bulletin outlining possible steps for implementation at the local level, to be made available to clubs upon request.

III. The 1977-78 Major Emphasis Program

The Committee concurs with the recommendation of the Joint Services Group that the Safeguard Against Crime program, with a specific focus upon youth, be the 1977-78 Major Emphasis Program. President-elect Maury Gladman addressed the Committee and expressed his hopes that "Phase II" - the second year - of the Safeguard Against Crime Program would address itself to education of youth in respect for the law, law enforcement, and the judicial system.

Recommendation #1:

The Committee recommends that the 1977-78 Major Emphasis Program be SAFEGUARD AGAINST CRIME - II, with the emphasis directed toward youth.

I move that recommendation 1 be adopted.

(adopted)

The Committee considered various suggestions relating to providing awards as incentives for participation in the Major Emphasis Program. The Committee believes that because of the wide spectrum of activities which could be related to the Major Emphasis Program, it would be extremely difficult to measure participation for the purpose of awards.

IV. The 1977-78 Theme and Objectives

The Committee strongly felt that a Theme which would continue to emphasize personal challenge, personal responsibility and personal service on the part of all Kiwanians should be continued.

Recommendation #2:

The Committee recommends that the 1977-78 Theme be REACH OUT.

I move that recommendation 2 be adopted.

(adopted)

Recommendation #3:

The Committee recommends that the 1977-78 Objectives be as follows:

REACH OUT

- FOR DEEPER UNDERSTANDING - of the human and the spiritual values of life
- FOR EXCELLENCE - of purpose and performance in community service
- FOR GREATER EFFECTIVENESS - in safeguarding life and property by working directly with youth
- FOR PERSONAL INVOLVEMENT - with sponsored youth organizations
- FOR SUSTAINED GROWTH - in numbers and in service and in fellowship throughout the world

I move that recommendation 3 be adopted.

(adopted)

The Committee approved, in concept, the continuation of the plan to distribute an audio-visual set of the President-designate's Presentation of the 1977-78 Theme, Objectives and Major Emphasis Program in Dallas. A set of slides, accompanying cassette, and offset script will be sent to each Governor-elect, District Office, and 1977-78 Lieutenant Governor, with a supply retained by the General Office for use as replacements. Staff feels that 750 sets will be sufficient, and the cost is not expected to exceed \$3,200. The Committee authorized Staff to proceed within the Program Development budget.

V. Builders Clubs (Progress Report)

The Committee was briefed by Staff on the progress and continued success of the Builders Club program, noting that as of January 28, 1977 a total of 148 Builders Clubs have been chartered.

The Committee discussed the purpose of the annual \$25.00 sponsorship fee and will further study the use of such an annual fee, its amount, and possible benefit to the program.

VI. International Goodwill Week (Title and Date Change)

The Committee reviewed the success of the first annual observance of International Goodwill Week which was held October 24-30, 1976. The basic purpose of the week is to encourage clubs to establish a permanent relationship with other clubs in other parts of the Kiwanis world. Staff informed the Committee that while the event was well received, the October observance was hampered due to the late November availability of the 1976-77 Kiwanis International Directory.

The Committee also discussed the need for a more appropriate title for the observance.

Recommendation #4:

The Committee recommends that the title of International Goodwill Week be changed to "World-wide Kiwanis Week." Further, it is recommended that the designated week include the Kiwanis anniversary date of January 21.

I move that recommendation 4 be adopted.
(adopted)

VII. Keywanettes Program (District Structure)

The Committee continued discussions concerning Keywanettes district structure, including a request from the California-Nevada-Hawaii District for modifications of the guidelines heretofore approved by this Board. The ensuing discussion led to the belief by the Committee that the so-called "pilot program" be terminated in reference to said district, and that said district be totally responsible for management and control of its Keywanettes program.

Recommendation #5:

The Committee recommends that the California-Nevada-Hawaii Keywanettes District Project be hereby terminated as a pilot program, and that said California-Nevada-Hawaii District of Kiwanis International in compliance with Board Policy C30-D, shall be solely responsible for the organization, management and control of the present Keywanettes District structure.

I move that recommendation 5 be adopted.

(adopted. Trustee Roberts voting no)

VIII. Kiwanis Law Enforcement Career Camp

The Committee studied a summary of the Kiwanis Law Enforcement Career Camp, sponsored by the Indiana District. Vice-President Ralph C. Keyes also reviewed a similar project which was gained wide acceptance in the Michigan District. Staff was requested to formulate a support bulletin on the subject which will be available for clubs.

IX. Summary of MEP Club Activities During 1975-76

The Committee reviewed with much interest the Summary of Major Emphasis Programs Club Activities During 1975-76, as summarized from Part I of each club's 1975-76 Annual Club Report. A copy of that Summary is attached as Exhibit B.

Respectfully submitted,

RALPH C. KEYES

CARL F. MILLER

MERALD T. ENSTAD, Chairman

JOINT REPORT OF THE 1977-78 COMMITTEES
ON CITIZENSHIP SERVICES AND YOUTH SERVICES

JANUARY PROGRAM PLANNING CONFERENCE
January 13-14, 1977
GENERAL OFFICE

The 1977-78 Committees on Citizenship Services and Youth Services hereby present this joint report regarding Major Emphasis Program Planning to the Kiwanis International Board of Trustees.

The Kiwanis International Board of Trustees should be informed that the above Committees fully considered and carefully reviewed all resource material submitted to them in the development of these recommendations.

It is recommended to the Board of Trustees that the concept of "Safeguard Against Crime" be the subject of the 1977-78 Major Emphasis Program.

It is further recommended that the Board of Trustees give consideration to continuing some inventive phase of this program during the 1978-79 year, based upon the club and district response and acceptance.

The Committees strongly agree that the GREATER YEARS and the YOUNGER YEARS programs should be updated and improved to continue their success and promoted actively through the K Family as important and meaningful project possibilities for local clubs, though not specifically as Major Emphasis Programs.

The Committees recommend the following areas for further research and development in light of future Major Emphasis Program possibilities, listed in order of priority:

1. Handicapped (mental, physical, social, emotional and cultural)
2. Concern for Family Health (venereal disease, hypertension, perinatal, drugs, alcohol, cancer screening and prevention programs)
3. Respect for Life and Property ((other than crime)) (respect for private and public property - i.e., littering; respect for individual rights; educational programs for changing attitudes)
4. Career and Educational Guidance
5. World Hunger
6. Improvement of Family Life (moral and spiritual aspects, child abuse, working mothers, single parents, home safety, violence)
7. Citizenship Responsibility (individual's responsibility toward his fellow man and the community at large, cultural heritage)

In the research and development of these Major Emphasis Program possibilities, consideration should be given to the possible role of the entire K Family in the implementation of the selected and approved Major Emphasis Program(s).

Respectfully submitted,

1977-78 Committee on Citizenship Services

DR. G. BRUCE BARTELS
ARTHUR J. DeLORENZO
GLENN A. CLAYBAUGH, PH.D., Chairman

1977-78 Committee on Youth Services

NEIL R. GERHART
JACK E. McGRAW
DONALD R. HEVEL, SR., Chairman

OVERALL INVOLVEMENT OF KIWANIS CLUBS IN THE 1975-76
MAJOR EMPHASIS PROGRAMS OF KIWANIS INTERNATIONAL

THE YOUNGER YEARS and THE GREATER YEARS

October 1, 1975 - September 30, 1976

In tabulating the statistical section of the 1975-76 Annual Club Achievement Reports of 4,960 Kiwanis Clubs, it has been found that ---

\$16,225,744.00 was netted by Kiwanis Clubs through fund-raising projects in their communities
\$16,909,279.00 was expended by Kiwanis Clubs in community service activities
\$ 2,543,302.00 was granted or loaned to students by individual Kiwanis Clubs

Listed below are the two Major Emphasis Programs of Kiwanis International during the 1975-76 administrative year and a statistical summary of club activities under each Program.

THE GREATER YEARS

(A Program on behalf of the aging)

\$1,996,469.00 was expended by clubs on behalf of the aging

20,393 projects involving services to the aging were performed
2,685 projects of visitations to the elderly took place
2,328 senior citizens worked with Kiwanis clubs in service projects
2,181 events were sponsored for the aging
2,121 projects providing transportation to the elderly were held
1,505 projects were completed which provided meals for the elderly
1,130 clubs provided direct financial assistance to needy senior citizens
556 projects of telephone reassurance were completed
490 planning for retirement seminars were held
334 clubs secured discounts for those persons over 65 years of age

THE YOUNGER YEARS

(A Program on behalf of children with learning disabilities)

\$1,170,004.00 was expended by clubs on behalf of children with specific learning disabilities

38,756 pre-school children were screened by Kiwanis-initiated local projects to identify children with specific learning disabilities
9,343 service projects on behalf of learning disabled children were reported during the year
8,539 Kiwanis club meeting programs were held on the subject of learning disabilities
1,606 Kiwanis-initiated community educational programs on learning disabilities were held
1,465 projects involved purchase of equipment or materials for school learning disabilities programs
1,419 projects were performed involving distribution of educational materials on learning disabilities
1,009 projects involved learning disabled children in group activity.
914 clubs established and maintained a liaison with the nearest parent-professional group (such as an ACLD chapter)
853 projects involved funding of special training in learning disabilities for students or teachers
785 screening programs were initiated or supported by clubs to identify children with specific learning disabilities
523 projects were held to provide transportation of learning disabled children to special classes, facilities, etc.

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

January 29-February 2, 1977

Date of Committee Meeting: January 30, 1977

Place of Committee Meeting: General Office

Present: Members - E. B. McKittrick, Drew M. Petersen, M.D.
Chairman - Dwight F. Gallivan
Staff Members - Thomas W. Fitzgerald, Richard A. Misch, Frank J.
Schwerthoffer

SUPPLIES

The committee reviewed the 12 Kiwanis Supplies flyers that were produced and mailed during the first four months of the 1976-77 administrative year. Four of the flyers were produced in four colors.

It would seem that this year's catalog and the promotional flyers produced have had a positive effect on sales. At December 31, 1976, the supplies sales were running ahead of last year's all time sales records by \$48,000.

Several new supplies items were presented to the committee for consideration.

The items shown were:

A pen with invisible marking fluid. The markings made by this pen become visible only when placed under a "black" light.

New plastic luncheon badges. Two of these badges are already in the catalog and are available to clubs. The third badge is being considered for use with the club name imprinted on the badge and a new style sports visor with Kiwanis embroidered emblem.

A letter to be sent to new Kiwanians was reviewed by the committee. In conjunction with this letter, a flyer is being prepared. This flyer is to be in four colors and will show a number of supplies items which will be of interest to new Kiwanis members.

We understand that since this promotion will also benefit membership that the mailing and other preparation costs will be shared equally by Supplies and Membership Departments.

A letter from Past President Ted Osborn regarding a better quality member button was reviewed. At the present time there are two different quality member buttons available. One is made of base metal and is sold at \$1.55 per button. The other button is 10K solid gold and is sold at \$6.25. Therefore, it would seem that the quality of buttons is controlled by purchases.

The letter from Paul Chandler regarding a larger size officer button was discussed. The Committee is in agreement that the present size of officer button be retained due to the complexities of inventory and the cost of tooling needed to increase the size of these buttons.

PROPERTY

The Board Committee reviewed the December, 1976 and January, 1977 Operating Statements for the General Office property. The Committee discussed the large increases in cost factors of natural gas and electric power which have resulted from not only rate increases, but the extremely severe winter conditions in the Chicago area. At the end of the first four months of this administrative year, it was noted that the operation and maintenance of the General Office property was within budgetary limits for that period.

The Board Committee received a report on the refurbishing projects that have been completed, and which also stated that there were no further projects planned for this administrative year other than routine maintenance. The projects completed were: carpeting of the main entryway of the General Office; enlarging the Convention Manager's office; and construction of a wall in the outgoing mail area at the rear of the building on the first level.

The Board Committee desires to commend Building Engineer Stanley Matuszkiewicz for the overall appearance and maintenance of the General Office.

Respectfully submitted,

E. B. McKITRICK

DREW M. PETERSEN, M.D.

DWIGHT F. GALLIVAN, Chairman

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

January 29-February 2, 1977

Date of Committee Meeting: February 1, 1977

Place of Committee Meeting: General Office

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

Finance

The meeting opened with a review of the first quarter financial statement for the 1976-77 administrative year. Turning to the long-range financial picture, the committee studied two projected income/expense schedules. The check indicates a possible deficit picture beginning in the 1978-79 administrative year.

The committee discussed ways and means to increase magazine income, as well as opportunities to hold down costs. In this regard, the committee noted that the current advertising rate schedule for the Supplies Department was considerably below rate schedules for other advertisers.

The committee requested the staff to re-examine the Supplies Department advertising rates to determine whether an adjustment of these rates should be made and to report the findings to the committee at its April meeting.

Editorial

The editorial plans of the magazine were then presented. Dallas pre-convention coverage began in the February issue with President Stan's Convention Call, a staff-written Travel Guide, and an article on the city. Further convention promotion will appear in issues through May, with articles on other parts of Texas, Mexico City, and the Rio Grande area. Major Emphasis Program coverage began with articles on home security and the increasing female crime rate. Future articles will cover civilian radio patrols and traveler victims of crime.

Membership development and new club building featurettes have continued to appear regularly. Future editorial planning calls for a continued emphasis on business, home, and community topics on worldwide Kiwanis activities.

The committee commended the magazine's support of Kiwanis - related activities as demonstrated by the staff's coverage of the recent CONOVACT meeting.

Advertising

The report on advertising during the first quarter (which actually includes only two issues, October and November-December) indicated that sales have declined by 28 percent, due to the recent unexpected loss of several long-time accounts. The staff reported that steps are being taken to make up this loss, including the replacement of advertising representatives on both the east and west coasts and the efforts to acquire new accounts, several of which are now in hand. The committee and staff agreed that one important avenue to increased advertising sales can be provided by Kiwanians who can "open doors" to potential advertisers, particularly in conjunction with each International Convention.

Miscellaneous

A review of the potential for faster delivery of the magazine to European Kiwanis clubs indicated that commercial air freight services to Europe would cost approximately \$6.00 per subscription per year (including postage in Europe). The committee instructed the staff to continue study of all available delivery systems so that the committee can make a definite proposal at the April meeting of the Board.

The staff reported on plans for Magazine Week (May 1 - 7) and indicated that the Magazine Week Kit is again being updated. Promotion of the kit has resulted in an increase of requests from 600 in 1974 to about 925 kits last year.

The committee reviewed the Kiwanis Scene section of the magazine and the selection criteria for news items in this section. The committee instructed the staff to prepare updated guidelines in this area for review at the April meeting.

The committee reviewed the presentation on the magazine to be given at the Governors-elect Training Conference in March by the staff. The committee believes that this presentation will be of considerable value to incoming Kiwanis governors in the stimulation of fuller use of The Kiwanis Magazine.

Respectfully submitted,

Egon Kuzmany

Douglas Wasson

Ralph C. Keyes, Chairman

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

JANUARY 29 - FEBRUARY 2, 1977

Date of Committee Meeting: January 31, 1977
Place of Committee Meeting: Kiwanis International Building, Chicago, Illinois
Present: Members - Drew M. Petersen, M.D., C. E. "Pete" Thurston, Jr.
Chairman - Carl F. Miller
Staff Member - John L. McGehee

The Committee reviewed departmental activities undertaken since the last meeting of the International Board of Trustees. National Newspaper Week, held the second week in October, produced 500 requests for kits. It is estimated, however, that many more clubs than this in both the U. S. and Canada participated in National Newspaper Week observances.

National Farm-City Week, November 19-25, 1976 was one of the most widely observed in recent years, with more state councils organized and operating, more participation by industrial and non-commercial groups, and more widespread promotion. Kiwanis has been asked to serve as coordinating agency again in 1977 and has accepted the invitation.

Promotion effort is continuing in support of the international convention in Dallas this summer, with regular mailings of picture stories on Dallas furnished to district bulletin editors.

The Public Relations Director assisted in the dedication of the Kiwanis-sponsored Edward U. Demmer Children's Center in Milwaukee; in the 60th anniversary of the founding of the Kiwanis Club of Hamilton, Ontario, first in Canada, and with the presentation of Kiwanis' 60th anniversary "Thank You Scroll" to Prime Minister Trudeau.

The public relations department is continuing to render promotional support to the current major emphasis program. The most recent activity has been the distribution of pictures and releases to police journals throughout the U.S. and Canada, and development of a two-column editorial distributed by a professional media service to 4,400 U.S. and Canadian weekly and small daily newspapers, and to all clubs for submission by them to local media.

The Committee considered Connelly Medal nominations received since the last meeting. The first was for James Rombokas, age 29, and Gary Lynn Whitlow, age 24, of Trinity, Alabama who rescued a woman from an automobile sinking in a river.

Recommendation #1:

The Committee recommends that the Robert P. Connelly Medal be awarded to James Rombokas of Trinity, Alabama who, with Gary Lynn Whitlow, rescued a woman from an automobile sinking in a river.

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

Recommendation #2:

The Committee recommends that the Robert P. Connelly Medal be awarded to Gary Lynn Whitlow of Trinity, Alabama who, with James Rombokas, rescued a woman from an automobile sinking in a river.

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

The third nomination was for Tony Rista, age 16, of Westlake Village, California who rescued a woman from a submerged automobile.

Recommendation #3:

The Committee recommends that a Robert P. Connelly Medal be awarded to Tony Rista of Westlake Village, California who rescued a woman from a submerged automobile.

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

The Committee next considered the nomination of Howard L. Fox, age 55, of Kingston, New York who entered a smoke-filled apartment and rescued a woman just as flames erupted throughout the premises.

Recommendation #4:

The Committee recommends that a Robert P. Connelly Medal be awarded to Howard L. Fox of Kingston, New York who entered a smoke-filled apartment and rescued a woman just as flames erupted throughout the premises.

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

Nomination number five was for David O. Clark, age 30, of Pensacola, Florida who attempted to rescue a woman from intended rape by an armed assailant.

Recommendation #5:

The Committee recommends that a Robert P. Connelly Medal be awarded to David O. Clark of Pensacola, Florida who attempted to rescue a woman from intended rape by an armed assailant.

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

Finally, the Committee considered the nomination of Charles Mark Byrd, age 18, of Nashville, Tennessee who lost his life rescuing a young man from assault by two other men.

Recommendation #6:

The Committee recommends that a Robert P. Connelly Medal be awarded posthumously to Charles Mark Byrd of Nashville, Tennessee who lost his life rescuing a young man from assault by two other men.

I move that recommendation #6 be adopted.

(Adopted)

After a searching discussion of five highly qualified candidates, the Committee has determined to invite Roy Rogers and Dale Evans to come to Dallas to accept the Kiwanis Decency Award at the 62nd Annual Convention of Kiwanis International.

Recommendation #7:

The Committee recommends that the Kiwanis Decency Award for 1977 be made to Roy Rogers and Dale Evans, whose outstanding family and professional life exemplifies the highest traditions of the Decency Award of Kiwanis International.

I move that recommendation #7 be adopted.

(Adopted)

The Committee next reconsidered the rules for the international club bulletin contest and has redefined them as indicated in the attached Exhibit A. As previously agreed the contest will now cover the administrative year.

For this one year, under the terms of the new rules which are carried as Exhibit A, there will be no club bulletin awards made at the International convention. In the future, awards will be made at the International convention for the previous administrative year.

The Committee also determined that the district bulletin contest will cover bulletins issued between October 1 and April 30, with judging in early May. Awards in this contest will be made at the Dallas convention, as in the past.

The Committee reviewed the responses to letters sent to governors to determine district interest in operating public relations contests in conjunction with the Kiwanis International Silver Bell Contest. The Committee is encouraged by the response which indicates that at least half of the districts will participate in this first year. A picture of the award will be carried in the Bulletin for Kiwanis Officers and in a release to district bulletin editors. After the Kiwanis International convention, each governor will receive a letter giving the Silver Bell entry deadline (November 15). The specially-designed metal plaques will be given to club winners in the five size categories with appropriate acknowledgement, possibly banner patches, going to the two runners-up in each size category.

The Committee then considered ways to assist the General Office in obtaining activity slides for a permanent library and for use in filmstrips, brochures, and other releases of various kinds. The staff Director of Public Relations was directed to supplement the requests for slides currently carried in the Bulletin for Kiwanis Officers with a statement that the best slides received in answer to the plea will be made into color prints, blown up and exhibited prominently at the Dallas convention with appropriate credit to the photographer.

The Committee reviewed proposed changes to the Handbook for Kiwanis Public Relations Chairmen. Both the Board Committee and the Chairman of the International Committee on Public Relations believe such changes are needed. A suggested cover design was also reviewed. The Committee believes that an 8-1/2 x 11 inch format should be employed for the redesigned book, rather than the smaller size currently in use. Additional copy changes were reviewed and approved.

In the matter of cost, the Committee learned that the cost of reproducing 8,500 of the current books would be approximately \$1,400. To redesign and update the book and produce 8,500 copies would cost about \$3,800. Thus, the cost of the new book would be about \$2,400 more than reprinting the current outdated one. On the basis of these figures the Committee determined to request additional funds to defray the expense of a redesigned and updated book.

Recommendation #8:

The Committee recommends that the International Board of Trustees authorize the expenditure of an amount not to exceed \$2,400, in addition to already budgeted funds, to produce a redesigned Handbook for Kiwanis Public Relations Chairmen.

I move that recommendation #8 be adopted and referred to the Finance Com.
(Adopted and referred)

Considerable discussion was given to the current emphasis and promotion of Family Reunion Day. Although the activity is enjoying fairly widespread participation, it is felt that a new direction is needed to make it more meaningful. It was the consensus of the Committee that Family Reunion Day could well be tied into the current major emphasis program, emphasizing the idea that rededication by parents to their basic family responsibility is the greatest blow that might be struck against the root cause of crime. Joint church attendance should be stressed. The redirection visualized might well be summed up in a subtitle, "Family Responsibility.. The Strength of the Nation." It was also suggested that a TV slide and accompanying script, as well as radio spots of varying lengths, could be developed to send to all clubs to give community-wide support and recognition to the program. These ideas will be communicated to Freedoms Foundation, the co-sponsors. The program has so great a potential that members of the Board other than those on this Committee are requested to provide ideas which may occur to them directly to the Kiwanis International staff as soon as possible.

The Committee, with concurrence of the Chairman of the International Committee on Public Relations and the correspondent to the Committee, determined to proceed with a pre-convention press orientation luncheon to be held in Dallas, Texas approximately one month prior to the opening of the 62nd annual convention. It has been determined that currently budgeted funds will be available to defray the cost of the luncheon and travel of those involved.

The invitees will, in accordance with the suggestions of Al Mitchell, a member of the International Committee on Public Relations, who is with the Dallas Branch of the University of Texas, include top level news media personnel.

Format of the meeting will include an introduction of the President of Kiwanis International and a message from him. It is planned, in addition, to provide background on Kiwanis, its people, its purposes and its programs, as well as on the importance of this meeting to the community. The media is to be assured of our intention to assist and support in every way their coverage of our activities.

The event will be scheduled at the Dallas Press Club, with Al Mitchell handling on-the-spot arrangements, with the date subject to the schedule of President Stan. In addition, attendance by Kiwanis personnel will include the Staff Director of Public Relations, the Chairman of the Board Committee on Public Relations, the Convention Manager, the hired public relations counsel, and the Chairman of the Board Committee on Convention, if he so desires.

The Committee considered the question of recognition for former members of the International Board not elevated to the presidency. It was felt that due to the cost factors involved (at least \$25.00 each for a suitable plaque), the question should be held for further study. It was also felt that all living former Board members not elevated to the presidency should be so honored, if such a program were adopted. The Committee will explore, with the Property and Supplies Committee, the idea of having appropriate plaques for former Board members not elevated to the presidency available for purchase and presentation by clubs, districts or divisions. It also will explore the idea of a half-size banner indicating that a particular club was the home club of an International Officer or Trustee, with an indication of the years served. Such a banner would be the property of the club for permanent display at the meeting place.

Under the heading of new business, the Committee discussed the possibility of providing TV and radio stations appropriate slides and scripts to be used in public service time. The program would be designed in a few short words to familiarize the audience with the name and emblem of Kiwanis and with the Kiwanian as "The Man Who Serves."

This would be a long-range effort of an "institutional" nature designed to broaden recognition of Kiwanis in all sectors of communities. After further study, it is anticipated that the Committee will have a recommendation to the Board at the time of its next meeting.

Respectfully,

DREW M. PETERSEN, M.D.

C. E. "PETE" THURSTON, JR.

CARL F. MILLER, Chairman

Rules and CriteriaFor Annual Kiwanis International Club Bulletin Contest

Purposes: To stimulate interest in upgrading club bulletins; to build morale among bulletin editors, and - as a result - to improve this prime source of Kiwanis communications.

Format of Contest: Winners in the International Club Bulletin Contest will be chosen from among winners, in each size category, in district club bulletin contests.

Each district participating in the International contest will send the winning bulletins in the Gold*, Silver, Orange, Blue and White divisions to the Kiwanis General Office for competition with winners in this size category from other district contests. Only districts can enter club bulletins in the International competition. Bulletins to be considered in the contest will be those produced between October 1 and July 31. No fewer than 12 winning bulletins in each size category should be submitted to Kiwanis International.

An International winner and a runner-up for each size category will then be chosen in the International contest.

Deadline: Districts will submit their winning bulletins to the Kiwanis General Office, 101 East Erie Street, Chicago, Illinois 60611 by October 1, with an appropriate covering letter.

Judging: Judging will be effected by a panel of independent public relations experts early in the following calendar year.

Announcement of Winners: Winners will be notified privately shortly before the Kiwanis International convention. Public announcement of winners will be made at the International convention. A suitable plaque will be given each winner.

Criteria: There will be three:

- Is the bulletin regularly issued?
- How is the space used? Is it readable? Is it interesting? Does it hold the reader's interest?
- Is it so designed that it can carry out its three most important functions:
 - (1) Maintain member morale and enthusiasm
 - (2) Encourage meeting attendance
 - (3) Inform the membership fully on all club activities and projects

- * Gold - 101 members and more
- Silver - 71 - 100 members
- Orange - 46 - 70 members
- Blue - 31 - 45 members
- White - 30 members or fewer

REPORT OF SPECIAL BOARD COMMITTEE ON FORWARD PLANNING
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

January 29-February 2, 1977

Date of Committee Meeting: January 31, 1977

Place of Committee Meeting: General Office

Present: Members - E.B. McKittrick, Hilmar L. Solberg
Chairman - Maurice Gladman
Staff Members - R. P. Merridew, L. A. Hapgood

Impact of Government and Corporate Action on Kiwanis Membership

Although the Justice Department has indicated that discriminatory or selective membership does not adversely affect member sponsorship by federal contractors, there have been large corporate entities, namely the Bank of America, who have stated policies objecting to this type of membership. Chairman Maury has contacted the Bank of America and feels that their policy is irreversible. However, it is planned that discussion will be continued. The National Club Association is aggressively working towards reversal of current policies but, although we have been in contact with them in a somewhat cooperative manner, it could appear that our best chance is to separate private clubs from service clubs in any further actions. In summary, we (1) recognize the problem and will likely lose some members. There has already been one resignation letter received from an employee of the Bank of America. (2) need to keep abreast of the situation and recommend that staff discuss with legal counsel the need for a Washington contact. It is also suggested that Darrell Coover be alerted to keep us informed of any actions taken by the Department of Labor and Treasury Departments regarding this issue.

District Structure

In response to the request of several districts, the subject of a District Executive Committee was discussed. Where geography and number make it difficult for District Boards to meet on short notice, it is suggested that consideration be given to forming an executive committee which would be authorized to act for the Board. This committee could be constituted as follows:

Governor; Immediate Past Governor; Governor-elect; Secretary
and Treasurer and possibly the Finance Chairman.

In addition, large districts might desire to have lieutenant governor representation elected or selected by their peers. This recommendation has received the concurrence of the Committee on Administration and Structure and so the following recommendation is submitted.

Recommendation #1:

The Committee recommends that districts desiring to form an Executive Committee for the purpose of making necessary decisions between Board Meetings may do so by establishing district policy setting up such a committee. It is suggested that the Executive Committee include the Governor, Immediate Past Governor, Governor-elect, Secretary and Treasurer, plus Finance Chairman and Lieutenant Governor representation if so desired.

I move that recommendation 1 be adopted.

(adopted)

Kiwanis International Board Structure

There are presently three world areas represented on the Board. They are (1) Canada, (2) Europe and (3) U.S. and the rest of the world. The committee is cognizant of the need for studying broader representation and the possible regionalization of the Kiwanis world. This subject is being retained for further study.

Sponsored Youth Around the World

It is recognized that Sponsored Youth clubs are being organized in other parts of the world with little or no guidance from this office. The committee suggests that the appropriate sponsored youth committees request staff to develop a working paper to indicate how sponsored youth programs could be expanded to other Kiwanis world areas.

Convention Sites Outside North America

The Committee agrees that it is time to consider an overseas convention site. Inasmuch as Europe was the location of our first overseas extension it would naturally follow that our first overseas convention should be in that area of the world. In the opinion of the committee, this convention could be considered as early as 1985 and consideration might be given to Vienna as a possible site because it was the location of the first club in Europe. It must also be understood that a European convention site would necessitate different philosophy and format due to lower numbers of Kiwanians in that area and higher costs incurred.

International Communications

The Committee recommends studying the type of materials which should be mailed to other parts of the Kiwanis world and priorities for translations. It is also suggested that The Kiwanis Magazine be mailed to one English speaking and English reading member per club in KI-E. The Zurich office should be able to provide the appropriate names and addresses.

Finance

It was suggested that we need longer range budgeting procedures. A three to five year budget projection would be helpful in providing direction and guidance for all departments.

Respectfully submitted,

E. B. McKITRICK

HILMAR L. SOLBERG

MAURICE GLADMAN, Chairman

REPORT OF THE TREASURER
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
JANUARY 29 - FEBRUARY 2, 1977

The financial position of Kiwanis International at December 31, 1976, reflects an improvement in the last twelve months. This improvement is set forth in the attached Statement of Financial Position for December 31, 1976 and 1975.

Total Current Assets amounted to \$1,404,000 compared to \$1,296,000 at this same time last year. The change in the last twelve months can be traced to the Cash and Short Term Investments, a \$24,000 increase in our Accounts Receivable balances, and a \$36,000 increase in our Inventories at December 31, 1976.

Total Current Liabilities amounted to \$816,000 compared to \$841,000 at this same time last year. The next figure is Working Capital which amounted to \$587,000 --- an improvement of approximately \$130,000 in the last year. Added to Working Capital are Other Assets, which include Deposits and Advances amounting to \$62,000, which gives us Total Unrestricted Funds of \$649,661.

The Reserves, Funded \$309,000, Building Expansion \$245,000, and the bookkeeping reflection of the Kiwanis International Building of \$1, resulted in a Total-All Funds (or Net Assets) of \$1,204,874 at December 31, 1976.

Respectfully submitted,

HILMAR L. SOLBERG, Treasurer

KIWANIS INTERNATIONAL
 STATEMENT OF FINANCIAL POSITION
 DECEMBER 31

	<u>1 9 7 6</u>	<u>1 9 7 5</u>
UNRESTRICTED FUNDS:		
CURRENT ASSETS:		
Cash	\$ 176,170	\$ 224,003
Short Term Investments	400,000	300,000
Accounts Receivable	434,439	410,069
Inventories	305,908	269,901
Prepaid Expenses	48,771	56,463
Unexpired Insurance	38,809	35,915
Total Current Assets	<u>1,404,097</u>	<u>1,296,351</u>
CURRENT LIABILITIES:		
Accounts Payable	81,004	128,441
Accruals	77,203	58,314
Amount Due Reserve	32,271	16,139
Deferred Income	626,398	638,976
Total Current Liabilities	<u>816,876</u>	<u>841,870</u>
Working Capital	<u>587,221</u>	<u>454,481</u>
OTHER ASSETS:		
Deposits	36,950	32,575
Advances	25,490	27,577
Total--Unrestricted Funds	<u>649,661</u>	<u>514,633</u>
RESERVED FUNDS:		
Funded	309,984	313,313
Building Expansion	245,228	211,075
Kiwanis International Bldg.	1	1
Total--All Funds (Net Assets)	<u>\$1,204,874</u>	<u>\$1,039,022</u>

REPORT OF BOARD COMMITTEE ON FINANCE
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
JANUARY 29 - FEBRUARY 2, 1977

Date of Committee Meeting: January 29, 1977

Place of Committee Meeting: General Office

Present: Members - Stephen H. Hart, Jr., Hilmar L. Solberg
Chairman - E. B. McKittrick
Staff Members - Thomas W. Fitzgerald, R.P. Merridew, L.A. Hapgood

The committee reviewed the financial policies as amended in May 1976, and specifically Item 17, Travel and the Per Diem Allowance.

Recommendation #1:

The committee recommends that the following be referred to the Board Committee on Laws and Policies for their implementation:

Page B14, Item 17 Travel

(1) Members of the Board and Past Presidents

(a) delete the following words in the first sentence:

"by either airplane or railroad"

"(and Pullman space if by railroad)"

add the following sentence to end of paragraph:

"Travel by air should be restricted to coach, and
travel by railroad shall include Pullman when required."

In addition, the current rate of per diem should be increased \$10 across the board, plus an additional \$5 for the President's wife, and that this change be given immediate effect.

I move recommendation 1 be adopted and referred.

(adopted)

The committee reviewed the Summary Statement of Budget and Actual Income and Expenses for the period ended December 31, 1976 and 1975. In our review of the income, which amounted to \$942,137 for the first quarter of this administrative year, we noted only a few areas where we have shown any significant change or increase from the previous year; processing fees, gross profit on the sale of supplies, and life member income. With the exception of a slight decrease in magazine advertising, all other areas of income are fairly comparable to last year.

On the other side of the ledger the expenses amounted to \$817,696 compared to \$836,054 at the same time last year. Unfortunately this is not an accurate comparison because there have been some adjustments in our disbursement patterns this year. The attached statement indicates that our expenses are less for the first quarter, when in fact as anticipated, they are running approximately \$25,000 ahead of last year. After the January statements are prepared, the comparison between the two years should be more realistic.

Therefore, the excess of income over expense of \$124,441 should be reconciled down to a figure of approximately \$95,000, which still compares favorably to last year. However, since we are not requesting an adjustment in our rate of dues in Dallas, we will face a strong possibility of running a deficit next year.

This is further enhanced by the attached schedules which forecast magazine income and expense over the next four years. Schedule 1 reflects the worst financial picture we can expect. Schedule 2 reflects the best; hopefully it will end up somewhere between both schedules. Therefore, it would appear that preparations should be made for presentation of a dues increase at the Miami Convention in 1978.

In our October report we indicated that we would be making specific recommendations concerning budget adjustments for the 1976-77 administrative year. In order for us to better prepare ourselves for the months ahead, the committee is in agreement that the adjustments for this administrative year should be made at this meeting, rather than in June.

The recommended budget adjustments for this administrative year were reviewed. We are requesting a net increase of income in the budget of \$75,000, and a net increase in the expenses for this year's budget of \$85,592. The budgeted net income for this year will be reduced by \$10,592, which will leave us a balance of \$13,874. This further substantiates the fact that with another year of inflation and normal price increases, that there would be no way that the current income could support our operation beyond the 1977-78 administrative year.

Recommendation #2:

The committee recommends that the budget adjustments as presented be approved as the final budget adjustments for the current administrative year.

I move recommendation 2 be adopted.

(adopted)

At the October meeting of the Board, charters for the clubs listed below were revoked, and the clubs indicated had accounts receivable balances at that time. The total amount to be written off of \$6,316.11 consists primarily of dues and magazine subscription billings, with the exception of \$482.00 from the sale of club supplies.

<u>KIWANIS CLUB OF:</u>	<u>AMOUNT</u>
Central Baldwin, Robertsdale, AL	\$ 95.00
Kalgoorlie, Australia	175.00
East Hollywood, California	48.80
Garden Grove-Central, California	66.50
Lynnwood, California	42.75
Miracle Mile, Los Angeles, California	85.50
The Rim of the World, Running Springs, CA	118.75
Santa Ynez Valley, Solvang, California	71.25
Lahaina, Hawaii	72.79
Halfway-Williamsport, Maryland	49.50
Galax, Virginia	247.15
Vienna, Virginia	52.15
Newland, North Carolina	376.80
Washington-on-the Pamlico, NC	99.00
Etobicoke-North, Ontario	66.50

<u>Kiwanis Club of:</u>	<u>Amount</u>
West Citrus County, Homossassa Springs, Fl	\$175.00
Cumberland, Atlanta, Georgia	71.25
East Point, Georgia	72.90
Mableton, Georgia	113.25
Snellville, Georgia	89.25
Fox River Grove-Cary, Illinois	95.70
Moundridge, Kansas	61.75
Paola, Kansas	44.00
Knott County, Hindman, Kentucky	236.25
Powell, Tennessee	104.50
Morehouse, Bastrop, Louisiana	95.00
West Jefferson, Louisiana	92.00
Kalamazoo, Airport, Michigan	83.15
Bismarck, Missouri	144.00
Lake Saint Louis, Missouri	236.25
Malvern, Arkansas	36.00
Ozark, Arkansas	19.00
Plainville, Connecticut	78.75
Ashland, Massachusetts	76.00
Ilion-Breakfast, New York	225.25
Plainedge, New York	61.75
Plainview, New York	174.50
Pike County, Waverly, Ohio	93.00
Cornelius, Oregon	201.25
Camano-Coho, Camano Island, WA	113.75
Southwest Tacoma, Washington	33.25
Central Township, Monaca, PA	56.00
Ambos Nogales, Arizona	89.75
El Mirage-Surprise, Arizona	74.25
Scottsdale South, Arizona	222.00
Highland, Albuquerque, New Mexico	101.80
Capital City, Austin, Texas	88.00
Dallas-Central, Texas	122.40
Frio County, Texas	167.15
Greater Marshall, Texas	44.00
Honey Grove, Texas	189.75
Santa Fe Area, Texas	61.00
Sunnyside, Utah	76.00
Mexico, D.F., Mexico	185.00
Puebla, Puebla, Mexico	344.82
TOTAL	<u>\$6,316.11</u>

Recommendation #3:

The committee recommends that the accounts receivable balances for the clubs listed above, totaling \$6,316.11, be written off.

I move recommendation 3 be adopted.

(adopted)

The quarterly reports of Key Club International and Circle K International were reviewed, found in order, and approved. It was noted that Key Club income for the first quarter amounted to \$126,000 compared to \$113,000 at this same time last year. You will recall that this year Key Club International dues have increased 25% over last year, or fifty-cents per member. Taking this into consideration, a more valid comparison would reveal that the membership dues for Key Club are running somewhat behind last year's pace.

Circle K dues were also increased for this year. The sponsorship fee was raised from \$100 to \$120. However, the comparison of Circle K income not only reflects the dues increase, but also reflects a slight gain in collections over the last twelve months.

The committee considered the recommendation from the Past Presidents' Committee concerning the treatment of life member income. From the start the Board was in agreement that income from life members would help us offset a dues increase at that particular time. This was accomplished, as you know, and the accounting method used was to record life member income in the year in which it was received. The Finance Committee is in agreement that we should continue recording the proceeds from the life member program in this manner.

Recommendation #4:

The committee recommends that we continue to credit the income from the life member program to the year in which it is received, and that this amount be recorded as a separate item of income in our annual printed financial statement, as has been done in the past two years.

I move recommendation 4 be adopted.

(adopted)

The committee discussed the current and future financing problems of our Comprehensive General Liability Insurance Program. As you all know, insurance costs are skyrocketing for this type of coverage; in addition insurance companies are somewhat reluctant to continue this type of coverage.

Recommendation #5:

The committee recommends that the proposal from the Board Committee on Laws and Policies concerning the drafting of two proposals for delegate approval in changing the current insurance program be drafted as follows:

- (1) remove the cost of this insurance out of the revenue article and into a separate bylaw and that a maximum premium per member be indicated, or
- (2) write in the cost of the insurance when it is determined.

I move that recommendation 5 be adopted.

(adopted)

The committee reviewed the artwork and cost figures concerning an award for the wives of our distinguished governors. The staff presented a charm which has been appropriately designed to match the governor's award, and we are in agreement that the charm should be manufactured, and the program implemented as soon as possible.

The staff has indicated that the Jamaican clubs within the Eastern Canada and the Caribbean District are experiencing restrictions which will not permit them to send money out of their country for the payment of International obligations. The committee agreed that the staff should make the necessary arrangements ranging from establishing a bank account in the name of Kiwanis International in Jamaica, to hiring a fiscal agent to make the collections. We recommend that the staff use their discretion in this matter, keeping in mind that we should pursue the most feasible and economical method in the collection of these funds.

The staff reported on the progress made since the October meeting involving our Task Force Committee on Electronic Data Processing. We have been advised that formal bids for hardware have been received from three vendors, and that this information will be assembled and condensed. Then as previously approved, services from a systems expert in this area will be utilized and a subsequent meeting of staff, systems analyst, and the members of the EDP Committee can be arranged in order to finalize and present a report to the Finance Committee on the procurement of "online" type hardware.

The staff also submitted a report on the General Office overhead expenses, which heretofore were charged primarily to income-producing departments. The proposal for a change in the reallocation of office overhead expenses is included in the proposed budget adjustment schedule attached to this report. The committee is in agreement that with these adjustments in the monthly financial statements, the reader will be able to better comprehend the costs for each specific department in the General Office. This will also lead toward our goal of a unified budget for the entire organization.

Also reported was progress in simplifying our financial statements. The committee reviewed a quarterly budget type statement, and we are in agreement that we should first expose the committee and the General Office department heads to this type of statement before making a specific recommendation on it. After the next quarter or so, if we find that this in fact does help clarify the financial picture, then we will request your approval to make this change.

The committee reviewed the current financial policy for expense reimbursement when official travel is made by automobile. We have requested the staff to make a report to us at the May meeting, and at that time the committee will make a recommendation concerning the allowable mileage rate.

Respectfully submitted,

STEPHEN H. HART, JR.

HILMAR L. SOLBERG

E. B. MCKITRICK, Chairman

KIWANIS INTERNATIONAL

SUMMARY STATEMENT OF BUDGET & ACTUAL INCOME & EXPENSES

PERIOD ENDED DECEMBER 31, 1976 & 1975

	<u>BUDGET</u> <u>1976-77</u>	<u>ACTUAL</u> <u>1976-77</u>	<u>UNEXPENDED</u> <u>ACTUAL</u> <u>1976-77</u>	<u>ACTUAL</u> <u>1975-76</u>
INCOME:				
Dues-General	\$ 1,256,385	\$ 317,867	\$ 938,518	\$ 320,258
Dues-Overseas Extension	264,500	66,125	198,375	65,625
Charter Fees	27,500	8,050	19,450	6,150
Interest	40,000	10,000	30,000	13,191
Liability Insurance (Net)	3,000	1,500	1,500	1,461
Life Membership	150,000	14,444	135,556	8,150
Processing Fees	205,000	51,326	153,674	32,521
Magazine Subscriptions	821,100	203,617	617,483	202,563
Magazine Advertising	210,000	37,724	172,276	49,195
Gross Profit-Sale of Supplies	455,000	209,118	245,882	161,040
Convention Registration Fees	352,000	30	351,970	(150)
Convention Dues	72,615	18,154	54,461	11,125
Mailers	7,000	3,038	3,962	3,293
Other	---	1,144	(1,144)	325
Total Income	<u>3,864,100</u>	<u>942,137</u>	<u>2,921,963</u>	<u>874,747</u>
EXPENSES:				
Board-Council-Comm. Admin.	338,850	102,023	236,827	113,730
Executive	193,448	49,227	144,221	45,669
Office Management	242,570	43,246	199,324	63,152
Public Relations	69,576	15,967	53,609	14,584
Overseas Extension	246,970	45,680	201,290	37,247
Field Service	356,478	86,877	269,601	83,388
Records & Data Processing	104,096	26,060	78,036	22,127
Program Development-Club Serv.	170,421	47,022	123,399	38,170
Circle K	38,323	12,831	25,492	6,411
Key Clubs	49,967	24,693	25,274	16,656
Bureau of Accounts	106,504	7,489	99,015	6,302
Publications	161,616	29,141	132,475	61,917
Magazine	936,560	202,133	734,427	186,532
Supplies	399,640	105,334	294,306	106,358
Convention	424,615	19,973	404,642	33,811
Total Expenses	<u>3,839,634</u>	<u>817,696</u>	<u>3,021,938</u>	<u>836,054</u>
EXCESS OF INCOME OVER EXPENSES	<u>\$ 24,466</u>	<u>\$ 124,441</u>	<u>\$ (99,975)</u>	<u>\$ 38,693</u>

SCHEDULE OF PROJECTED PER DIEM COST

CURRENT RATE \$35 PER DAY

FOR THE PRESIDENT - \$45 PER DAY

PLUS \$15 PER DAY FOR HIS WIFE

	PROPOSED RATE INCREASE		
	<u>\$5</u>	<u>\$10</u>	<u>\$15</u>
PAST PRESIDENTS:			
16 days per year for 23	\$1,840	\$3,680	\$5,520
BOARD MEMBERS:			
38 days per year for 20	3,800	7,600	11,400
PRESIDENT-ELECT:			
22 additional days per year	110	220	330
PRESIDENT:			
175 additional days per year	<u>875</u>	<u>1,750</u>	<u>2,625</u>
TOTAL COST PER YEAR	<u>\$6,625</u>	<u>\$13,250</u>	<u>\$19,875</u>

SCHEDULE #1

THE KIWANIS MAGAZINE PROJECTED INCOME & EXPENSES 1976-77 THRU 1979-80

Income figures based on:
1,500 add'l. new members per year
\$5,000 increase in advertising per year

	<u>1976-77</u>	<u>1977-78</u>	<u>1978-79</u>	<u>1979-80</u>
INCOME:				
SUBSCRIPTION	\$ 821,000	\$ 825,500	\$ 830,000	\$ 834,500
* ADVERTISING	<u>200,000</u>	<u>205,000</u>	<u>210,000</u>	<u>215,000</u>
TOTAL INCOME	<u>1,021,000</u>	<u>1,030,500</u>	<u>1,040,000</u>	<u>1,049,500</u>

Expense figures based on:
Postage rate increases 10% per year
Manufacturing increases 8% per year
Increases in other expenses 4% per year

EXPENSES:				
MAGAZINE	646,810	687,812	731,800	779,016
ADVERTISING	<u>289,750</u>	<u>309,774</u>	<u>331,360</u>	<u>354,642</u>
TOTAL EXPENSES	<u>936,560</u>	<u>997,586</u>	<u>1,063,160</u>	<u>1,133,658</u>
EXCESS INCOME OVER EXPENSES	<u>\$ 84,440</u>	<u>\$ 32,914</u>	<u>\$ (23,160)</u>	<u>\$ (84,158)</u>

* Includes \$10,000 from Supplies Department

SCHEDULE #2

THE KIWANIS MAGAZINE PROJECTED INCOME & EXPENSES 1976-77 THRU 1979-80

Income figures based on:
1,500 add'l. new members per year
\$5,000 increase in advertising per year

	<u>1976-77</u>	<u>1977-78</u>	<u>1978-79</u>	<u>1979-80</u>
INCOME:				
SUBSCRIPTION	\$ 821,000	\$ 825,500	\$ 830,000	\$ 834,500
* ADVERTISING	<u>200,000</u>	<u>205,000</u>	<u>210,000</u>	<u>215,000</u>
TOTAL INCOME	<u>1,021,000</u>	<u>1,030,500</u>	<u>1,040,000</u>	<u>1,049,500</u>

Expense figures based on:
Postage rate increases 5% per year
Manufacturing increases 4% per year
Increases in other expenses 3% per year

EXPENSES:				
MAGAZINE	646,810	670,027	694,107	719,083
ADVERTISING	<u>289,750</u>	<u>300,648</u>	<u>311,971</u>	<u>323,737</u>
TOTAL EXPENSES	<u>936,560</u>	<u>970,675</u>	<u>1,006,078</u>	<u>1,042,820</u>
EXCESS OF INCOME OVER EXPENSES	<u>\$ 84,440</u>	<u>\$ 59,825</u>	<u>\$ 33,922</u>	<u>\$ 6,680</u>

* Includes \$10,000 from Supplies Department

KIWANIS INTERNATIONAL
 SCHEDULE OF POSSIBLE ALLOCATION
 OF OFFICE MANAGEMENT EXPENSES

NO.	DEPARTMENT	BUDGETED EXPENSES 1976-77	AMOUNT OF REALLOCATION	BUDGETED EXP. AFTER REALLOC. 1976-77
01	Board, Council & Comm. Admin.	\$ 338,850	\$ 23,700	\$ 362,550
02	Executive	193,448	22,408	215,856
03	Office Management	242,570	(168,093)	74,477
04	Public Relations	69,576	12,065	81,641
05	Extension	246,970	3,071	250,041
06	Field Service	356,478	20,253	376,731
07	Records & Data Processing	104,096	12,065	116,161
08-09	Magazine - Advertising	936,560	(1,413)	935,147
10	Supplies	399,640	(829)	398,811
11	Convention - Administration	62,715	823	63,538
12	Convention	361,900	---	361,900
13	Program Development-Club Service	170,421	44,384	214,805
14	Circle K	38,323	(2,662)	35,661
15	Key Club	49,967	2,340	52,307
16	Bureau of Accounts	106,504	25,855	132,359
17	Publications	<u>161,616</u>	<u>6,033</u>	<u>167,649</u>
	Totals	<u>\$3,839,634</u>	<u>---</u>	<u>\$3,839,634</u>

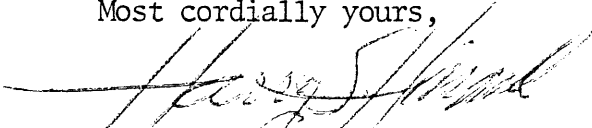
REPORT ON THE MEETING OF THE EXECUTIVE COMMITTEE OF THE KIWANIS INTERNATIONAL
FOUNDATION TO THE BOARD OF TRUSTEES OF KIWANIS INTERNATIONAL

The Executive Committee of the Kiwanis International Foundation met on Sunday, January 30, 1977 at the Kiwanis International Building, Chicago, Illinois. Following are the highlights of this meeting:

- (1) The Executive Committee reviewed the status of the 1977 Voluntary Birthday Gift Contribution Plan campaign. As of January 28, 1977, \$59,021.87 had been received, compared to \$44,181.87 at the same date a year ago. As of January 28, 1977, 2,246 Kiwanis clubs in the United States and Canada had received the 1977 Banner Patch Award as compared to 1,167 award winning clubs at the same date in 1976.
- (2) The Foundation's Life Fellow Award, Memorial Fellow Award, Tribute Fund, and Tablet of Honor Award programs were reviewed and found to be progressing well with the exception of the Life Fellow Award program. At the request of Kiwanis International, the Foundation did not promote the Life Fellow Award program as it had in the past in order to avoid competition with the Kiwanis Life Member status program. This lack of promotion is evident in the decreased number of Life Fellow Awards which have been requested so far during this current fiscal year.
- (3) At the request of the President-elect of Kiwanis International, the Executive Committee appropriated \$6,500 to produce materials on the "Safeguard Against Crime" program, which will be used during the 1977-78 fiscal year. The Committee discussed the tentative plans for the production of a new television series that would be related to youth and the problem of crime, and it was decided to approve the basic concept of such a program subject to a review of the actual plans and estimated costs of production.
- (4) \$15,000 was granted to the American Hearing Research Foundation for the continued operation of the "Kiwanis International Foundation Hearing Research Project." An additional appropriation for this project will be considered by the Board at its June, 1977 meeting. In the meantime, the Board asks that the President and the Administrator to work with the American Hearing Research Foundation in generating greater publicity on the project.
- (5) The Committee reviewed a report on the 1976 Circle K International Leadership Training Conference and voted to provide an allocation to sponsor the 1977 Conference, not to exceed \$6,750.
- (6) An appropriation, not to exceed \$7,000, was approved by the Committee for the production of a new Theme and Emphasis audio/visual program for use by Circle K International during the 1977-78 and 1978-79 administrative years.
- (7) In order to revise and update the Foundation's audio/visual program, the Committee appropriated \$2,000.
- (8) The Executive Committee appropriated funds, not to exceed \$5,500, for the production of a Theme and Emphasis audio/visual for Key Club International for use during that organization's 1977-78 administrative year.

- (9) The Committee voted to appropriate funds, not to exceed \$1,100, to provide the printed materials and banner patches for the continuation of the Annual Kiwanis-Key Club International Sponsorship Awards program.
- (10) The Committee appropriated funds, not to exceed \$4,000, for the production of a membership development audio/visual for Key Club International. This request came from the Key Club International Board, and it was agreed that the program should be so constructed so that it can be used, with periodic updating, for several years.
- (11) The Committee reviewed the new brochure on the Patriots Path at Freedoms Foundation at Valley Forge, Pennsylvania. The Committee also noted the excellent new manual for Circle K Club leaders which had been produced by the Kiwanis International Foundation.
- (12) The Committee expressed its approval of the new format for the "Kiwanis International Foundation Newsletter," and the Board will determine, at its June, 1977 meeting, if 4 or 6 issues of the publication will be produced during 1977-78. Currently, approximately 1,800 individuals receive the Newsletter.
- (13) The study on the relationship of the Kiwanis International Foundation to Kiwanis clubs worldwide is continuing, and Trustee John F. McMahon is working with the Administrator in developing a questionnaire on the subject for Kiwanis leaders.
- (14) The Foundation's financial statements were reviewed by the Committee, and it was noted that, as of December 31, 1976, total assets of the Foundation were \$447,103.29 as compared to \$380,413.05 at the same date in 1975. It was also noted that the total capital of the Foundation, as of December 31, 1976, was \$416,281.89 as compared to \$380,521.91 on the same date a year ago.
- (15) The Committee agreed to prepare a specific proposal on a Foundation Sustaining Membership Plan for review by the Kiwanis International Board at its forthcoming May, 1977 meeting.
- (16) The Committee reviewed tentative plans for the Foundation's participation in the 1977 Kiwanis International Convention. It was agreed that attention would be given to developing a program on the Foundation's hearing research project which could be provided on the Dallas Convention program in the same manner as the "Speakers on Contemporary Issues" sessions. If plans cannot be formulated for the 1977 convention, then the 1978 Miami Beach Convention program will be considered.
- (17) On behalf of the entire Board, the Executive Committee expressed its appreciation to the President of Kiwanis International, to the Secretaries of Kiwanis International, and to the General Office staff for their constant cooperation and assistance.

Most cordially yours,



HARRY S. HIMMEL
President

Kiwanis International Foundation