



## **Minutes**

### **2nd Official Board Meeting of the 2018-2019 CKI**

#### **New Jersey District Board of Trustees**

**5/19/19 at 10:11am**

#### **I. Call to order: Governor Taylor McKay**

- A. CKI Pledge: Treasurer Haylie
- B. Pledge of Allegiance: Editor Taylor Fairman
- C. Moment of Reflection: Seabreeze LTG Mayur Patel

#### **Roll Call: Secretary Rachel DeFelice**

##### **1. Circle K International**

###### **(Present)**

- a) District Governor Taylor Mckay
- b) District Secretary Rachel DeFelice
- c) District Treasurer Haylie Hennigan
- d) District Editor Taylor Fairman
- e) Metro LTG Jonathan Varano
- f) Seabreeze LTG Mayur Patel
- g) Garden LTG Anthony Patrizi
- h) Marketing Chair Alissa Papernik
- i) Laws Regulations & Awards Chair Stephania Gonzalez Mena
- j) Kiwanis Family Relations Chair Abigail Lewis
- k) Membership, Development & Education Chair Emily Hendrickson
- l) INSIGHT Chair Anisha Singh
- m) Service Chair Steven Talarsky

###### **(Absent)**

- n) Club Building and Revilization Chair Michael Hughes
- o) Fundraising Chair Dimpie Shah
- p) District Convention Chair Kimmy Cacciato

##### **2. Kiwanis International**

###### **(Present)**



- a) Kiwanis Governor Elect Gordon Meth
- b) Kiwanis Governor Bill Seeman

### **3. Key Club International**

#### **(Present)**

- a) Key Club Governor Emma Ke
- b) Key Club Editor Sarah Jacob

### **4. Kiwanis Committee**

#### **(Present)**

- a) District Administrator Mickey Cohen
- b) Financial Counselor Nancy Hart-Esposito
- c) Seabreeze Zone Advisor Joey Giordano
- d) Garden Zone Advisor Kim Seifring
- e) Colleges and University Relations Liaison Bruce Marich

#### **(Absent)**

- f) Metro Zone Advisor Emily Scharf

## **II. Approval of Agenda & Minutes: Governor Taylor McKay**

### **A. Approval of the minutes from the House of Delegates 2019**

- 1. Governor Taylor McKay entertained a motion to approve the minutes from the 2019 House of Delegates
- 2. Garden LTG Anthony Patrizi made the motion
- 3. Metro LTG Jonathan Varano seconded the motion Jonathan
- 4. The motion passed unanimously

### **B. Approval of the minutes from the 1st Official Board Meeting**

- 1. Governor Taylor McKay entertained the motion to approve the minutes from the 1st Official Board meeting minutes
- 2. Treasurer Haylie Hennigan made the motion
- 3. Editor Taylor Fairman seconds the motion
- 4. The motion passed unanimously

### **C. Technology Chair Angela Chemidlin's Resignation**



1. Governor Taylor McKay entertained a motion to accept Angela Chemidlin's Technology Chair resignation
2. Garden LTG Anthony Patrizi makes the motion
3. Treasurer Haylie Hennigan seconds the motion
4. The motion carried unanimously

**D. Approval for the agenda for the 2nd board meeting**

1. Governor Taylor McKay Entertained the motion to approve the agenda for the 2nd Official Board Meeting
2. Metro LTG Jonathan Varano made the motion
3. Treasurer Haylie Hennigan seconds the motion
4. The motion passed unanimously

**III. Welcome & Introduction of Guests: Governor Taylor Mckay**

**A. Governor Taylor McKay, introduces guests and welcomes them**

1. Kiwanis Governor Bill Seeman
2. Kiwanis Governor-Elect Gorden Meth
3. Key Club Governor Emma Ke
4. Key Club Editor Sarah Jacob

**IV. Board Action**

**A. Approval Of Committee Assignments**

1. Governor Taylor McKay entertains a motion to approve committee appointments
2. Metro LTG Jonathan Varano made a motion
3. Editor Taylor Fairman seconds the motion
4. The motion carried unanimously

**B. Review And Approval of General Funds Budget**

1. Treasurer Haylie Hennigan discusses that we are possibly adding more to K-Family Picnic budget.
  - a) Governor Taylor McKay entertains a motion to approve the 2019-2020 General Funds budget
    - (1) Garden LTG Anthony Patrizi made a motion
    - (2) Metro LTG Jonathan Varano seconds the motion
    - (3) The motion passes unanimously



### **C. District Calendar of Events**

1. Kiwanis Mid-Winter will be February 8th
2. 3rd Official Board Meeting will be online
  - a) Governor Taylor McKay will be sending out a poll soon to discuss the meeting date and time
3. 4th Official Board Meeting will be located Montclair State University, and will start at 11:00 am on September 28th, 2019
4. 5th Official Board Meeting will be December 7th, 2019. The location is TBD
  - a) Governor Taylor McKay entertains a motion to approve the district calendar events
    - (1) Metro LTG Jonathan Varano makes a motion
    - (2) Garden LTG Anthony Patrizi seconds the motion
    - (3) The motion carried unanimously

### **D. Policy Code: Section K. Divisions**

1. Governor Taylor McKay changed the Universities listed under the divisions; Metro, Seabreeze to the current Universities
  - a) Governor Taylor McKay entertains a motion to change the policy code of Section K. Divisions
    - (1) Treasurer Haylie Hennigan makes the motion
    - (2) Secretary Rachel DeFelice seconds the motion
    - (3) The motion passed unanimously

## **V. Kiwanis Committee on NJ CKI: District Administrator Mickey Cohen**

### **A. Administrator Mickey Cohen Gives Updates**

1. Administrator Mickey Cohen states that he is happy to see members from different clubs being interested in joining committee chairs
2. Garden Zone Advisor Kim Seifring states it is exciting to see so many seats filled for the board meeting

## **VI. NJ Kiwanis Family Updates: Kiwanis Officers**

### **A. Kiwanis Governor Bill Seeman**

1. Governor Bill Seeman states that Montclair State did a service a thon, and thinks it highlights Circle K in a positive way. He mentioned Circle K gives Kiwanis a



youthful look and we provide a lot of movement after graduation into a Kiwanis Club. He stated that Kiwanis is trying to create 3 Kiwanis Clubs in New Jersey with the locations being; Montclair, Cedar Grove/Verona, and Englewood.

#### **B. Kiwanis Governor-Elect Gordon Meth**

1. Governor-Elect Gordon stated that LTG's for Kiwanis attended their training. He will also work on Kiwanis Calendar to work around Key Club and Circle K events.

#### **C. Key Club Governor Emma Ke**

1. Governor Emma Ke states that Key Club has 161 clubs, 22 divisions, and is working on committees and focusing on kiwanis family. They will be providing Circle K with their club information. They want to organize a district event with March of Dimes and include Circle K and Kiwanis, it will be sometime in November. She stated that she sends out bi-weekly updates about the District, and created a club spotlight system for her clubs.

#### **D. Key Club Editor Sarah Jacob**

1. States that she is providing resources to club about anxiety and disorders through newsletters that will be going to clubs. Mentions that Fall Rally's theme is into the Jungle with Service. A King of the Jungle competition will be happening for the different divisions and the date for this event is October 13th.

### **VII. International Updates: Subregion F. Trustee Stephania Gonzalez Mena**

#### **A. Trustee Stephania Gonzalez Mena Updates**

1. States that her term ends in a month and a half and the subregion system will not longer be in place. She wants to do a subregion wide call that will happen within the next 2 weeks. On May 23rd an International webinar will take place discussing our different clubs abroad.

### **VIII. District Committee Reports**

#### **A. Club Building & Revitalization: Michael Hughes**

1. He has been in contact with Cumberland County College, Rowan College of Burlington County

#### **B. Fundraising Chair: Dimpie Shah**



1. Wants to set up a six flags fundraiser with the District Board. If we have 10 members we get \$800 for the day. People who go will also get a free six flags ticket
2. Wants to do a LTG Fundraiser which involves Jonathan Varano doing something with his hair
3. Mentions the Balloon Festival that is run by Mickey's Kiwanis club, you must be 21+ to help out at this event. Circle K can get \$3000-\$4000. Date will be the last weekend in July.

**C. Marketing Chair: Alissa Papernik**

1. States that the instagram story has been being updated
2. She wants to create different hashtags, along with doing 3-4 posts a week. Service sunday will be one of the posts, along with Member monday
3. States that she wants to create templates for our clubs to use as a Marketing Strategy, and if you want to feature your home club on the social media, contact Alissa for she will provide you with passwords

**D. Laws, Regulations & Awards Chair: Stephania Gonzalez Mena**

1. For the Awards Platform Overhaul Seabreeze Zone Advisor Joey Giordano suggests "form site"
2. Awards Revisions and Implementations: be able to have different clubs want to apply for awards because usually 1 or 2 clubs dominate
3. Bylaws and Policy Codes: how we can amend them to make them better for our District

**E. Kiwanis Family Relations Chair: Abigail Lewis**

1. Date and place was confirmed: will be July 14th
2. Goal is to increase Circle K and Key Club attendance for the Picnic: Advertise it a lot. Have different forms of games that we have not done before.
3. States that she wants to put together to put a guide book for other branches to easily reach out to each other.
4. Possible incentive in registering for events

**F. Membership, Development & Education Chair: Emily Hendrickson**



1. States that she wants to create a Kahoot as an activity based on NJ CKI questions that will be sent out to clubs so they can do that during their meetings.
2. She will be going to other clubs and helping Michael Hughes charter clubs.
3. Wants to do different webinars on information for clubs to use, there will be a webinar in September about recruitment.

**G. INSIGHT Chair: Anisha Singh**

1. Will start planning for Insight; such as exercises, activities and involvement.
2. Wants to create a marketing video for clubs to share about Insight
3. Wants to increase involvement in CKI District events, along with increase Rutgers CKI involvement

**H. Service Chair: Steven Talarsky**

1. Wants to create fun service projects over the summer and during the year.
2. Would like to get to know his committee better

**I. District Convention Chair: Kimmy Cacciato**

1. Wrote a blurb for the May District newsletter.
2. She will start thinking of ideas for DCON

**(Governor Taylor McKay entertains a motion for a 5 min bathroom break)**

Garden LTG Anthony Patrizi makes motion

Metro LTG Jonathan Varano seconds the motion

The motion passed unanimously

**IX. Lieutenant Governor Reports**

**A. Metro Division: Jonathan Varano**

1. Has reached out to all club presidents and hopes to train all the presidents that were unable to go to COTC, within the next month
2. Will be working alongside Michael Hughes build clubs in Metro Division, looking into Ramapo University
  - a) Mickey Cohen says Ramapo is a hard area to find a Kiwanis club to sponsor
3. Was in contact with past Secretary of St. Peters, will try to start things up again
  - a) Bill Seeman says he can offer support



**B. Seabreeze Division: Mayur Patel**

1. Rutgers: President is doing very well with running the club
2. TCNJ: Everyone came to COTC, and they are doing strong things to reach out to their Kiwanis
3. Rider: In the process of being trained
4. Wants to create a Divisional Rally sometime down the line

**C. Garden Division: Anthony Patrizi**

1. Was in contact with ACCC's club president Anisha: they went on a trip to the zoo and raised money for donations and spread awareness for animals
2. Wants to train the officers that were unable to attend COTC

**D. Taylor asks for LTG's to create more club communication**

1. Group chats, webinars, and other forms communication techniques

**X. Executive Committee Reports**

**A. Editor: Taylor Fairman**

1. Reached out to multiple people about articles
2. Next Circling will be May 26th and it will be a Disney themed, the article will include:
  - a) K-Family Picnic
  - b) CKIx
  - c) Committee Members Announced
3. Next newsletter after May will be in July
4. Her goal is to fix her email sending so the newsletter is sent out properly to clubs

**B. Treasurer: Haylie Hennigan**

1. Wants to do a District event scholarship, and wants to do (5) \$100 DCON discounts.
2. The budget was approved and people can use vouchers on their budget, there was a step by step guide that was provided in the drive.

**C. Secretary: Rachel DeFelice**

1. All active club secretaries were trained in the new MRF format
2. She updated the board on their standings as a District from the recent MRF's

**D. Governor: Taylor McKay**





1. Hosted one on one meetings with presidents, Ana Lira from Montclair and Tea Scott from Seton Hall are the only presidents left for a meeting
2. April President MRF was filled out by all active club presidents
3. Communication plan of the 2nd week will be alternating updates between Secretary Rachel DeFelice, Editor Taylor Fairman, and Treasurer Haylie Hennigan.

**E. Governor Taylor McKay entertains a motion to approve all reports submitted**

1. Metro LTG Jonathan Varano makes motion
2. Garden LTG Anthony Patrizi seconds the motion
3. The motion passed unanimously

**XI. New Business**

**A. Host Club Applications: Governor Taylor McKay**

1. TCNJ: K-Family Picnic, Club Rally, Winter Social
  - a) TCNJ will host K-Family Picnic
2. Rutgers: DLSSP, Winter Social
  - a) Rutgers will host DLSSP
3. Rowan: Club Rally, Insight, Winter Social
  - a) Rutgers will host Club Rally
4. Rider: Winter Social, DLSSP
  - a) Rider will host Winter Social
5. Stockton: Insight, DLSSP, Club Rally
  - a) Stockton will host Insight
6. Discussion to give all clubs their first choices

**B. Taylor entertains a motion to approve the assignments of Host Clubs**

1. Garden LTG Anthony Patrizi makes motion
2. Metro LTG Jonathan Varano seconds the motion
3. The motion passed unanimously

**C. Vouchers and Financial Standing: Treasurer Haylie Hennigan**

1. Vouchers were created and step by step information is in the drive
2. Administrator Mickey Cohen states that vouching for CKIx can be done now



**D. 1st and 2nd District Mailing: Secretary Rachel DeFelice**

1. 1st District mailing will go out end of May and will be about the update of the district along with announcements and club spotlights that were sent through the MRF

**E. K-Family Picnic and 3rd Official Board Meeting: Taylor McKay**

1. A poll will be going out in an email tomorrow about the 3rd official board meeting
2. K-Family will be at the same place it was last year, the Green-Island Clubhouse, it will be on July 14th and the goal is to have 100 attendees
  - a) It is a donation based event, board members should be donating supplies
  - b) A list of duties will be sent out by K-Family Chair Abby Lewis, and all board members must sign up for some duties
  - c) K-Family Chair Abigail Lewis stated she wanted to try to create wristbands for attendees to keep
  - d) Marketing Chair Alissa Papernick states she would like to have a throwback picture from last years K-Family Picnic event so we can start advertising on Instagram

**XII. Open Floor**

**A. Insight Camp Location Options**

1. Camp Mason:
  - a) Raised their prices per person which causes us to raise membership pricing
2. Camp Baptist Lebanon:
  - a) Cheaper than camp mason
  - b) Cabins are further away, however they hold more attendees
  - c) This is where Key Leader is usually held
3. Governor Taylor McKay entertains a motion to make a contract deal with Camp Lebanon to do INSIGHT at this location
  - a) Garden LTG Anthony Patrizi makes a motion
  - b) Secretary Rachel DeFelice seconds the motion
  - c) Motion passes unanimously



## **B. Board Fines Approval**

1. Fine prices can be found in the google drive under Board Fines
  - a) Governor Taylor McKay entertains a motion to approve the board fines
    - (1) Metro LTG Jonathan Varano moves the motion
    - (2) Secretary Rachel DeFelice seconds the motion
    - (3) The motion passed: 5 votes yes, 1 vote no (Anthony Patrizi)

## **XIII. Announcements and Deadlines: Governor Taylor McKay**

### **A. Announcements**

1. Send an email update by June 19th
  - a) Secretary Rachel DeFelice- is to send out District Mailings along with today's board meeting minutes within the week
  - b) Editor Taylor Fairman- Send out mailing by may
  - c) LTG's Mayur Patel, Jonathan Varano, and Anthony Patrizi- continue training officers and send a plan to Governor Taylor McKay for a Divisional Rally
  - d) Committee Chairs- May 25th, send out introduction committee email and CC' Taylor on the email
    - (1) Emily Hendrickson- Send a plan for the 2 summer webinars to Governor Taylor McKay
    - (2) Abby Lewis- Work on K-Family Picnic plans
    - (3) Steven Talarsky- Work on potential service projects for K-Family Picnic
    - (4) Dimpie Shah- Set up the 6 flags fundraiser and a K-Family picnic fundraiser
    - (5) Anisha Singh- Think of a theme for Insight so the board can vote on it. Along with a plan for the marketing video idea
    - (6) Kimmy Cacciato- Think of themes for DCON
    - (7) Stephania Gonzalez Mena- Start award applications along with list of criteria that needs to be changed



- (8) Alissa Papernik- Continue to post on social media and develop a plan on how to spotlight clubs on social media. Along with a plan on the marketing guide idea

**XIV. Closing Remarks: Governor Taylor McKay**

- A. “It was a fun weekend, and we have bonded very much and I am happy everyone is getting along”

**XV. Moment of Hope: Metro LTG Jonathan Varano**

- A. He is thankful for a productive meeting and is excited for all the upcoming events that will be going on during the service year

**XVI. Adjournment**

- A. Governor Taylor McKay entertained a motion to adjourn the 2nd Official Board Meeting of the NJ District Board of Trustees
1. Garden LTG Anthony Patrizi made the motion
  2. The motion passed unanimously
- B. The 2nd Official Board meeting was adjourned at 1:30pm