

Ojasvita Reddy  
2024-2025 District Secretary  
New Jersey District of Circle K International  
Phone: (925) 414-8718  
Email: ojasvitareddy.cki@gmail.com



## Second Official Board Meeting

### NEW JERSEY DISTRICT | Circle K International

New Jersey District Board of Trustees  
2nd Official Board Meeting Minutes  
Saturday, May 18, 2024 | 10:00 AM  
Patterson, NJ

## Executive Summary

The May 18th, 2024, Second Official Board Meeting was called to order at 10:08 AM by District Governer Sanya Majmudar.

An amendment to the First Official Board Meeting Minutes was proposed and approved. The amended First Official Board Meeting Minutes were approved.

The dates for the summer planning meetings and the Third Official Board Meeting were discussed and approved.

The host clubs were approved for INSIGHT, District Convention, and District Large Scale Service Project.

All submitted Board Report Forms were approved.

The Second Official Board Meeting was adjourned at 2:10 PM.

# Call to Order

District Governor  
Sanaya Majmudar

*District Governor Sanya Majmudar called this, the Second Official Board Meeting, to order at 10:08 AM.*

**Seabreeze Lieutenant Governor Kenny Nguyen** gave the Circle K Pledge.

**District Editor Samuel Zheng** gave the Moment of Reflection.

# Roll Call

District Secretary  
Ojasvita Reddy

## **New Jersey Circle K District Board:**

District Governor Sanya Majmudar  
District Secretary Ojasvita Reddy  
District Treasurer Crystal Kilfeather  
District Editor Samuel Zheng  
Metro Lieutenant Governor Joseph Rivera  
Seabreeze Lieutenant Governor Kenny Nguyen  
Garden Lieutenant Governor Shayna Achamizo

## **New Jersey Circle K District Board:**

Co-Conventions and Conferences Chair Julia Kowal  
Co-Conventions and Conferences Chair Meagan Kane  
Fundraising Chair Mariann Delgado  
Kiwanis Family and Alumni Relations Chair Dylan Caraballo  
Laws, Regulations and Awards Chair Moira DeVera  
Co-Service Chair Bridget Brennan  
Co-Service Chair Michael Deem Jr.  
Technology Chair Anthony Caruso

**Absent:** Membership Development and Education Chair Anushka Dixit

## **New Jersey District Kiwanis Committee:**

District Administrator Michael Olivo  
Metro Zone Advisor Kelly Shaup

## **Absent:**

Financial Counselor Emily Scharf  
Seabreeze Zone Advisor Michael Murray  
Garden Zone Advisor Sharon Daubenspeck

**District Governor Sanya Majmudar** welcomed the following individuals: NJ Kiwanis District Governor **Howard Gordon**, and Circle K International Trustee **Nancy Mi**. She shared that NJ Key Club District Governor **Justin Chen** was unable to attend as the NJ Key Club District Board was also having their board meeting simultaneously.

## Approval of Agenda & Minutes

### Current Meeting's Agenda

**District Governor Sanya Majmudar** entertained a motion to approve the current Second Board Meeting Agenda.

- Garden Lieutenant Governor Shayna Achamizo made the motion.
- District Treasurer Crystal Kilfeather seconded the motion.
- No discussion.
- **Unanimously approved.**

### First Official Board Meeting Minutes

**District Governor Sanya Majmudar** entertained a motion to have District Secretary Ojasvita Reddy amend the First Official Board Meeting Minutes to change the number of dues-paid members in Seabreeze Lieutenant Governor Kenny Nguyen's report from 20 to 34.

- Seabreeze Lieutenant Governor Kenny Nguyen made the motion.
- Metro Lieutenant Governor Joseph Rivera seconded the motion.
- No discussion.
- **Unanimously approved.**

**District Governor Sanya Majmudar** entertained a motion to approve the amended First Official Board Meeting Minutes.

- Metro Lieutenant Governor Joseph Rivera made the motion.
- District Treasurer Crystal Kilfeather seconded the motion.
- No discussion.
- **Unanimously approved.**

**District Administrator Michael Olivo** shared that he hopes everyone got through the finals at the end of the semester. He was glad to see everyone there and those who joined us online. He continued that now is the time to be thinking about September through December and to get that done. This is so that when September rolls around, you start thinking about the spring semester. So let's use the summer. Let's use it smartly. Let's get our stuff done. Let's plan as much as we can in advance. He added that after we get through Memorial Day weekend, we will start looking to finalize some hotel stuff for the District Convention (DCON) and start bringing proposals and see what seems to make sense. He also noted that we have a new member on the Kiwanis Committee, Anthony Thomas who has come on as an Assistant Zone Administrator for the Metro Division and welcomed him.

## NJ Kiwanis Family Updates

Kiwanis and Key Club  
Officers

**NJ Kiwanis District Governor Howard Gordon** shared that nothing has changed since last month. He stated to those going out to Denver for the International Convention (ICON), that he looks forward to seeing you out there and for anybody who is going, if you don't have his cell phone number, please get it from District Administrator Michael Olivo before you leave so if there has an issue you can give him a call.

**District Governor Sanya Majmudar** then shared updates about NJ Key Club on behalf of NJ Key Club District Governor Justin Chen. She stated that as of right now, Key Club has 158 clubs throughout the New Jersey District. As for membership, NJ Key Club has 9,575 Key Clubbers, and is the eighth largest district in terms of membership currently. For updates on district level, he had the opportunity to attend the Governor and Administrative Training Conference (GATC) at the Key Club International Headquarters this past weekend, and was able to meet governors across the world and learn about some new updates on international level, including a planned dues amendment for ICON 2024 by the International Board, an increase for \$3 with the subsidy programs for certain districts, and another amendment to adjust dues every four years to adjust to inflation. During his time at GATC, I also learned about general tips and advice for his term as governor and different ways to make the best out of the service year. Additionally, the Lieutenant Governors have been able to send out two monthly newsletters as of this month to Kiwanis and Key Clubs within their division.



**District Governor Sanya Majmuda** continued that they have also been able to organize their committee directives and the committee members. These committees were created a few weeks ago and have been meeting regularly to accomplish tasks before the first official district board meeting next week. For the annual district project, the NJ Key Club Board has voted for the topic of mental health services and support, and this topic will be approved during their board meeting this week. When approved, they plan on collaborating with international service partner, Erica's Lighthouse, for the project. On another note, he and District Governor Sanya Majmudar have discussed and are planning to host a service leadership event sometime in early fall with geographic-specific events in North, Central, and South Jersey to further engage connections between the K-family. She concluded that NJ Key Club is also planning on hosting a Regional Training Conference on June 8th and June 9th via Zoom to host a variety of different workshops free to all NJ Key Club members.

## International Updates

Circle K International Trustee  
Nancy Mi

**Circle K International Trustee Nancy Mi** shared that ICON will be in Denver, CO from July 3rd-5th and the registration closes June 1st for a registration fee is \$325. She reminded everyone to check the website to take a look at the Denver guide, for food or sites to see, the schedule, and candidate information as well. The meals that are included for anyone going to ICON will be Thursday and Friday lunch, and the rest will be time for you guys to explore and find some food options around. She added that there is also a roommate form if anyone is looking to fill in their room with four people so they can save a little bit of money. There are also going to be Bylaw Town Halls for all the bylaw amendments at ICON. They will be May 30th at 8 PM EST and June 19th at 8 PM. EST. Both those options are open to everyone, so hopefully you can stop by and learn a little bit more about all of the amendments that will be voted for at the House of Delegates. Caucus of the Whole this year will also be online and will be a virtual event open to all members. It'll be on June 25th at 8 PM EST. If you aren't coming to ICON, she still highly recommends you attend as you will be able to learn a little bit more about all the candidates. Their literature is online, but this will be a chance for them to kind of speak to everybody. Additionally, if you are looking to purchase anything from the store, you can choose the option of having a store pickup at Denver, which will save a lot of money on shipping for anyone who wants to purchase anything. So take a look at the store if there's anything that interests you and just choose the shipping option to pick up at Denver. She continued that the grant for Tomorrow Fund applications also will be closing June 1st. There are grants of \$200 to \$2,000 for any service project of your dreams. They're open for the district and any clubs, so anyone that's interested, she highly recommends you apply for those. It's a really good opportunity, and she asks to let her know if you have any questions about anything. She finished by reminding everyone that the alumni network is a great opportunity for seniors, so if you know anyone that's graduating, since you still have their contact information, she highly recommends you reach out to them, send them the alumni network information so they can keep in touch with CKI.

**District Governor Sanya Majmudar** now turned the Board's attention to discuss any issues that may have been going on with clubs, like charters and reactivations.

**Metro Lieutenant Governor Joseph Rivera** shared that he reached out to Kean University and Fairleigh Dickinson University (FDU) but has not gotten a response yet and sent a follow-up yesterday. If he doesn't hear anything from them, he is going to try to see if he can go to any of the other backup schools that he has.

**District Administrator Michael Olivo** added that for the new charters we're thinking of, especially for the four-year schools, a lot of the schools will have Facebook groups for incoming classes or each class. He stated that we should try to find a way in and start making some posts like "Hey, were any of you in Key Club? Is this something you think, is community service still part of what you want to do in college?" We can help you with that" and frame it. That's a good all-around strategy. Especially putting together a campaign that's built to do this kind of thing.

**District Governor Sanya Majmudar** agreed and said that if we get anyone that is interested, we can reach out as a district board member and just let them know. She also added that all the Lieutenant Governors (LTGs) were tasked with reaching out to two to three people within their division that are seasoned leaders, and are willing to help out the District Board in terms of chartering, helping them send out emails, taking minutes, things like that. They would be LTG Helpers and hold an unofficial board member position. Sge also talked to Laws, Regulations and Awards Chair Moira DeVera about making an award for this role at the District Convention (DCON) so we can reward them for all the hard work they did. They are all really interested in getting more involved in the district, so this will hopefully help with chartering and reactivation. This way we can get more help since the LTGs are usually the most swamped on our board in terms of reaching out to clubs, fostering connections, etc.

**Seabreeze Lieutenant Governor Kenny Nguyen** shared that he is planning on meeting with Middlesex College hopefully next week or at the latest in June. In terms of Brookdale Community College (BCC), he met with JP on Monday in order to try to create an action plan and reactivate Brookdale, but said that they should probably have a follow-up meeting after talking with Membership Development and Education Chair Anushka Dixit and Fundraising Chair Mariann Delgado. One of the ideas that JP shared during their meeting was having a built-in app for dues-paid members so all the information is collected in one thing. That way people will understand what are the perks and what are things coming up, such as scholarships and stuff.



**Garden Lieutenant Governor Shayna Achamizo** inquired if there was any way that the District could get membership pins for community colleges.

**District Governor Sanya Majmudar** suggested that we can offer old DCON pins at a discounted price so that they can at least have some type of CKI pin if they don't want to order membership pins.

**District Administrator Michael Olivo** added that we do have flexibility with that and if the officers are interested in buying 10-15 pins at a time, then we can work something out and those pins would still be cheaper than any of the member or club officer pins.

**NJ Kiwanis District Governor Howard Gordon** stated that we should contact NJ Kiwanis District Secretary Nancy Heart Esposito because their district does get some discounts a few times during the year.

**Garden Lieutenant Governor Shayna Achamizo** continued that she tried reaching out to the advisor at Rowan College at Burlington County (RCBC) and is still waiting for a response and hopes to get in contact with her this week.

**District Governor Sanya Majmudar** added that RCBC also has a new president who is very responsive and wants to get more involved and start recruiting people. She also filled out the Tomorrow Fund interest form but since they are currently inactive, if they can gain up to 10 members by December, then we can have them start applying for the Tomorrow Fund.

**District Administrator Michael Olivo** noted that Past-Governor Alyssa who works at RCBC cannot be an official advisor for the club because of her role in the EOF organization and structure there. However, it doesn't mean she can't be involved in the background or still helping and promoting, especially as someone who has as good an understanding of CKI as she does.

## Board Action

**District Governer  
Sanaya Majmudar**

### **District Calendar of Events**

**District Governor Sanya Majmudar** then turned the district board's attention to the district calendar of events.

She began by confirming that the Kiwanis Family Picnic will be on Sunday, July 28th from 11 AM to 3 PM at Green Island, Toms River, before moving onto district board meeting dates. She stated that over the summer she wants to have virtual planning meetings once a month till September. Unless we have to vote on an item, these meetings will be considered unofficial working meetings. This would mean that we would have a meeting in June, July, and then we hit the in-person meetings in September. We will have INSIGHT the first week of November at Camp Lebanon (Nov. 1st-3rd). We will have a board meeting in December. During the third or fourth week of January, we will have our Winter Leadership Conference with the Kiwanis Family Prom the night before and a board meeting after. Then we have our District Convention (DCON), February 28th to March 2nd, 2025.

Based on the suggestions and availability of all the board members it was determined that we will have virtual unofficial board planning meetings on Sunday, June 23rd from 6 PM to 10 PM and on Sunday, July 21st from 6 PM - 10 PM, our Third Official Board Meeting on Sunday, September 8th at 10 AM tentatively at Rider University, and the Fourth Official Board Meeting will be in December potentially at Stockton University.

**District Governor Sanya Majmudar** entertained a motion to approve all of the district calendar events as proposed.

- District Treasurer Crystal Kilfeather made the motion.
- Garden Lieutenant Governor Shayna Achamizo seconded the motion.
- No discussion.
- **Unanimously approved.**

## **District Goals**

**District Governor Sanya Majmudar** turned the district board's attention to the district goals and reiterated that the membership count on the Membership Update Center (MUC) will reset in September.

**District Administrator Michael Olivo** added that once the MUC gets shut down in August or that's essentially it and then they're kind of clearing the decks, getting prepared to roll out the new year.

**District Governor Sanya Majmudar** continued that for the active clubs we have 9/10 clubs from our goal. We are aiming for two charters and reactivations, 75 Kiwanis Family Relations events, 60 interclubs, 7,680 service hours, \$4,000 for BrickxBrick. We are currently at 12 K-fam events, 6 interclubs, and 763 service hours. She continued that for ICON attendance we were aiming for 10 members but we only have 5-6 members registered as it is expensive. It is not as financially feasible this year but next year it will be really close by in Pittsburgh.



**District Administrator Michael Olivo** stated that if there is enough interest for ICON next year, we can even look into getting a bus for the district.

## **Host Club Applications**

**District Governor Sanya Majmudar** brought to the district board's attention the submitted host club applications. The application was extended till last Friday and we have three applications from Stockton, Rowan, and NJIT - who put in an unofficial one with a tentative schedule just for the Tomorrow Fund project they received last cycle. With NJIT, we weren't able to get the check until after the service year was over so we still did DLSSP with NJIT but we had to do a different project that was not the Tomorrow Fund one because we didn't get the money in time. She talked to Shailee Shah, the president of NJIT CKI, who agreed to doing the Tomorrow Fund project early spring semester, sometime in January or February, and just counting it as DLSSP.

**Metro Lieutenant Governor Joseph Rivera** added that NJIT plans on creating a committee for the Tomorrow Fund project and possibly opening it up to the District to be able to plan for the entirety of the event.

After giving the district board some time to review and discuss the applications, **District Governor Sanya Majmudar** entertained a motion to vote for the host clubs for Rowan University to be the INSIGHT host club, Stockton University to be the DCON host club, and NJIT to be the DLSSP host club.

- Metro Lieutenant Governor Joseph Rivera made the motion.
- District Treasurer Crystal Kilfeather seconded the motion.
- No discussion.
- **Unanimously approved.**

**District Governor Sanya Majmudar** stated she will send out more information after she puts together goes over the host club's responsibilities and will work with the necessary counterparts to inform the selected host clubs.

## Kiwanis Family & Alumni Relations Chair

**Kiwanis Family and Alumni Relations Chair Dylan Caraballo** submitted his report as written. He stated that he has had a lot of communications with the different chairs and District Governor Sanya Majmudar to start putting the Kiwanis Family Picnic together. He met with the previous Kiwanis Family & Alumni Relations Chair Naomi Nguyen to go through the successor packet in April. His first committee is scheduled for next week on Tuesday night at 8 PM and the committee will be meeting bi-weekly until after the Kiwanis Family Picnic and then tri-weekly to plan the Key to College webinars and more. For promoting the Kiwanis Family Picnic he wants to make a flyer & itinerary with the itinerary, posting it on social media, posting a countdown on social media pages as the picnic approaches, making a promotional video with committee members at the actual picnic location, and promoting it in Facebook groups with Kiwaninas, the district website, plus sending out emails. He also added that he would like to do a social media takeover, whether it's different board members or different K-Fam committee members, where we either answer questions about the picnic or we just have a day where we talk about the Kiwanis Family Picnic and promote it. He added that he made an updated registration form, carpooling form and a supply list sign-up sheet. The flyer and the itinerary for the picnic are almost finalized. For the Key Club Regional Training Conferences (RTCs) on June 8th and June 9th, he is unable to present due to a change in his schedule and asked for some of the district board members to present in his stead if they can. For the September RTCs, he plans on having his committee members present. Dylan C. continued that we're also planning a service project with Key Club to have a divisional service day in September and every division will be doing something different. All April directives and four out of the nine May directives have been completed thus far.

## Technology Chair

**Technology Chair Anthony Caruso** submitted his report as written. He stated that he has been having calls with people Garden Lieutenant Governor Shayna Achamizo for website stuff and contacted people for miscellaneous things like pictures for the website. He then shared that he is working with the Kiwanis Committee to get all the board members official emails through Google Suites and use a website domain to post emails.

**NJ Kiwanis District Governor Howard Gordon** warned the Board about the limitations of Google Suites and its implications because of Google's rules.

**Technology Chair Anthony Caruso** noting this continued that for committee updates, he is waiting to hold his committee meeting after all the other committees have theirs because a lot of the other committees will be requesting videos and stuff. As such, early June is when he is going to be holding his first meeting. For other website updates, he stated that he has updated the board info pictures for all the officers and will now reach out to all the Kiwanis Committee members asking for pictures. He also uploaded the First Official Board Meeting minutes and district goals to the website. Aside from that, he has been updating the resources page to collect information into one area on the website and plans on asking club officers what they would want on the website. All April directives and five out of the eight May directives have been completed thus far.

## **Laws, Regulations, and Awards Chair**

**Laws, Regulations and Awards Chair Moira DeVera** submitted her report as written. She stated that she brainstormed award improvements and sent her initial email to her committee. She also met with the previous Laws, Regulations and Awards Chair Arwa Muhamed to review the successor packet and reviewed the current NJ CKI bylaws. Some of her ideas on how to improve awards are collaborating with other chairs to promote awards or create an award or like provide an incentive for someone to do service, sending out award trackers early so people know what they need for awards to apply for awards, and making some new awards like the one for LTG Helpers. All April directives and one out of the three May directives have been completed thus far.

**NJ Kiwanis District Governor Howard Gordon** noted that the bylaw amendments that were adopted at DCON 2024 have been officially approved by the NJ Kiwanis District Board at their meeting last week and NJ Kiwanis District Secretary Nancy Heart Esposito has sent them to Kiwanis International.

## **Fundraising Chair**

**Fundraising Chair Mariann Delgado** submitted her report as written. She stated that she has scheduled her first committee meeting tentatively for May 24th at 5 PM and will be sending out an email to all the committee members soon and also set the agenda prior to the meeting. She plans on discussing the Kiwanis Family Picnic fundraiser, and future fundraiser plans for the year. She is focused on how the committee members come prepared to the meetings so the conversation will be a little bit more productive. For her April directives, she met with the previous Fundraising Chair Brandon Chang to review the successor packet and started thinking of ways to help clubs to fundraise. Currently, she is working with Kiwanis Family and Alumni Relations Chair Dylan Caraballo for the upcoming fundraiser and has also been discussing with District Governor Sanya Majmudar about fundraising packets/information for dues increase and that out to clubs probably by the end of the summer so she will be continuously working on that throughout the summer with her committee members. Lastly, she added that her, the Membership Development and Education Chair Anushka Dixit, and all the LTGs are meeting to create individualized membership and fundraising plans for all the clubs and hope to get that out before the school year starts. All April directives and one out of the six May directives have been completed thus far.



## **Membership Development & Education Chair**

Due to the absence of Membership Development and Education Chair Anushka Dixit, **District Governor Sanya Majmudar** submitted her report as written. Membership Development and Education Chair Anushka Dixit had no committee updates. She reviewed her successor packet and brainstormed ideas. She wants to incentivize people, so healthy competition between schools and more raffles. She also wants to focus on transparency, which is why we are doing the individualized plans in terms of the dues benefits and the increase. Follow recruitment ideas for clubs, so she wants to continue to use the recruitment and retention resource guide that Lisbet Garcia-Ortiz also sent out, so she wants to make a similar one. She has also sent out her first email to her committee for introduction and scheduling and made the First-year Ambassador Google form to implement the program at the district level. The district will be responsible for the application process and the onboarding, but the individual clubs would be responsible for determining what type of responsibilities they want the Ambassadors to have. She is in contact with Fundraising Chair Mariann Delgado to schedule the individualized plans and is working on drafting the resource toolkit. All April directives and two out of the six May directives have been completed thus far.

## **Co-Service Chairs**

**Co-Service Chair Bridget Brennan** submitted her report as written. She stated that she worked with Co-Service Chair Michael Deem Jr. to send their first email out to the Service Committee introducing themselves and trying to set up their first meeting date. They also made a text group chat for little updates. For April, she with the previous Service Chair Zoe Welch, brainstormed some service project ideas, and reviewed the Tomorrow Fund application process. She and Co-Service Chair Michael Deem Jr. will meet on May 29th to go over ideas for Governor's Projects, Winter Leadership Conference, and any signature projects we come up with for the year. She also drafted an email for DLSSP responsibilities. She shared that the Co-Service Chairs have plans to make a presentation about what counts as service hour by working with District Secretary Ojasvita Reddy so that they can present it to their committee, who can then present it to their clubs when the school year starts. They also plan on creating a list of summer service opportunities to be distributed which will be finalized at their first committee meeting. All April directives and one out of the five May directives have been completed thus far.

**Co-Service Chair Michael Deem Jr.** submitted his report as written. He stated that he met with the previous Service Chair Zoe Welch for their transition meeting, met with Sonia and the other committee chairs for our training, and met with Co-Service Chair Bridget Brennan to plan for the year. Their committee meeting is pending as they sent out a when-to-meet to coordinate for meetings over the summer. He added that he also worked on creating a form for folks to submit for any assistance with their Tomorrow Fund application. The Co-Service Chairs also created the committee group chat in iMessage, along with creating a shared projects document for the service co-chairs, just to keep track of shared progress.

**Co-Service Chair Michael Deem Jr.** added that they also sent out the email to the service committee introducing themselves with an attached when-to-meet, and are currently working on a list of summer service opportunities, but the full list is pending. All April directives and four out of the five May directives have been completed thus far.

## **Co-Conventions and Conferences Chair**

**Co-Conventions and Conferences Chair Meagan Kane** submitted her report as written. She stated that she met with previous Conventions and Conferences Chair Mariann Delgado to go over the successor packet and has been working with Co-Conventions and Conferences Chair Julia Kowal to communicate with the ConCon Committee via text and email. No committee meetings yet, but she shared that they are in the process of scheduling our first committee meeting. They sent out an email to their committee on May 13th with their introductions and a link to when to meet but had some trouble with GoogleGroups which was resolved shortly after. She continued that she has brainstormed some ideas for INSIGHT and promotional ideas such as creating some flyers, working with the committee on that, sending out emails, sending out Discord reminders, social media with posts, posting the flyers, doing those on Instagram stories, and having interviews with those who have attended INSIGHT and can just talk about their experience, and we can make that into a video and post that on social media. All April directives and one out of the four May directives have been completed thus far.

**Co-Conventions and Conferences Chair Julia Kowal** submitted her report as written. She stated that she met the previous Conventions and Conferences Chair Kenny Au to review the successor packet and has been in communication with Co-Conventions and Conferences Chair Meagan Kane to plan things for their committee. She shared that the first committee meeting will be sometime in the week of June 2nd through June 8th most likely at night. She brainstorms some ideas for possible DCON themes but they still need to be flushed out more. She mentioned that she was considering a beach theme but since the Kiwanis Family Picnic is centered around that some other ideas we can explore would be an under-the-sea theme, or Dreaming of CKI with a night-related theme. In terms of promotion ideas, she wants to involve the ConCon Committee as much as possible by delegating tasks such as creating posts and videos to the committee members as well as the flyer once the theme has been finalized. All April directives and one out of the four May directives have been completed thus far.

**District Governor Sanya Majmudar** added that she really likes the theme of “Dreaming of CKI” as it is really cute and professional too for DCON and suggested a Candyland theme for INSIGHT.

## Metro Division

**Metro Lieutenant Governor Joseph Rivera** submitted his report as written. He stated that for club updates, he was able to meet with Montclair State University (MSU) and NJIT before today's meeting and will be meeting with Caldwell University sometime next week. Unfortunately for MSU, their vice president has stepped down so they are currently looking for a replacement and will be going into full force with that once the next semester starts. As for events, MSU wants to do monthly events based on the themes of the month with fundraisers and events throughout. He shared that he was also able to go over all the club's general budgets. Montclair has technically \$2,000—a guaranteed \$1,000 for events and another \$1,000 for promotional items, but it's first come, first serve. They have a few ideas for promotion and tabling such as business cards, utilizing more social media, and making a new poster board. They really want to focus more on retention as well, having e-board members involved, at least two to three e-board members at events, and really adding that wow factor. For service hours, they do want to have about 100 hours per month starting September as a club, so around 700 for the service year. For K-fam events, they want to work more with GlenRidge Kiwanis and other high schools in the area such as Bloomfield, Glenridge, and Clifton. For interclubs, they definitely want to work with NJIT and their fire pit as well as a Color A Smile with another club. They also want to use the buddy system that District Governor Sanya Majmudar brought up last month and do online service projects such as Bean Bean Bean, Free Rice, etc. He also added that he plans on doing a Toys for Tots with all the clubs in his division. Because MSU has a bigger board this year their e-board meetings are monthly as of right now, but they will be moving to bi-weekly once the fall semester starts. MSU also has a good relationship with their sponsoring Kiwanis and they help with what GlenRidge does. They are able to host a divisional or district event, but there are some constraints with parking so they will try to see if there's a workaround for this upcoming semester. Caldwell is definitely interested in working with other campus organizations. For their budget, they do have a guaranteed \$1,000, but they have to use it on a big event in partnership with other clubs on their campus. He still has to talk with the Caldwell President to get a better understanding of their semesterly budget. For promotion, they want to do more club fairs, more giveaways and raffles for free merch. For K-fam they want to meet with Caldwell West Essex and have a good relationship with them. For interclubs, they definitely want to do something with Montclair and NJIT. Their e-board plans on meeting bi-weekly once August starts. For NJIT, they have brainstormed event ideas such as a movie night, car wash fundraiser, and the food pantry made for DLSSP. They want to work with other campus organizations as well as help out more with their local communities such as the YMCA, food banks, and shelters. For their budget, they have \$2,500 for the semester and they have to reapply each semester. For promotion, they'll be using more social media, club fairs, and giveaways.



**Metro Lieutenant Governor Joseph Rivera** continued that NJIT wants to do a new raffle system to be able to keep both retention up and have people join for their meetings. They'll be handing out tickets at every meeting and once a person collects five tickets, they will be able to hand in the ticket to spin a wheel for a free shirt, a free pin, and so on. For K-fam events, they will work with Livingston Kiwanis. They are also looking to work with a local Key Club but they don't know which one's the closest one, so he is going to work with Kiwanis Family and Alumni Relations Chair Dylan Caraballo to get them that information. He continued that for interclubs, NJIT definitely wants to work with MSU. Their general body meeting will still be on Friday 12-1 PM and their e-board will be meeting bi-weekly starting at the end of June to weekly in August. They have a good relationship with their Kiwanis club. They would be able to book rooms for divisional events if they are notified at least one month in advance. NJIT is worried about being able to have transportation to events. Metro Lieutenant Governor Joseph Rivera is trying to gather a list of all the people that are able to drive in the division to better facilitate the overall transportation situation as this is a divisional weakness. He stated that for club building he did reach out to Kean and FDU but has not gotten a response yet.

**District Administrator Michael Olivo** stated that he will try to reach out to Kiwanian contact for Kean and FDU on his behalf and see if he can get in touch with anyone.

**Metro Lieutenant Governor Joseph Rivera** concluded that he has been brainstorming a few ideas for divisional events and will be fleshing them out over the summer. For the Divisional Rally, which will be sometime in October, before INSIGHT, the LTGs will be meeting sometime next week to figure out what we want to do if we want to have them interconnected. Two out of the four May directives have been completed thus far.

## **Seabreeze Division**

**Seabreeze Lieutenant Governor Kenny Nguyen** submitted his report as written. For club updates, he stated that everyone is done with finals and they want to do some summer planning in June. Rider University is planning on changing their meeting time from Wednesday nights to Monday nights at 8 PM. He noted for divisional updates, there are two things he wants to implement: an interclub event mailing list where he gives everyone a rundown of everyone's events across all the clubs and monthly or bi-monthly LTG feedback forms so that he can gauge how he is doing at his position and what he needs to improve on. For divisional weaknesses, recruitment, retention, and finances are still an issue. He continued that he emailed Middlesex College a couple of days ago and is planning to meet with them hopefully by next week. For Brookdale College, he met with JP and is working on an action plan. JP is currently trying to find people who want to be president of the club. Overall, he has been checking in with club presidents and vice presidents, brainstorming ideas for divisional events and the divisional rally for which he will be meeting with the other two LTGs next week on May 21st. Two out of the four May directives have been completed thus far.

## Garden Division

**Garden Lieutenant Governor Shayna Achamizo** submitted her report as written. She stated that she has been communicating a lot with the various club advisors and club presidents. Stockton University has completed 392 service hours out of their goal and also applied to be a host club. They have also appointed their committee chairs and will be doing summer socials, Wednesday service club meetings, book club and committee meetings. They probably might not use the first-year program because they are focusing more on their committee chairs and that's usually how they get their freshmen involved as well as the Stockton move-in day for service and recruitment. They have already started training their committee chairs. Rowan University has completed 161 service hours and also has applied to be a host club. They are spending their summer planning for the fall with their e-board. They're not really sure about the first-year program but are interested in doing an e-board-in-training role like Stockton does. They also plan to recruit at their President's Fair as well as through the Honors College Mentor Program. They've also already created a trifold and flyers for recruiting. For Rowan College at Burlington County (RCBC), Jada has accepted her role as club president and Kristen the previous president is interested in being secretary but has not responded to District Secretary Ojasvita Reddy's email for training. Garden Lieutenant Governor Shayna Achamizo stated that she also met with Grace, the founding president at RCBC and got access to her Google Drive which has everything she's ever used for RCBC so we'll be using that to help RCBC with planning all the events. She also met with Past District Governor Alyssa to discuss what RCBC was like in the past and also service project ideas. She will be tabling with her at their EOF event. She is waiting to plan a meeting with the RCBC club advisor. Atlantic Cape Community College (ACCC), has been doing good with 45 service hours. They will not be applying for host club applications. They do not have successors yet, but they do have some members staying for the fall. Their most active members will be inactive in the fall, though because they'll be on the Cape May campus. As such, if members aren't available in person, they might make their meetings either fully online or they will change the meeting times to nighttime. They plan to focus on fundraising for the next year. They also want to make meetings more interactive instead of fully informational to get members more engaged which she has discussed with the club advisor as well. She also noted that one idea would be to implement an e-board training phase before we offer the president or the full club officer position at RCBC so that the role is not as intimidating. Then hopefully that will help them commit to being full leadership. For divisional progress, she gained ownership of the divisional website and has been working on officers and contact information on there, club newsletters, and pictures as well. Also, for LTG helpers, she recruited four people including RCBC's Founding President Grace, Stockton's Secretary Matthew, and Rowan's MDE Chair Cassie. The division is also doing very strongly with K-fam relations. Cedar Creek Key Club did say that they are interested in working with ACCC and Stockton more. All the clubs in the division are interested in working with Key Clubs but are unsure how to go about it due to differing campus safety regulations.

**District Administrator Michael Olivo** suggested the use of a neutral off-campus site for joint events to address these issues such as a local park clean-up.

**Garden Lieutenant Governor Shayna Achamizo** concluded that for divisional event planning, she is set on pet presentations and divisional rally which she needs to set a date for with the other LTGs. She is also planning a divisional arcade day which has been done in the past by previous LTGs as well as possibly renting a movie theater as an inter-divisional with the Seabreeze Division. For divisional weakness, we still need officers for ACCC and RCBC. Three out of the four May directives have been completed thus far.

## Executive Board Reports

NJ Circle K International  
Executive Board

### Editor

**District Editor Samuel Zheng** submitted his report as written. He shared his ideas for the May Circling district board introductions, COTC recap, ICON promotion, shoutouts with club presidents, general members, and a couple of club events, a preview of the Kiwanis Family Picnic, and the Governor's Project. For the July Circling, he is going to do an ICON recap, an iBoard page, promote the global leadership certificate, a Kiwanis Family Picnic recap, club updates, club resources, such as dues and recruitment, and INSIGHT promotion. He added that he has worked on promoting the host club applications on Instagram, and will continue to finish up the May Circling as well as releasing the Kiwanis Family Picnic flyer. Three out of the five May directives have been completed thus far.

### Treasurer

**District Treasurer Crystal Kilfeather** submitted her report as written. No changes to club status and the budget. The KICK letter is complete and is set to be sent out on August 5th. Following that she will send a reminder on the first Monday of every month to the Kiwanis Club about the KICK donations.

**District Administrator Michael Olivo** noted that he recently got an updated spreadsheet of all the Kiwanis Club presidents and secretaries which can be used when making the mailing labels.

**District Treasurer Crystal Kilfeather** continued that any vouchers that have been submitted for May have been processed. She also announced to the Board that we made \$77.01 on the Panda Express fundraiser and \$185.50 on the Double Good fundraiser with a shoutout to Metro Lieutenant Governor Joseph Rivera and his dad for their help with that. There are some issues with payout methods for the Double Good fundraiser that still need to be worked out. She concluded by reminding everyone that the May vouchers are due May 29th. Three out of the five May directives have been completed thus far.



## Secretary

**District Secretary Ojasvita Reddy** submitted her report as written. She stated that she has been communicating a lot back and forth with all of the club secretaries, but was finally able to get in touch with all nine secretaries in the district. She has been continuing to meet with the secretaries one-on-one and has also trained the secretaries who were unable to attend the Club Officer Training Conference to make sure that everyone was clear on what the Monthly Report Form (MRF) entails, what counts as a service hour, etc., and answered any questions that they might have had. She also reported that the First Official Board meeting minutes have been completed and posted to the website. She continued that she wants to get the numerical goals from all the clubs to make divisional-specific stat infographics based on the numerical goals all the clubs set. She is going to urge all the secretaries to bring this up with their respective e-boards and also requested the LTGs' help with this as having numerical goals will just make it easier to make more infographics with specific points that they can use with their student senates, or whenever they're requesting more funding. They can also serve as general progress trackers. The Secretary Guidebook is almost done, and will be sent out once she clarifies some questions about service hours with International Vice President Katie Lynch. With the Membership Update Center (MUC) Caldwell, Rider, and ACCC currently do not have access to it but she is working with the secretaries to get it resolved. As a result, not all of the secretaries were able to submit the April MRF, so as a temporary alternative, I have had those fill out spreadsheets or a Google doc with the numbers so that we have the totals from all the schools except Caldwell. Six out of the eight May directives have been completed thus far.

**District Governor Sanya Majmudar** entertained a motion to approve all the Board Report Forms except the Governor's Report Form.

- Metro Lieutenant Governor Joseph Rivera made the motion.
- District Treasurer Crystal Kilfeather seconded the motion.
- No discussion.
- **Unanimously approved.**

*District Governor Sanya Majmudar passed the chair to District Secretary Ojasvita Reddy to present her Board Report.*

## Governor

**District Governor Sanya Majmudar** submitted her report as written. She stated that she has been communicating with all the district board members, the President's Council, and Circle K International Trustee Nancy Mi. She sent COTC information, finished the presentation, has sent out the host club application, set bi-weekly one-on-ones with CKI and Kiwanis Committee, created and sent out the April newsletter, created committee member applications, did April one-on-ones, and also finalized the first board meeting agenda for May.

**District Governor Sanya Majmudar** continued that in May she conducted the President's Council meeting. She will send out the host club decisions after the Board meeting. She continued that she contacted committee member applicants and all accepted their roles as committee members, finalized board meeting, finalized the Kiwanis Family Picnic date with Kiwanis Family and Alumni Relations Chair Dylan Caraballo, and the New Jersey CKI Public Drive is updated. She also made a document for the LTG helpers and asked the LTGs to review it before it will be emailed out later this week. For focuses, she is working with the Co-Service Chairs and Fundraising Chair to implement them. She noted that the first Presidents Council meeting went really well and that it was recorded and shared with everyone even if they were not able to attend. She has also implemented bi-weekly calls with the Key Club counterparts whom we have a really good relationship with. For communication and disconnect with the club, she stated that she addressed a lot of concerns to Circle K International Trustee Nancy Mi who made a template for District Governor Sanya Majmudar about chartering and chartering resources. Seven out of the eleven May directives have been completed thus far.

**District Secretary Ojasvita Reddy** entertained a motion to approve District Governor Sanya Majmudar's Report Form.

- Seabreeze Lieutenant Governor Kenny Nguyen made the motion.
- District Treasurer Crystal Kilfeather seconded the motion.
- No discussion.
- **Unanimously approved.**

## New Business

**District Governer  
Sanaya Majmudar**

### **Vouchers Overview & Information**

**District Treasurer Crystal Kilfeather** shared with the district board a few reminders about vouchers such as letting her know when you receive the processed voucher reimbursement so she can keep track of them and also text her if you have any concerns regarding the processing time. She also asked the board to make sure that they are being put in the respective folders under voucher submissions and then also email her the submission.

### **Service Hours & Report Form Overview**

**District Secretary Ojasvita Reddy** shared that the reporting for the service hours had been updated on the Board Report Forms to account for administrative service hours and service outside of CKI. Another thing that she shared was that we will be changing how we track service hours for the district board through a spreadsheet that all the club secretaries will have access to just to make sure the secretaries are reporting these hours through the MRF as well.

**District Governor Sanya Majmudar** also requested for everyone to use the Secretary Guidebook going forward to clarify what counts as a service hour once it is confirmed with International Vice President Katie Lynch. She also encouraged everyone to start going to service meetings and get those hours up by helping your club out, especially if they feel a disconnect.

## **Committee Meetings and Structure**

**District Governor Sanya Majmudar** then went over the expectations for committee meetings and structure. She stated that all chairs need to have at least one meeting per month with their committee but that number can increase on an as-needed basis. She will be attending the first meeting for all of the committees. Other board members are also allowed to attend any of these meetings if applicable or if they wish to. There are also district executive board members on all the committees that are there as extra resources and to help answer questions.

## **Kiwanis Family Picnic**

**Kiwanis Family and Alumni Relations Chair Dylan Caraballo** then turned the district board's attention to the planning of the Kiwanis Family Picnic on Sunday, July 28th from 11 to 3 PM in Toms River. The theme this year will be "Beach Bash". The cost is \$10 a person. The dress code for the district board could be a yellow or Hawaiian shirt and for the guests it would be beach apparel. The schedule has been almost finalized: the board members will have to arrive by 9 AM to set up, with guests arriving from 11 AM - 12 PM, official welcome will be at 12 PM and introduction of the fundraiser, service project and lunch at 12:30 PM, at 1:45 PM will be more outdoor games and the water gun fundraiser, and the raffle at 2:30 PM.

**District Administrator Michael Olivo** advised against overly complicating the event as it is meant to be a day of getting together and having fun. It is really more of a get-together day. So I don't necessarily want you to be disappointed if you kind of have this itinerary and then no one really follows it. He added that it is a good idea to have a simple service project available, especially if it's raining because then we're all inside and maybe some board games or cards—easily available things to kind of keep people occupied.

**District Governor Sanya Majmudar** added that she would prefer the fundraiser be at the end because that way we can have everyone together and then we can also announce the raffle when everyone's together, which was how it was done last year where the District Treasurer and Fundraising Chair went around collecting donations. She also added that we will be having t-shirts for sale as well on the day of the event.



**District Administrator Michael Olivo** also suggested that the lunchtime may need to be adjusted a bit closer to 12 - 12:15 PM if people are arriving at 11 AM, but we can play it a little bit by ear in that time frame depending on when the food gets prepped.

**Kiwanis Family and Alumni Relations Chair Dylan Caraballo** made note of this as well as keeping an eye on specialty food items like the veggie burgers and inquired if anyone on the board had water guns.

**Metro Lieutenant Governor Joseph Rivera** stated that he has two water guns and agreed to bring them to the event for the fundraiser.

**Kiwanis Family and Alumni Relations Chair Dylan Caraballo** continued to inquire if filming at the venue was allowed to film a promotional video for the event.

**District Administrator Michael Olivo** shared that they would not be able to access the indoor area but filming outside is allowed.

**District Governor Sanya Majmudar** suggested that filming the area and the way to get there would also be good promotional material—like a directional tour—and that might be worth it even if we cannot get into the actual facility.

**Kiwanis Family and Alumni Relations Chair Dylan Caraballo** agreed and continued that the supply sign-up list is forthcoming.

**District Governor Sanya Majmudar** also reminded everyone that everything at K-fam picnic is donation based and cannot be vouched for unless it's supplies for the service project.

**District Administrator Michael Olivo** and **District Governor Sanya Majmudar** both reiterated that everyone is expected to be there on time and stay till the end of everything so that it's easier on everyone—and conflicts should be communicated with District Governor Sanya Majmudar beforehand unless it is an emergency. This is an event run by the district board so that is the expectation that comes with it.

### **3rd Board Meeting**

**District Governor Sanya Majmudar** briefly reminded everyone that the next official board meeting, the third board meeting will be on September 8th, and we will have unofficial planning meetings over the summer.

## **International Convention**

**District Governor Sanya Majmudar** then turned the district board's attention to ICON. She stated that ICON will be July 3rd to 5th and seven members from NJ are going. The Virtual Caucus of the Whole will be in June so if anyone has specific questions or opinions on which candidate to vote for, everyone should let her know so that the delegates can vote accordingly as a district. She will also be advertising the virtual caucusing to the rest of the members as well as this event is something that has not been done before. There are also bylaw town halls where they are going to go over the dues increase so she is personally going to try to attend and will relay the information back to the district. She also shared that the money from the ICON fundraiser will be split between all the members attending ICON which will need to be vouchered for.

## **District/ICON Fundraisers**

**District Treasurer Crystal Kilfeather** stated that we raised \$260 from the ICON fundraisers.

**District Governor Sanya Majmudar** shared that she thinks the fundraisers were successful even though this was our first time doing them with Panda Express and Double Good so we should continue that. She added that we also have the ongoing RaiseRight fundraiser and all the proceeds for that will be donated to BrickxBrick.

**Metro Lieutenant Governor Joseph Rivera** inquired if there was any way to do more than five days with the Double Good fundraiser like a full week.

**District Governor Sanya Majmudar** said no and that the same thing applied to Panda Express where we cannot do the fundraiser on the weekend.

**Metro Lieutenant Governor Joseph Rivera** suggested Chipotle as an option for future fundraisers.

**District Governor Sanya Majmudar** added that with that, the fundraiser can only be held at a select location whereas with Panda Express you could do it at any location, which is why we raised so much.

## **Communication Updates**

**District Governor Sanya Majmudar** then turned the district board's attention to communication updates based on the feedback she received. She stated that in general, anything that needs to be looked over for approval should be sent out over email. She is also going to be having bi-weekly emails starting to be sent out for any updates that she communicates over Discord so it's all in one email. If it is a small update, you can text her about it. If it is a bigger update, an email reminder would be better.

## **K-Fam September Service Project**

**District Governor Sanya Majmudar** then stated that when she, District Administrator Michael Olivo, NJ Key Club District Governor Justin Chen, and NJ Key Club District Administrator Cristina Bylsma met they discussed planning geographically specific service-leadership events for September. This would mean that we would have one centralized North Jersey project, a Central Jersey project, and a South Jersey project. North Jersey will be food kitchens or soup kitchens. In Central Jersey, it would be easier to coordinate a beach clean-up. In South Jersey, they were thinking of the BookSmiles Foundation. She concluded that the Kiwanis Family and Alumni Relations Chair, and the Co-Service Chairs will have to work together and also coordinate with our Key Club and Kiwanis counterparts to reach out to the different contacts.

## **Merchandise & Board Tags Update**

**District Governor Sanya Majmudar** shared some merchandise updates. She stated that with the collected money, District Administrator Michael Olivo will be ordering the board fleeces soon and the board tags. She added that District Editor Samuel Zheng will be sending a form out to collect everybody's fleece sizes. For merchandise, the t-shirts finally got approved by the manufacturer and although we have some pre-orders, we still have a lot of shirts left to sell.

**Co-Service Chair Michael Deem Jr.** suggested that depending on how many t-shirts we have left after the picnic, we can sell them online and have them pick it up at a district event.

## **LTG Helpers/First-Year Ambassador**

**District Governor Sanya Majmudar** inquired about the District board's thoughts on the two programs.

**Metro Lieutenant Governor Joseph Rivera** stated that LTG Helpers will be a great help for them especially with them focusing not only on our clubs, but branching out new charters and reactivations. The First-Year Ambassadors will definitely also help more with recruitment on the club level.

**District Governor Sanya Majmudar** specified that the LTG Helpers/First-Year Ambassadors have to be dues-paid members because if something happens at a CKI event and they're not a CKI dues-paid member, CKI can get sued if something goes wrong and it becomes a liability issue. If we want membership to go up, if we want recruitment to go up, you need to make sure that the people who are constantly going to meetings and using the benefits of a Circle K member are not getting away with not paying dues. We are trying to work on a way to help with the dues increase. So even if we can get a couple of members that are frequently coming to events per club, that adds up, and that is the whole thing with the member-per-month initiative.



**District Administrator Michael Olivo** added that the role of the district is to help the clubs prepare in doing what they need to do or what they think is going to work on their campus. In other words, it is coordinating with them to help them put together their own campaigns to bring in members.

**District Secretary Ojasvita Reddy** stated that based on the April MRFs, that is what the club leadership is also looking for. They want resources to increase their membership and have plans from the district. What they want from the district is that support to increase membership.

**District Governor Sanya Majmudar** stated that this is why she wanted to do the individualized plans because when they did them a couple of years back, they worked really well as clubs were able to get membership up and everything because they were looking at exactly what the club needed and that is the support that we are trying to give. But in order to do that, it's a two-way street, so the clubs also have to work on recruitment. They have to get members in. We can give all of them resources, but the action is the other part. So, it is also on us as club members to help and foster that relationship.

**Co-Service Chair Bridget Brennan** shared that when Stockton was worried about reaching a specific goal for their dues-paid members, they were able to work with their Kiwanis advisor to secure some money and advise that the next five people to fill out this form get their dues paid for—so that could be something to explore with clubs that such an advisor and telling them about how we are really trying to prioritize membership.

**Garden Lieutenant Governor Shayna Achamizo** agreed and shared that there have been several instances in the Garden division where the club leadership has sponsored dues for their members.

**District Governor Sanya Majmudar** shared that the previous NJIT board did when they paid for their members' dues, they made it a requirement for them to show up to a certain number of events in order to have their dues paid for them which seemed to have worked well.

**District Secretary Ojasvita Reddy** added that if we do implement a system like that, it is very important to really follow up with these members because there were still some people that NJIT just never could get in contact with and in that case we are still losing out that money you put forth for these people. It was still a good shift in the right direction to give them some incentive but maybe having them put down some monetary amount like \$5 first and then the club pays for the rest would be more effective.

**District Administrator Michael Olivo** agreed and stated that even with that little amount, you'd be surprised that once the investment is made, then it flips the switch mentally of “now I'm invested and now it's almost like I have a responsibility.”

**Garden Lieutenant Governor Shayna Achamizo** also shared that some clubs also do a point system instead where different types of events reward points to the member.

**District Administrator Michael Olivo** shared that when he was in CKI, a point system was used to help determine funding to go attend events, so there was an incentive to stay up to par to make sure that you're getting qualified.

**District Governor Sanya Majmudar** shared that based on her experience with her club Society of Women Engineers, using a tiering system based on how many events one attended the year before, they count for a certain amount of sponsorship, which worked well. So that's something clubs can do in terms of, like, if you attended 100% of the events or 90% of the events the year before, you can get full free funding for your Circle K membership for the upcoming year, especially if they're not graduating—or even for INSIGHT or DCON. She concluded that this would be something clubs can try to implement and it does not have to be all based on the previous year. If they are freshmen, we can have them put down \$5, or their first freshman year is fully sponsored, and then the rest is paid based on how many events they attended.

## Open Floor

**District Governer  
Sanaya Majmudar**

**District Administrator Michael Olivo** shared that he greatly appreciated everything that the District Board is doing. He encouraged everyone to keep it up and keep moving. He said that he understands that growing our membership is going to be tough in the face of a dues increase, but we can do it if we all believe we can do it. Use your summer and it effectively to get your planning done, have an idea of what you want to accomplish, and be accountable for one and other while helping each other.

## Announcements & Deadlines

**District Governer  
Sanaya Majmudar**

**District Governor Sanya Majmudar** briefly reminded the board that she will be sending out bi-weekly emails for important reminders and weekly emails for one-on-ones and asked everyone to keep an eye out for those.

# Closing Remarks

**District Governer  
Sanaya Majmudar**

**District Governor Sanya Majmudar** thanked District Administrator Michael Olivo for all his help. She also reminded the board that everyone's mental health is important and although we are passionate about CKI it should not become a priority before our mental health and our family. So if anyone ever feels overwhelmed they can let her know so that she can delegate the responsibility. She added that the work might seem daunting right now, but this is so that we will have everything planned before September and then we just have to focus on implementing them.

# Moment of Hope

**District Technology Chair  
Anthony Caruso**

*Technology Chair Anthony Caruso gave the Moment of Hope.*

# Adjournment

**District Governer  
Sanaya Majmudar**

***The Official Board Meeting was adjourned at 2:10 PM.***