

Nithila Samuel  
2026-2027 District Secretary  
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# Old/New Board Meeting

Old/New Board Meeting Minutes  
New Jersey District Board of Trustees  
Sunday, March 15, 2026 | 12:30PM EST  
The Sheraton Hotel, Edison, NJ

## CALL TO ORDER

District Governor-Elect  
Jake Schurmann

*This meeting was called to order at 12:30 PM.*

**CKI Pledge:** Seabreeze Lieutenant Governor-Elect Yash Singh  
**Moment of Reflection:** District Treasurer-Elect Anugrah Pande

## ROLL CALL

District Secretary-Elect  
Nithila Samuel

### District Board

- District Governor Dylan Caraballo
- District Governor-Elect Jake Schurmann
- District Secretary Samuel Zheng
- District Secretary-Elect Nithila Samuel
- District Treasurer Julia Kowal
- District Treasurer-Elect Anugrah Pande
- District Editor Moira DeVera
- District Editor-Elect Aeryn Morrow
- Metro Lieutenant Governor Brandon Chang
- Metro Lieutenant Governor-Elect Anyllah Zackery
- Seabreeze Lieutenant Governor Jake Schurmann

## District Board (Continued)

Seabreeze Lieutenant Governor-Elect Yash Singh  
Garden Lieutenant Governor Shayna Achamizo  
Garden Lieutenant Governor-Elect Reanna Marie Lawan

## Kiwanis Committee

District Administrator Joey Giordano  
Financial Counselor Mike Olivo  
Metro Zone Advisor Valerie Kuglin  
Garden Zone Advisor Brian Pluchino  
Conventions and Conferences Advisor Taylor McKay

## Absent

Seabreeze Zone Advisor Lisa Arico

## INTRODUCTION OF GUESTS

District Governor-Elect  
Jake Schurmann

*District Governor-Elect Jake Schurmann welcomed the following individuals:  
Circle K International Trustee **Theodore Doyle**, Kiwanis District Governor  
**Frank Cahill**, Kiwanis District Governor-Elect **Michael Murray**, Key Club  
District Administrator **Cristina Trecate**, and Kiwanis District Secretary **Helene  
Meissener.***

## APPROVAL OF AGENDA & MINUTES

District Governor-Elect  
Jake Schurmann

**District Governor-Elect Jake Schurmann** entertained a motion to approve the current meeting agenda for the first Unofficial Board Meeting.

- **Seabreeze Lieutenant Governor-Elect Yash Singh** made the motion.
- **Garden Lieutenant Governor-Elect Reanna Marie Lawan** seconded the motion.
- No discussion.
- Unanimously approved.

# INTRODUCTION OF BOARD MEMBERS & KIWANIS COMMITTEE

District Governor-Elect  
Jake Schurmann

*The new board members, old board members, and Kiwanis Committee introduced themselves and shared information about themselves.*

# BOARD INFORMATION EXCHANGE

District Governor-Elect  
Jake Schurmann

*The New Jersey District Board Officers and District Officer Elects exchanged contact information, reviewed successor packets together, and discussed their roles, responsibilities, and other pertinent information for ~20 minutes.*

# NJ KIWANIS FAMILY UPDATES

District Administrator  
Joey Giordano

*District Administrator Joey Giordano reminded the old and new district officers that the **Tri-K board meeting** (a board meeting with all district-level K-fam boards) is happening on **May 30th, 2026, in Parsippany, NJ**. Time is to be determined.*

# INTERNATIONAL UPDATES

International Trustee  
Theodore Doyle

*International Trustee Theodore Doyle reminded the old board to submit their applications for **international awards**.*

# DCON 2026 REFLECTION

District Governor-Elect  
Jake Schurmann

*District Governor-Elect Jake Schurmann led a discussion on opinions and feedback from the boards and the Kiwanis Committee regarding **how DCON went**. Some **key successes** were the smooth script reading and election process, the workshop topics, and the convention's timing and location. Some **points for improvement** include adhering to the DCON agenda timeline, making caucus moderation more equitable, transitioning smoothly between sessions in the same room, making videos more concise and engaging, and encouraging the use of GroupMe and the program booklet for information during the convention.*

## BOARD ACTION

### Outstanding 2025-2026 Budget Allocations

*District Governor Dylan Caraballo emphasized to the old board the importance of submitting all vouchers **before March 20th, 2026** and urged all board members who have not used their budgets (in this case, District Secretary Samuel Zheng, District Treasurer Julia Kowal, and District Editor Moira DeVera) to use their remaining funds.*

### On To International Convention (OTIC) Chair

*District Governor Dylan Caraballo explained the role of the OTIC chair as an individual who assists the district in **all things related to International Convention (ICON)**, including hosting information sessions, ICON registration, travel details, and other ICON logistics.*

**District Governor-Elect Jake Schurmann** entertained a motion to appoint District Governor Dylan Caraballo as the OTIC chair.

- **District Editor-Elect Aeryn Morrow** made the motion.
- **Garden Lieutenant Governor-Elect Reanna Marie Lawan** seconded the motion.
- No discussion.
- Unanimously approved.

### Approval of District Event Dates

#### Club Officer Training Conference (COTC)

*District Governor-Elect Jake Schurmann mentioned that Sunday, April 19th, 2026, was penciled in as a potential date for COTC. However, after some discussion, the new board decided on **Sunday, April 26th, 2026**. Additionally, the host club for COTC was between Rutgers and Stockton, but the new board ultimately decided on **Rutgers** due to its centrality.*

**District Governor-Elect Jake Schurmann** entertained a motion to approve the COTC for Sunday, April 26th, 2026.

- **Seabreeze Lieutenant Governor-Elect Yash Singh** made the motion.
- **District Secretary-Elect Nithila Samuel** seconded the motion.
- No discussion.
- Unanimously approved.

# BOARD ACTION (CONTINUED)

## Approval of District Event Dates (Continued)

### Board Development & First Official Board Meeting

**District Governor-Elect Jake Schurmann** entertained a motion to approve board development for Friday, April 24th, 2026, and the first official board meeting for Saturday, April 25th, 2026.

- **Seabreeze Lieutenant Governor-Elect Yash Singh** made the motion.
- **Garden Lieutenant Governor-Elect Reanna Marie Lawan** seconded the motion.
- No discussion.
- Unanimously approved.

### Kiwanis Family (K-Fam) Picnic

*District Governor-Elect Jake Schurmann explained that the K-Fam picnic is a summertime event that invites all NJ members of Key Club, Circle K, and Kiwanis. The discussion of changing locations was brought up, but most officers seemed pleased with last year's location. District Administrator Joey Giordano adds that last year's location of the **Green Island Community Association** in **Toms River, NJ**, has yet to send a contract confirming the date.*

**District Governor-Elect Jake Schurmann** entertained a motion to tentatively approve Sunday, August 2nd, 2026, for the K-Fam picnic, pending contract signing.

- **District Treasurer Julia Kowal** made the motion.
- **Metro Lieutenant Governor Brandon Chang** seconded the motion.
- No discussion.
- Unanimously approved.

### INSIGHT

**District Governor-Elect Jake Schurmann** entertained a motion to approve INSIGHT to occur from Friday, November 6th, 2026, to Sunday, November 8th, 2026.

- **Seabreeze Lieutenant Governor-Elect Yash Singh** made the motion.
- **Garden Lieutenant Governor-Elect Reanna Marie Lawan** seconded the motion.
- No discussion.
- Unanimously approved.

# BOARD ACTION (CONTINUED)

## Approval of District Event Dates (Continued)

### District Convention (DCON) 2027

**District Governor-Elect Jake Schurmann** entertained a motion to approve DCON to occur from Friday, March 12th, 2026, to Sunday, March 14th, 2026.

- **Seabreeze Lieutenant Governor-Elect Yash Singh** made the motion.
- **District Treasurer-Elect Anugrah Pande** seconded the motion.
- No discussion.
- Unanimously approved.

## Approval for GATC Airfare

*District Administrator Joey Giordano explained that District Governor-Elect Jake Schurmann requires **district funding** to fly to Indianapolis for the Governor & Administrators Training Conference (GATC) due to international budget cuts.*

**District Governor-Elect Jake Schurmann** entertained a motion to approve \$2,400 in the GATC budget line for the 2026-2027 budget.

- **Seabreeze Lieutenant Governor-Elect Yash Singh** made the motion.
- **Garden Lieutenant Governor-Elect Reanna Marie Lawan** seconded the motion.
- No discussion.
- Unanimously approved.

## Approval of 2026-2027 District Committee Opportunities

**District Governor-Elect Jake Schurmann** entertained a motion to approve the 2026-2027 committees as Kiwanis Family Relations (K-Fam), Laws, Regulations, and Awards (LRA), Service, Membership Development and Education (MDE), Technology, Conferences and Conventions (Con-Con), and Fundraising.

- **Seabreeze Lieutenant Governor-Elect Yash Singh** made the motion.
- **Garden Lieutenant Governor-Elect Reanna Marie Lawan** seconded the motion.
- No discussion.
- Unanimously approved.

*District Administrator Joey Giordano welcomed the new board. He urged them to utilize the Kiwanis Committee and to **regularly reach out** to their Kiwanis Committee counterpart (if they have one). Additionally, he added that **all correspondence with Kiwanis** must include District Administrator Joey Giordano and/or their Kiwanis Committee counterpart, and **all correspondence with Key Club** must include them and Key Club District Administrator Cristina Trecate. He also emphasized that all new board members (especially those without a Kiwanis Committee counterpart) are **free to contact him**.*

## **NEW BUSINESS**

**District Governor-Elect  
Jake Schurmann**

### **CKI Emails**

*District Administrator Joey Giordano explained that all board members receive a Gmail-powered CKI email for all CKI-related correspondence. It will start with the member's first initial and last name (**e.g., nsamuel@njcirclek.org**) or their position (**e.g., secretary@njcirclek.org**). The transfer process will be complete on April 1st, 2026, the first day of the 2026-2027 service year. As for the old board, they will have **access to all CKI emails until ~1 year after** their term ends.*

### **International Convention (ICON)**

*District Governor-Elect Jake Schurmann encouraged the other board members to **attend ICON!***

### **District Directory**

*District Governor-Elect Jake Schurmann explained that the district directory is a **spreadsheet** with the district board's information and the club boards' information. He will work on this with District Secretary-Elect Nithila Samuel in the coming weeks and will send out a form to all clubs **after club elections are complete**, aiming to send it once the service year begins.*

## NEW BUSINESS (CONTINUED)

### Host Club Applications

District Governor-Elect Jake Schurmann explained that a host club is a club that **hosts a district-wide event** on its campus, uses its resources, and plays a major role in planning the event. Host club applications will be sent out **ASAP**, but host clubs will be **appointed at a later meeting**.

### Committee Chair Applications

District Governor-Elect Jake Schurmann explained that a committee chair is an individual who **oversees an area of district responsibilities**. Applications will be sent out **ASAP**, and the board aims to **appoint all chairs before COTC**.

## OPEN FLOOR

District Governor-Elect  
Jake Schurmann

*Nothing was raised during the Open Floor.*

## ANNOUNCEMENTS & DEADLINES

District Governor-Elect  
Jake Schurmann

District Governor-Elect Jake Schurmann briefly reminded the board to make sure to **meet with their successor/predecessor** counterparts as much as possible and ask questions.

## CLOSING REMARKS

District Governor-Elect  
Jake Schurmann

District Governor-Elect Jake Schurmann thanked everyone for being here at the board meeting, expressed hope for **making the member experience even better** than it already is, and is **excited** to embark on this journey!

## ADJOURNMENT

District Governor-Elect  
Jake Schurmann

**Moment of Hope:** Garden Lieutenant Governor-Elect Reanna Marie Lawan  
*This meeting was adjourned at **3:06 PM**.*