

MEETING MINUTES

KEY CLUB INTERNATIONAL BOARD

February 4-6, 2010

A meeting of the Board of Trustees of Key Club International was held in Memphis, Tennessee, the weekend of February 4-6, 2010.

Those present for board session: President Abigail McKamey, Vice-President Lance Wilson, and Trustees Shari-Ann Baker, Jared Doles, Shelby Goodfriend, Susan Kim, Eileen Lee, Anna Nguyen, William Robertson, XinLei Wang, and Nancy Zhang. Trustees Larmon Luo and Jenelle Yee were absent.

Others present were: Mike Downs, Key Club International Director; Amanda Spice, Key Club Communications Specialist, Amelia Miller, Key Club Leadership Specialist, and Ed Hutchinson, Kiwanis International Board Counselor to Key Club.

President Abigail McKamey called the meeting to order on Saturday, February 6, 2010 at 10:21AM. The Leadership reports were given. The Board had previously spent Friday, February 5 in committee meetings.

REPORT OF THE EXECUTIVE COMMITTEE

Key Club Alumni Program

The Executive Committee worked several months on collaborating ideas about implementing a new Key Club Alumni Program. This program would keep graduating Key Clubbers inside the Kiwanis Family in hopes of encouraging later involvement in CKI, Kiwanis, etc.

RESOLVED: That the Key Club International Board shall prepare and present its proposal to the Kiwanis International Board so that joint efforts can be made by both Key Club International and Kiwanis International to spread the K-Family to a broader scale.

ADOPTED

Strategic Intent: To Make Key Club a household name

Procedure: Set up a system that encourages graduating seniors to stay connected with the Key Club International family whether it is through funding our service partners or receiving updates on organizational happenings.

Capacity: No impact

Finance: \$2,000

Metrics: Alumni reconnecting with Key Club

Youth Opportunities Fund

The committee reviewed the criteria and application for the Youth Opportunities Fund and proposes changes that will better fit the needs of clubs today and projects they wish to execute.

RESOLVED: That the Key Club International Board amends its policies to change the amount of money granted for a Youth Opportunities Fund grant from a minimum of US\$200 to US\$100 and that clubs may only be awarded one grant per cycle.

ADOPTED

Strategic Intent: Not applicable

Procedure: Amend the Key Club International Policy Code

Capacity: No impact

Finance: Grants will now range from \$100-\$2,000 as opposed to the previous \$200-\$2,000.

Metrics: More clubs applying for and receiving funds

Approval of the 2009-10 Audit

The Committee reviewed the Audit of the organization as prepared by the firm selected by Kiwanis International. The organization ended the 2008-09 with a surplus.

RESOLVED: That the International Board approve the 2009-10 Audit of Key Club International as presented by the firm selected by Kiwanis International.

ADOPTED

Strategic Intent: Not applicable at this time.

Procedure: In compliance

Capacity: No change in staff or workload expected

Finance: None allocated

Metrics: Not applicable

Key of Honor Nominations

The executive committee approved the nominations. Each nomination met the criteria set in the guiding documents and is ready for the board approval.

RESOLVED: That the from the nomination(s) submitted, the International Board to select a Key of Honor recipient based on merit, influence, and the guidelines set in our Board Policies

ADOPTED

Strategic Intent: Not applicable

Procedure: In compliance

Capacity: No impact

Finance: US\$1500

Metrics: Not applicable

Release of Funds to Swaziland

The executive committee reviewed the commitments made to Swaziland and agrees that the organization is able to complete this commitment.

RESOLVED: That the Key Club International Board release the final payment of its \$2million pledge to UNICEF to benefit Neighborhood Care Points in Swaziland.

ADOPTED

Strategic Intent: Not applicable

Procedure: In compliance

Capacity: No impact

Finance: Release of US\$435252.13.

Metrics: No impact

Board Policies Revisions

The Committee reviewed all Board Policies and proposes a variety of changes that will update our organization and its leadership responsibilities.

RESOLVED: That the Key Club International Board change its standards for International Trustees in section C. Key Club International Board of Trustees number five sub point b. the change will take place as follows:

~~Creation of at least eight monthly one page handouts for the distribution to the board members of assigned districts in the standard monthly Key Club International newsletter. These handouts, as well as any articles requested by the Key Club International President and/or staff, shall include timely information concerning the following...~~

Change to: *Creation of a monthly update that fits the Governor/Trustee Service Agreement with the discretion of the International President. These monthly updates, as well as any articles requested by the Key Club International President and/or staff, shall include timely information concerning the following...*

ADOPTED

Strategic Intent: Not applicable

Procedure: Amend Key Club International Policy Code

Capacity: No impact

Finance: No impact

Metrics: More communication to districts

RESOLVED: That the Key Club International Board strike the following details for International Candidates in section J. Rules for Candidates number two sub point a. and b. The following deletion will clear up confusion about rules for International Candidates.

1. Travel by Candidates for International Office

When visiting other districts or Key Club function outside his/her home district, an individual is not permitted to be introduced as a candidate for International Office. If qualified, he/she will be permitted to travel to the following Key Club functions:

- ~~a. One Key Leader event.~~
- ~~b. The Governor/Administrator Training Conference (only current district governors and district administrators may attend this conference).~~

Strategic Intent: Not applicable

Procedure: Amend Key Club International Policy Code

Capacity: No impact

Finance: No impact

Metrics: No impact

ADOPTED

RESOLVED: That the Key Club International Board strike the following details for the criteria from the Distinguished Secretary's Award located in the Addendum to Key Club International Board Policies because it does not relate to current District Secretaries' responsibilities. Similar changes to the Distinguished Secretary-Treasurer Award are also to be changed to reflect the submission of the convention report form. The changes are located under Section E. Criteria. Number Seven Submission of District Convention Reports. The following deletion is recommended by the committee:

~~7. Submission of District Convention Reports—~~

~~Submit a completed copy of contest winners, election results, and district convention report to the International Office as required by Key Club Bylaws after the completion of your term. (50 points maximum).~~

- ~~a. Within 30 days of a convention (50 points).~~
- ~~b. Within 45 days of the convention (25 points).~~
- ~~c. Later than 45 days or no report (0 points).~~

ADOPTED

Strategic Intent: Not applicable

Procedure: Amend Key Club International Policy Code

Capacity: No impact

Finance: No impact

Metrics: No impact

REPORT OF THE LEADERSHIP COMMITTEE

Service Partner Proposal

The Committee discussed the feasibility of having an additional service partner. The members of the committee researched possible partners including hands on service partners and fundraising service partners.

RESOLVED: That the Key Club International Board adopts the Boys and Girls Clubs of America as an official Service Partner.

FAILS

Strategic Intent: Not applicable

Procedures: Amend the Key Club International Board Policies

Finance: US\$10,000 in the 2010-11 administrative budget for promotional materials and updates to currently printed resources

Capacity: No change in workload anticipated

Metrics: Participation with Boys and Girls Clubs of America

Key Club Magazine Bylaws Change

The Committee reviewed portions of the budget of Key Club International and evaluated the distribution of the various costs in the organization. After observing the cost of the Key Club Magazine, which is more than US\$100,000, the Committee has decided to reword the bylaws pertaining to the official publication in order to allow the possibility of a digital magazine in the future.

RESOLVED: That the Key Club International Board propose the following amendment to the Key Club International Bylaws to be presented at the Key Club International convention:

“The official publication shall be ~~printed~~ published at least two times a year.”

ADOPTED

Strategic Intent: Not applicable

Procedures: In Compliance

Finance: Savings of approximately US\$150,000 per year

Capacity: No change in workload anticipated

Metrics: Future digital magazine and/or an increase in the number of issues of the magazine

REPORT OF THE VOICE COMMITTEE

Key Club Week

A Key Club Lieutenant Governor from New Mexico got November 2-6 officially declared Key Club Week by the Governor of New Mexico. By executing state proclamations through government officials, Key Club will be promoted on a wider scale, achieving the goal of becoming a “household name.” Developing a detailed and helpful Key Club Week kit will better guide members and club officers to set up more promotional socials and projects for a wider array of participation.

RESOLVED: That the Key Club International Board approve the creation of an electronically distributed resource kit for the 2010 Key Club Week.

ADOPTED

Strategic Intent: Make Key Club a household name

Procedure: In compliance

Capacity: Increase in workload anticipated

Finance: \$500

Metrics: Participation in Key Club Week

CLOSING COMMENTS

President Abigail adjourned the meeting on Saturday, February, 6, 2010 at 11:17AM.