



Michigan District of Key Club Meeting Minutes

Fall Board // Hampton Inn Hotel, Chesterfield, MI

Saturday, October 26th, 2019

- I. Call to Order by District Governor Elyana Hussain at 10:02 A.M
- II. Roll Call by District Secretary Preston Parana
 - A. Members present — 24
 1. District Governor Elyana Hussain
 2. District Secretary Preston Parana
 3. District Treasurer Nadia Nasir
 4. District Bulletin Editor River Pease
 5. District Co-Lieutenant Governor Chair & Lieutenant Governor of Division 3 Emma Reid
 6. District Co-Lieutenant Governor Chair & Lieutenant Governor of Division 16 Emily Hoyumpa
 7. Division 1 Lieutenant Governor Jordan White
 8. Division 2 Lieutenant Governor Constance Fluharty
 9. Division 4 Lieutenant Governor Ethan Hance
 10. Division 9 Lieutenant Governor Cheyenne Timmerman
 11. Division 11 Lieutenant Governor Prisha Guha
 12. Division 12 Lieutenant Governor Connor Wencel
 13. Division 14 Lieutenant Governor Bianca Hami
 14. Division 15 Lieutenant Governor Rebecca Schwartz
 15. Kiwanis Family Relations Chair Rebecca Galloway
 16. New Club Building Chair Suhitha Kotala
 17. Projects Chair Haydar Hassan
 18. Membership Development Chair Raneem Beydoun
 19. Events Co-Chair Ishaan Gupta
 20. Events Co-Chair Alex Hughes
 21. District Administrator Audrey Salesburry
 22. Assistant Administrator Alysia Rollins
 23. Zone Advisor for Divisions 1, 2, & 3 John Knapp
 24. Zone Advisor for Divisions 9, 10, 11, & 12 Lisa Lambright
 - B. Members late (4); Division 6 Lieutenant Governor Madison Goretski; Division 7 Lieutenant Governor Yash Gautam; Division 8 Lieutenant Governor Hannah Bogner; Division 10 Lieutenant Governor Olivia Bradlee
- III. Pledge of Allegiance led by Events Co-Chair Alex Hughes



- IV. Key Club Pledge led by Division 6 Lieutenant Governor Madison Goretski
- V. Energizer led by District Bulletin Editor River Pease 1, 2, 3, 4, 5, 6, 7, & 8
- VI. Approval of Summer Board Meeting Minutes
 - A. Moved by District Secretary Preston Parana to approve the Summer Board Meeting Minutes (August 9-11) for Friday and Saturday's meetings
 - B. Seconded by Division 1 Lieutenant Governor Jordan White
 - C. No further discussion, motion passes
- VII. Changes to District Board Members led by District Governor Elyana Hussain & District Administrator Audrey Salesburry
 - A. Introduction of New Board Members
 - B. Introduction of New District Administrator
 - C. Evaluation of What We Need to Do for You
 - 1. River
 - a) Newsletters due the 15th of every month, important for clubs to see them (actually send them too!)
 - b) Use Instagram for marketing! Follow the guidelines. Post once a week; reach out if you don't have much ideas.
 - 2. Elyana
 - a) Let Elyana know if you are going to be late on newsletters to avoid \$5 fee.
 - b) "I shouldn't have to remind you to text people the night that the MRF was due to submit it."
 - (1) Take responsibility.
 - c) Read emails fully because they have lots of information.
 - (1) If sent to Reflector, then it's for a reason
 - 3. Preston
 - a) Contacting unresponsive clubs
 - b) ERFs/MRFs
 - 4. Emma
 - a) "Am I doing my very best?"
 - b) Replacing yourself
 - c) We are all busy, but it's important to manage your time effectively
 - 5. Nadia
 - a) Asking for a break
 - b) Don't do the bare minimum, and we are willing to help you



- c) "And yeah, have your TRFs turned in."
 - 6. Emily
 - a) Communicate with others! (respond to messages)
 - D. Feedback from the D-Board
 - 1. Put "Action Required" in title more often
 - 2. Liked the switch between Email Updates to Newsletters
- VIII. Ground Rules for the Weekend
 - A. Curfew = Midnight
 - B. Be respectful of other guests
 - C. Must get permission to leave the hotel
 - D. Eat the candy!
- IX. Visit of Anchor Bay High School, Fall Rally (11:00 A.M)
- X. Returned to meeting at 12:30 P.M.
- XI. Divisional Planning Subcommittee Proposal led by District Secretary Preston Parana
 - A. Summary of Motions for Approval for SLC HOD 2020
 - 1. Division 3
 - a) Create an East and West side to the division. Would be easier to visit clubs for LTGs because of driving distance.
 - b) **West:** Gladwin: Big Rapids, Sacred Heart, HH DOW, Midland. **East:** Chesaning, Valley Lutheran, Bay City All Saints, Caro, Sandusky
 - c) Advantages would outweigh the disadvantages, which is why they want to make the change.
 - d) This split of Division 3, reduces travel time significantly
 - e) Jordan White brings up the topic of bringing clubs in Division 1 into Division 2 to also reduce travel time for visitation of clubs.
 - f) Moved by LTG Division 1 Jordan White, seconded by LTG Division 2 Connie Fluharty to approve changes for SLC HOD 2020. No further discussion, motion carries
 - 2. Division 4/8
 - a) Move Lakeview and Battle Creek Calhoun Christian Key Club from Division 4 to Division 8.
 - b) Greatest travel time which is 1 hour and 45 minutes, with this change, it'll be 1 hour and 20 minutes.
 - c) Size of divisions will change. Division 4 has 8 clubs, will change to 6 clubs with the new change. Division 8 has 11 clubs now and will have 13 clubs with change.

- d) Whole purpose of this change is reducing travel time for LTGs in Division 4 and to promote a more centralized structure while enhancing interclub relationships.
 - e) Consider that with this change, Division 8 will be the largest Division in Michigan.
 - f) LTG Division 10 Olivia Bradley says "The pros don't outweigh the cons, and putting 13 clubs on one LTG is not fair" LTG Division 1 Jordan White also agrees with Olivia.
 - g) LTG Division 6 Yash Gautam and LTG Division 8 Hannah Bogner both agree that they'd like to split Division 8 because Lakeshore HS and St. Joseph High School carry the Division. "The workload is not the issue, it's the travel time. Having two LTGs will split the club visitations."
 - h) Projects Chair Haydar Hassan suggests splitting Divisions into Division 8A and Division 8B.
 - i) LTG Division 10 Olivia Bradlee says "There's not a major thing that we're changing so there's really no clear point to change this".
 - j) Moved by Governor Elyana Hussain, seconded by Bulletin Editor River Pease to approve the changes made to Division 4 and Division 8 for SLC HOD 2020.
 - k) Agree: 7 members. Disagree: 11 members. Disagree outweighs the agree, changes will not move forward to SLC.
3. Division 6/7
- a) Move Sandusky to Division 3, move Port Huron to Division 14 and move Owosso to Division 6.
 - b) Reduced travel times, significantly.
 - c) Moved by LTG Division 7 Yash Gautam, seconded by LTG Division 6 Madison Goretski to approve changes made to Divisions 6 & 7 for SLC HOD 2020. No further discussion, motion carries.
4. Division 11:
- a) Split Division 11 into a Division 11 west and a Division 13 east
 - b) Want to make the division smaller and have more balance with other divisions.
 - c) With new change: Division 11 west contains Whitmore Lake, Huron, Ypsilanti, Community, Lincoln, Saline, Pioneer, Dexter, Pickney, Chelsea. Division 13 east contains South



Lyon, South Lyon East, Northville, PCEP, Starkweather, Livonia Churchill, Canton Prep, Belleville.

d) Pros: Average distances decrease. Cons: Longest distances remain the same.

e) Chelsea from Division 9 moves to Division 11 West.

e) Moved by LTG Division 1 Jordan White, seconded by LTG Division 11 by Prisha Guha to approve changes made to Division 11 for SLC HOD 2020. No discussion, motion carries.

5. Division 15/16

a) Move Troy Athens, Bishop Foley, and International Academy (Okma) from Division 15 to Division 16, and move Utica, Eisenhower, and Romeo from Division 16 to Division 15.

b) Stronger clubs such as UAIS and Henry Ford II can help newer clubs in the area.

c) Drawback would be that Division 16 is happy with their Division and would not be okay with this change.

d) All clubs in Division 16 are nearby, within close travel time.

e) The clubs in Division 16 would be spread farther apart and all the schools in Division 16 are in the same School District.

f) Assistant Administrator Alysia Rollins says "It doesn't matter what schools are in your Division, you can still do interclubs with other Divisions.

g) Division 15 is weaker than Division 16, splitting both of them up would help each other out because Division 16 is too strong and Division 15 is too weak and losing interest. Said LTG Division 15 Rebecca S. IP Division 15 LTG Yash Gautam agrees, and states that without this change, Division 15 may be eliminated

h) Shelby Kiwanis (ONLY Linda Anne) was not happy with this change, it would split service projects and etc. Alysia agrees to speak with her.

i) Moved by LTG Division 2 Connie Fluharty, seconded by LTG Division 10 Olivia Bradlee to table discussion until Fall Board. Agrees outweigh disagrees, motion passes.

XII. Hannah Povroznik's International Update

A. Trustee

1. Is the Lieutenant Governor for 3 districts; Nebraska-Iowa; CNH KIWINs; Michigan.
2. Sistrict Olympics



- a) Clubs submit rundowns of activities in a Google Form they've done to gain points, and we are competing against our other districts.
 - b) There is a promotional flyer that you can use for Instagram
 - c) Submit pictures; include detailed descriptions of the service/social events.
- 3. Pay dues!
 - 4. District T-Shirt Design
 - a) Some money goes to Eliminate Project, helps us reach out goals
 - 5. Emily Hoyumpa Newsletter Spotlight
- XIII. Break for lunch at 1:20 P.M
 - XIV. Chairs & LTG Time
 - XV. Fall Rally Workshops Planning Time
 - XVI. Fall Rally Script Practice
 - XVII. Fall Rally Committee Time
 - XVIII. Fall Rally Update led by Event Co-Chair Alex Hughes
- A. Spirit Progress
 - 1. Registration has games
 - a) Cup Game (similar to Rock Paper Scissors)
 - b) Name Game (similar to River's at Spring Board)
 - c) Human Bingo (similar to scavenger hunt)
 - d) Musical Shoes
 - e) Panty Hoes/Tights Game from SLC
 - f) Karaoke (computer with lyrics, karaoke machine with appropriate music and a microphone)
 - g) Poison Dart Frog
 - h) Group Clothing
 - (1) Tie Die
 - (2) Accessories
 - i) Snapchat Filter (River and Preston will collaborate for this)
 - j) SLC Theme Reveal Plans
 - k) Scavenger Hunt (similar to last years)
 - (1) Prize = record, signed by Mikey Mitten
 - B. Workshops Progress
 - 1. Officer Workshops
 - 2. Committee Overviews



3. Learning
 - a) Composting
 - b) Fundraising
 - c) Graphic Design
 - d) One More Meal
 - e) Circle K
 - f) Key Leader
 4. Ice Breakers
 5. Just Dance
 6. Kahoot
 7. Plarn
 8. Making Dog Toys
 9. Blanket Making
 10. Pay attention to email in order to be best informed about changes
- C. Decorations Progress
1. "Photobooth" with props
 2. Hanging records
 3. Signs for each workshop with directions and room numbers
 4. Coloring sheets that will be put on walls
 5. Making a hanging sign for the "Servin 70s"
 6. Other stuff that is ordered online for the auditorium
- D. Fall Rally Plans with respect to scheduling
- E. Promote Fall Rally to meet the new membership registration deadline!
- XIX. District Fundraisers led by District Treasurer Nadia Nasir & District Assistant Administrator Alysia Rollins
- A. Cannot do Yeti Cup fundraiser anymore due to complications. Needs a replacement
1. Only certain fast food chains participate in fundraisers. Should not do 2 location oriented fundraisers
 2. Candy/popcorn and/or fudge would be good replacements
 - a) Plan would be for it to come to SLC and distribute it to clubs
 - b) Does take away from clubs who make thousands in profits off of this
 3. Yankee Candle Idea
 - a) Would work if had a good offer and if we sold a lot
 - b) 40%



- 4. Decision
 - a) Moved by Division 1 Lieutenant Governor Jordan White to implement the Yankee Candle idea as our 3rd district fundraiser
 - b) Seconded by Co-Lieutenant Governor Chair Emma Reid
 - c) No further discussion, motion passes
- B. Chipotle Fundraiser
 - 1. Date = after Winter Board
 - 2. Will have a flyer
- C. Bake Sale at Fall Rally
 - 1. Assigned item to bring
 - 2. Does not cost over \$7
 - 3. Open during before opening session, closing session, and during lunch.
- D. Collection Drive
 - 1. Bring in used clothing, anything made of cloth and fabric. Collect from family members and neighbors.
 - 2. May use a scale or some other measure to find out weight
- E. Moved by Division 2 Lieutenant Governor Constance Fluharty to use profits made from the Fall Rally Bake Sale to benefit KCAH at SLC
 - 1. Seconded by Division 1 Lieutenant Governor Jordan White
 - 2. No further discussion, motion carries
- F. Reimbursements/Travel Expenses
 - 1. Cannot use for food
 - 2. 1st term is over and 2nd term has just started
- G. TRFs
 - 1. Preferably use the Google Form
 - 2. Remind your clubs
- XX. KCAH/Ad Sales/Goodie Bag Updates led by District Governor Elyana Hussain & District Administrator Audrey Salesburry
 - A. \$150 in KCAH Sales
 - B. \$100 in SLC Ad Sales
 - C. 400 Goodie Bag Items
 - 1. Take donations
 - 2. Be creative!
- XXI. ERF/MRF Progress, 100% Monthlies, & ERFF Evaluation led by District Secretary Preston Parana
 - a) Club Secretary jokes

- b) 10/16/18: 82 ERF's submitted, 4 incomplete, 78 complete.
 - c) Goal is 90% submissions and we are at 73%
 - d) Always CC Elyana and Preston when sending physical ERFs
 - e) Suggest making club emails for privacy reasons
 - f) Taking the next step with clubs who don't respond over the summer.
Hear each of the LTG's answers.
 - g) 123 total MRF's submitted (205% increase) & 112 ACTIVE clubs in the MDKCI.
 - h) 15 total clubs on track for 100% monthlies
 - i) Idea of having rubrics for secretaries MRF rubrics for a 1st, 2nd & 3rd place award at SLC to provide recognition to secretaries who submit high quality MRFs.
 - Informal vote: Not in agreement with 1st, 2nd, 3rd.
 - Participation will stay the way it is with 100% monthlies
 - j) ERF deadline is moved to October 1st for the next service year
 - k) ERF Evaluation
 - i) General Statistics of the Election Report Form submissions process
 - ii) Rankings & ERF System Changes & Improvements of ERF's
 - l) Should we keep the physical copy or eliminate it?
 - Informal vote: Publicize digital but still have physical copy.
 - m) Brief reminders @ D board
 - Be unique and create new ideas
 - No copy/paste
- XXII. Wolverine Key & District Website Update led by District Bulletin Editor River Pease
- A. Amazing, phenomenal River's Reports video
 - B. Kahoot
- XXIII. Committee Time
- XXIV. Break for Dinner
- XXV. Amendment Proposal led by Co-Lieutenant Governor Chair Emma Reid
- A. Action: Make LTG Chair a position that can be ran for at SLC.
 - B. Requirements: 2nd year board member is eligible to require, will be on the Executive Board, will not be responsible for own division
 - C. Responsibility is a lot and the setup that we currently have may overwhelm the Lieutenant Governor
 - D. Gives more leadership opportunities to people from the Division that they are from



- E. Moved by District Governor Elyana Hussain to limit discussion until 9:57 P.M.
 - 1. Seconded by District Secretary Preston Parana
 - 2. Motion carries
- F. Moved by Division 1 Lieutenant Governor Jordan White to table discussion until Emma has officially prepared her proposal for Winter Board
 - 1. Seconded by Division 9 Lieutenant Governor Cheyenne Timmerman
 - 2. Motion carries
- XXVI. Replacing Yourself Reminder
 - A. We need a full board again next year!
 - B. Don't be afraid to run against your friends
 - 1. Run for the position no matter the competition
 - C. Reach out to current board members to ask for advice on running; it's never too early.
- XXVII. Executive Reports led by the Executive Board
 - A. Preston/River: Already done
 - B. Emma
 - 1. You can always come to me for help
 - C. Elyana
 - 1. Connie got into the Global Outreach International Committee!
 - 2. Competition: person who raises the most SLC ads and the most KCAH money (2 people), your SLC fee AND late fees will be deducted.
- XXVIII. Newsletter & Member of the Month Winners
 - A. Newsletter of the Quarter Winner: Division 8 Lieutenant Governor Hannah Bogner
 - B. D-Board Member of the Quarter Winner: Division 2 Lieutenant Governor Constance Fluharty
 - C. E-Board Member of the Quarter Winner: District Bulletin Editor River Pease
- XXIX. Delta Plus & Kudos
 - A. Delta: discussion during proposals was repetitive and at times disrespectful. Time management; following agenda times; side conversations; don't be afraid to move to "Call the Question" to stop all discussion; same people moving and seconding things; schedule of meeting



- B. Plus: River's presentation and video; having a full district board; meeting new people from board and seeing old friends; really bonded as a board; seeking ideas to improve; tour of Anchor Bay; was more willing to open up; Fall Rally registrations; very passionate about our work and are not afraid to not agree; personal achievement; new DA

XXX. Remarks from Adult Administrative Team

XXXI. Adjournment — Saturday

- A. Moved by Co-Lieutenant Governor Chair Emma Reid to adjourn Fall Board Meeting — Saturday
- B. Seconded by Division 1 Lieutenant Governor Jordan White
- C. Meeting adjourned by District Governor Elyana Hussain at 10:28 P.M.