

Eastern Canada and The Caribbean District of Kiwanis International

Regular Board Meeting September 23, 2021 -2020-2021 Board and 1st Board meeting 2021-2022 Board



Thursday September 23 2021



6:00pm - 8:00pm EDT



Zoom

Content

- **Attendance**
- **Tasks**
- **Agenda**
- **Minutes**

Attendance

Member	RSVP	Attendance
Mark Brewer	yes	✓
L. Sandra Butler		✓
Jean Claude Calixte	yes	✓
Peter Charboneau	yes	✓
John Chave	yes	✓
Jim Garey	yes	✓
Henry Gibson	yes	✓
Anthony Haile	yes	✓
Roger Hamel	yes	✓
Griffith Joseph	yes	✓
Dwight Lawrence		
Delores Lewis		✓
Julaine Lumsden	yes	✓
David MacLennan	yes	✓
Kermitt McGann	yes	✓
Terry McLaren		✓
Jim Scott	yes	✓
Jim Steele	yes	✓

Tasks

The treasurer to adjust the financial reports to reflect all convention revenue and expenses

Agenda

- 1 **Call to Order** DELORES LEWIS

- 2 **Welcome / Introductions/ Regrets** DELORES LEWIS 5 mins

 - 2.1 **Regrets Bob Spellen**
- 3 **Declaration of Conflict of Interest** DELORES LEWIS


Ask for any conflict of Interest
- 4 **Approval of Agenda** 5 mins

Request for Agenda changes

 - 4.1 **Motion to approve the Agenda as presented** DELORES LEWIS
- 5 **Approval of Previous Minutes** 5 mins

Minutes of Previous meetings approved

 - 5.1 **Motion to approve Minutes of August 19, 2021** DELORES LEWIS

 [5.1 minutes August 19 2021.pdf](#)
- 6 **Action Items** 30 mins

List of items to be discussed and action taken.

 - 6.1 **Convention Committee**
 - 6.1.1 **Final Report of Kick It Up Convention** JIM STEELE

Convention Surplus was \$13558.51.

The convention had two sponsors who donated \$5,000 each.

The total net income was \$23,558.51.

Motion

The \$23,568.51 surplus be moved to the Convention Reserve for use at future conventions.

 [Final report on Kick it Up Convention.docx](#)

6.1.2 Report from Convention Committee

6.1.3 Changes to the Registration Program

The District owns its own Convention registration System. Each year we have made minor improvements. This year I am proposing a major set of improvements.

'This is to confirm the revision for our quote for the revision to the survey and Kiwanis application.

The cost of the project as outlined in the programming proposal to between \$8000 and no more than \$9000.00 - Robert Warrilow

Motion

The improvements to the Convention Registration system be authorized and the funds to come from the Convention reserve account.

 [Changes to the registration program.docx](#)

6.2 Bylaws and Policy Committee

6.2.1 Committee Report

 [Bylaw Standing Committee Report Sept 23, 2021.pdf](#)

6.3 Finance Committee

6.3.1 Financial Report, August 2021

KERRITT MCGANN

 [BALANCE SHEET WITH NOTES - 2021 AUG 31.pdf](#)

 [C'TTEE REPORT - 2021 SEP 23.pdf](#)

 [6.3.1 INCOME STATEMENT WITH NOTES - 2021 AUG 31.pdf](#)


6.4 DST Report

6.4.1 Amplify Final Report

JIM STEELE

Motion to authorize District Office to pay the clubs with Amplify attendees who have completed the course \$50 US\$, The 2021-2022 LG \$200 each and the Leadership

to claim against their budget.

 [6.4.1 Amplify Completed August 2021.xlsx](#)

6.4.2 **Club Name Change**

Club K08254 Pointe-A-Pitre is now the Kiwanis Club of Doyen of Pointe-A-Pitre

6.4.3 **Youth Protection Guidelines sent to all Clubs**

JIM STEELE

All club Presidents have received the latest information on Youth Protection Guidelines. Each club is to present these before October 31, 2021.

 [C'TTEE REPORT - 2021 SEP 23.pdf](#)

6.5 **Report from Awards Committee**

6.5.1 **Revised Report for Approval**

 [Recognition Report amended version.pdf](#)

6.6 **Reports from outgoing Trustees**

6.6.1 **Bob Bogardis**

 [September Exit Report for District Trustee Bogardis.docx](#)

6.6.2 **Bob Spellen**

Good morning DST Jim

Please excuse me as I will be off the Island in and don't know if I would be able to join.

I would love to in order to thank every one for their support during my tea m as VG - GE - Gov

Bob

7 **Other Business**

10 mins

Consideration of Items from Consent Agenda or other information items

7.1 **Thank you to Trustees leaving the Board**

DELORES LEWIS

8 **Notice and Announcements**

Request any announcements from Board members

9 **Signature Delores Lewis - Governor Jim Steele - Secretary**

10 **Date**

11 **Call to Order 2021-2022 Board Meeting**

JIM SCOTT

12 **Approval of the Minutes of August 24, 2021**

JIM SCOTT

 [August 24, 2021 minutes.pdf.docx](#)

13 **Business to be conducted**

13.1 **Committee Appointments Board of Directors**

JIM SCOTT

The Board Members have been assigned to the committees as shown.

 [Board Committee Assignment 2021-2022.xlsx](#)

13.2 **Budget Approval**

JIM SCOTT

The Finance Committee is recommending the attached budget. The budget shows a \$107,000 deficit, which is to be covered by the surplus from the current year and the unattached reserves of the District.


Approve 2021-2022 District Budget

The Finance Committee is recommending the following: 1.

District paying Kiwanis International for 270 new members who join new clubs. Average

\$90 - \$24,300

The Finance Committee is recommending the **District provide Thirty (30) paid memberships to clubs who sponsored a new club. Average \$90 per member - \$2700**

 [2021-2022 Proposed Budget.xlsx](#)

13.2.1 **SLP District Administrator Allocations**

ANTHONY HAILE

Motion

the proposed allocation of \$32,000 from the SLP fund to SLP administrators, is approved

 [SLP Budget Summary 2021-22.xlsx](#)

13.2.2 **Approval of Signing Officers**

JIM SCOTT

Motion

The signing officers for 2021-2022 shall be James Steele -DST, Robert Johnson - PLG, C James Scott - Governor,

13.3 **Approval of District Office Contract**

JIM SCOTT

 [13.3 Contract - James Steele & SCAI 2021-2024.docx](#)

13.4 **Approval of Appendix C**

JIM SCOTT

Motion

Appendix C, as circulated, is approved.

 [Revised Appendix C 2021.docx](#)

13.5 **Approval of Reserve Calculation**

JIM STEELE

Motion

the calculation of the reserve available for spending is approved.

 [Reserve Calculation 2020.xlsx](#)

13.6 **Approval of Committee Chairs**

JIM SCOTT

Motion

the appointment of Committee chairs as circulated is approved.

 [Quick list Trustee LG and committee chairs 2022-1.pdf](#)

13.7 **Approval of Meeting Schedule**

JIM SCOTT

Motion:, the proposed schedule of meetings is approved.

 [2021-2022 Meeting Dates .docx](#)

13.8 **Proposed Amendment to Kiwanis International Bylaws**

BOB BOGARDIS

Motion

The proposed amendment to Kiwanis International Bylaws be submitted to Kiwanis International prior to the deadline.

 [The Kiwanis District of EC&C Amendment 1 to the KI Bylaws 2021.docx](#)

 [The Kiwanis District of EC&C Amendment 2 to the KI Bylaws 2021.docx](#)

13.8.1 **Amendment 1**

The Kiwanis District of Eastern Canada and the Caribbean proposes to amend the Kiwanis International Bylaws, Article XXIII, by adding Section 9, as shown below.

Purpose/Intention: to stop the use of Kiwanis International revenue (membership dues, fees, or non-dues revenue) from being used to buy alcoholic beverages for or by the Kiwanis International Board, Staff, their spouses, or their companions.

 [The Kiwanis District of EC&C Amendment 1 to the KI Bylaws 2021.docx](#)

13.8.2 **Amendment 2**

The Kiwanis District of Eastern Canada and the Caribbean proposes to amend the Kiwanis International Bylaws, Article XXIII, by adding Section 10, as shown below.

Purpose/Intention: The use of Kiwanis International revenue (membership dues, fees, or non-dues revenue) shall not be used for the purchase of first class or business class air flight tickets for or by the Kiwanis International Board, Staff, their spouses, or their companions.

 [The Kiwanis District of EC&C Amendment 2 to the KI Bylaws 2021.docx](#)

13.9 **Approval of Distinguished Program**

JIM SCOTT

14 **Adjournment**

JIM SCOTT

14.1 **Signatures: C James Scott Governor - James Steele**
Secretary Date:

Minutes

1 **Call to Order**

The meeting was called to order at 6 pm by Governor Delores

2 **Welcome / Introductions/ Regrets**

Edwin Thompson, Chair of the District Convention Committee, was in attendance

2.1 **Regrets Bob Spellen**

DP Bob was present

3 **Declaration of Conflict of Interest**

Ask for any conflict of Interest

No conflicts were declared

4 **Approval of Agenda**

Request for Agenda changes

4.1 **Motion to approve the Agenda as presented**

Decision: The Agenda was approved as circulated Scott/Lumsdon

5 **Approval of Previous Minutes**

Minutes of Previous meetings approved

5.1 **Motion to approve Minutes of August 19, 2021**

Decision: The Minutes of August 19, 2021 were approved.
Nargis/BobB

6 **Action Items**

List of items to be discussed and action taken.

6.1 **Convention Committee**

6.1.1 **Final Report of Kick It Up Convention**

Convention Surplus was \$13558.51.

The convention had two sponsors who donated \$5,000 each.

The total net income was \$23,558.51.

Motion

The \$23,568.51 surplus be moved to the Convention Reserve for use at future conventions.

Decision: The final report of the 2021 virtual convention was received. Approval was given to move the \$23568.51 surplus to the Convention Reserve fund. Nargis/Jim G

Task: The treasurer to adjust the financial reports to reflect all convention revenue and expenses

6.1.2 Report from Convention Committee

Chair Edwin reported verbally on the District Convention Committee meetings

6.1.3 Changes to the Registration Program

The District owns its own Convention registration System. Each year we have made minor improvements. This year I am proposing a major set of improvements.

'This is to confirm the revision for our quote for the revision to the survey and Kiwanis application.

The cost of the project as outlined in the programming proposal to between \$8000 and no more than \$9000.00 - Robert Warrilow

Motion

The improvements to the Convention Registration system be authorized and the funds to come from the Convention reserve account.

Decision: The improvements to the Convention Registration system are authorized and the funds, not to exceed \$9000 plus tax, are to come from the Convention Reserve Fund. Griffith/Cynthia

6.2 Bylaws and Policy Committee

6.2.1 Committee Report

Decision: The report from the Bylaws and Policy committee was received. Bob B/Anthony

6.3 **Finance Committee**

6.3.1 **Financial Report, August 2021**

Decision: The Financial Statements as at August 31, 2021 and the Finance Committee report were received. Jim S/Nargis

6.4 **DST Report**

6.4.1 **Amplify Final Report**

Motion to authorize District Office to pay the clubs with Amplify attendees who have completed the course \$50 US\$, The 2021-2022 LG \$200 each and the Leadership to claim against their budget.

Decision: The report of the DST on the Amplify Program was received, and the DST is authorized to pay the clubs with members who have completed the program. Nargis/Cynthia

6.4.2 **Club Name Change**

Club K08254 Pointe-A-Pitre is now the Kiwanis Club of Doyen of Pointe-A-Pitre

The change of the name of the Pointe-A-Pitre club to Doyen of Pointe-A-Pitre was acknowledged.

6.4.3 **Youth Protection Guidelines sent to all Clubs**

All club Presidents have received the latest information on Youth Protection Guidelines. Each club is to present these before October 31, 2021.

It was noted that the Youth Protection Guidelines have been sent to all Club Secretaries and Presidents.

6.5 **Report from Awards Committee**

6.5.1 **Revised Report for Approval**

Decision: The revised report from the Awards Committee was received and the recommendations in the report are authorized. Bob B/Bob S

6.6 Reports from outgoing Trustees

6.6.1 Bob Bogardis

Decision: The report from Trustee Bob Bogardis was received and referred to Governor Scott for action as required. Bob B/Nargis

6.6.2 Bob Spellen

Good morning DST Jim

Please excuse me as I will be off the Island in and don't know if I would be able to join.

I would love to in order to thank every one for their support during my tea m as VG - GE - Gov

Bob

Thanks was expressed by Distinguished Governor Bob

7 Other Business

Consideration of Items from Consent Agenda or other information items

7.1 Thank you to Trustees leaving the Board

Governor Delores gave tribute and thanks to Board and Committee members

8 Notice and Announcements

Request any announcements from Board members

None

9 Signature Delores Lewis - Governor Jim Steele - Secretary

10 Date

11 Call to Order 2021-2022 Board Meeting

Governor Jim Scott called the meeting of the 2021-2022 Board to order at 6:50 pm

12 Approval of the Minutes of August 24, 2021

Decision: The Minutes of the August 24, 2021 planning meeting were approved. Terry/Roger

13 Business to be conducted

13.1 Committee Appointments Board of Directors

The Board Members have been assigned to the committees as shown.

The appointment of Board members to District Committees was discussed and members were asked to advise the Governor of any changes requested.

13.2 Budget Approval

The Finance Committee is recommending the attached budget. The budget shows a \$107,000 deficit, which is to be covered by the surplus from the current year and the unattached reserves of the District.

Approve 2021-2022 District Budget

The Finance Committee is recommending the following: 1. **District paying Kiwanis International for 270 new members who join new clubs. Average**

\$90 - \$24,300

The Finance Committee is recommending the **District provide Thirty (30) paid memberships to clubs who sponsored a new club. Average \$90 per member - \$2700**

Decision: Approve 2021-2022 District Budget Peter/Garey

Decision: The Finance Committee is recommending the following:
1. District paying Kiwanis International for 270 new members who join new clubs.

Average \$90 - \$24,300 Peter/John

Decision: The Finance Committee is recommending the District provide Thirty (30) paid memberships to clubs who sponsored a new club. Average \$90 per member - \$2700 Sandra/Mark

13.2.1 SLP District Administrator Allocations

Motion

the proposed allocation of \$32,000 from the SLP fund to SLP administrators, is approved

Decision: The proposed allocation of \$32,000 from the SLP fund to SLP administrators, is approved
Anthony/Julaine

13.2.2 **Approval of Signing Officers**

Motion

The signing officers for 2021-2022 shall be James Steele -DST, Robert Johnson - PLG, C James Scott - Governor,

Decision: The signing officers for 2021-2022 shall be James Steele -DST, Robert Johnson - PLG, C James Scott - Governor. Peter/Roger

13.3 **Approval of District Office Contract**

Decision: The contract presented by Jim Steele and Service Club Administrators Inc is approved and the Governor, Governor Elect and Vice Governor are authorized to sign the contract. Anthony/Griffith

13.4 **Approval of Appendix C**

Motion

Appendix C, as circulated, is approved.

Decision: Appendix C was approved for 2021-2022. Peter/John

13.5 **Approval of Reserve Calculation**

Motion

the calculation of the reserve available for spending is approved.

Decision: The calculation of the reserve available for spending in 2021-2022 is approved. Mark/Sandra

13.6 **Approval of Committee Chairs**

Motion

the appointment of Committee chairs as circulated is approved.

Decision: The appointment of Committee chairs as circulated is approved. Julaine/Griffith

13.7 **Approval of Meeting Schedule**

Motion:, the proposed schedule of meetings is approved.

The proposed schedule of meetings as amended was received

13.8 **Proposed Amendment to Kiwanis International Bylaws**

Motion

The proposed amendment to Kiwanis International Bylaws be submitted to Kiwanis International prior to the deadline.

The Bylaw team has been encouraged by other districts of Kiwanis International to propose 2 amendments to their Bylaws forbidding the use of Kiwanis revenue for the purchase of alcoholic beverages or increased cost airfare to business or first class. We ask the Board of Trustees to pass these amendments and forward them to KI.

Decision:

Board was in favour of the action

Motion to authorize the Governor and DST to sign the proposal and present the documents to Kiwanis International

Decision: Approved Julaine/Terry

13.8.1 **Amendment 1**

The Kiwanis District of Eastern Canada and the Caribbean proposes to amend the Kiwanis International Bylaws, Article XXIII, by adding Section 9, as shown below.

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The Kiwanis District of Eastern Canada and the Caribbean proposes to amend the Kiwanis International Bylaws, Article XXIII, by adding Section 9, as shown below. Purpose/Intention: to stop the use of Kiwanis International revenue (membership dues, fees, or non-dues

revenue) from being used to buy alcoholic beverages for or by the Kiwanis International Board, Staff, their spouses, or their companions. Julaine/Terry

13.8.2 **Amendment 2**

The Kiwanis District of Eastern Canada and the Caribbean proposes to amend the Kiwanis International Bylaws, Article XXIII, by adding Section 10, as shown below.

Purpose/Intention: The use of Kiwanis International revenue (membership dues, fees, or non-dues revenue) shall not be used for the purchase of first class or business class air flight tickets for or by the Kiwanis International Board, Staff, their spouses, or their companions.

The Kiwanis District of Eastern Canada and the Caribbean proposes to amend the Kiwanis International Bylaws, Article XXIII, by adding Section 10, as shown below. Purpose/Intention: The use of Kiwanis International revenue (membership dues, fees, or non-dues revenue) shall not be used for the purchase of first class or business class air flight tickets for or by the Kiwanis International Board, Staff, their spouses, or their companions. Julaine/Terry

13.9 **Approval of Distinguished Program**

Decision: The 2021-2022 Distinguished Program was reviewed and approved, the program was received by the Board. Sandra/Griffith

14 **Adjournment**

The meeting was adjourned at 7:35 pm

14.1 **Signatures: C James Scott Governor - James Steele Secretary**
Date:

SLP	DA	Requested	SLP	GATC	ICON	ICON Hotel	DCON	Misc.	Total
Caribbean Atlantic Key Club	Rudy Gill	4,475.00	800.00	1,000.00	900.00	1,000.00	500.00	200.00	4,400.00
Jamaica Key Club	Christopher Humber	9,958.38	700.00	800.00	800.00	1,000.00	500.00	200.00	4,400.00
Bahamas Key Club	Aldeka Thompson	7,342.30	700.00	700.00	800.00	1,000.00	500.00	200.00	3,900.00
Eastern Canada Key Club	Firma French	15,000.00	600.00	700.00	800.00	1,000.00	500.00	200.00	3,800.00
Caribbean Atlantic Circle K	Leo Williams	4,442.40	700.00	700.00		1,000.00	500.00	200.00	3,100.00
Eastern Canada Circle K	Angelo, Ciardella	-	600.00	700.00		1,000.00	500.00	200.00	3,000.00
Bahamas Aktion	Aldeka Thompson	-	-					1,000.00	1,000.00
Jamaica Kkids, Builders	Odense Rose	-	-					1,000.00	1,000.00
Canada Aktion	Chris Andrew	-	-	700.00	-	-		1,200.00	1,900.00
Bahamas Kkids, Builders	Sandra Munnings	-						1,000.00	1,000.00
Barbados Kkids, Builders	Zelma Daisley	4,475.00						1,000.00	1,000.00
Canada Kkids, Builders	Victoria Rode	1,000.00						1,000.00	1,000.00
Jamaica Kkids, Builders	Odense Rose	-						1,000.00	1,000.00
Bahamas Key Leader	Leza Basden	-	-					500.00	500.00
Canada Key Leader	Shiela Donald	-	-					1,000.00	1,000.00

Committee Name	Chair	Trustee member
Achievement and Awards	Marj Buck	Sandra Butler
Achievement and Awards		Jim Scott
Achievement and Awards	Dwight Larwence	
Audit		Dwight Larwence
Audit		Jim Steele
Audit		Kemitt McGann
Audit		Jim Scott
Audit		Anthony Haile
Bylaws and Policies	Bob Bogardis	Sandra Butler
Bylaws and Policies		Griffith Joseph
Bylaws and Policies		Julaine Lumsdon
Convention	Edwin Thompson	Roger Hamel
Convention		Jim Scott
Facebook	Jim Steele	Mark Brewer
Facebook		
Facebook	Kermitt McGann	
Finance		Peter Charboneau
Finance		Terry McLaren
Finance		Jim Scott
Finance		Jim Steele
Finance		Anthony Haile
Human and Spiritual	Jim Garey	Jim Garey
International Convention	Edwin Thompson	Roger Hamel
Kiwanis Children Fund	Bobby Moo Young	Terry McLaren
Kiwanis Children Fund		
Kiwanis Image – Signature Project	Merdina Callum	
Kiwanis Image – Signature Project		John Chave
Kiwanis Image – Signature Project		
Leadership Coordinator	PG Joanne Murray	
Long Range Strategic Planning	?	Peter Charboneau
Long Range Strategic Planning	?	John Chave
Long Range Strategic Planning	?	

Long Range Strategic Planning
Membership and Engagement
Membership and Engagement
Membership and Engagement
Membership and Engagement
Newsletter Editor
Partnership
Partnership
Past Lieutenant Governor
Public relations
Risk management
Service Leadership
Service Leadership
Service Leadership
Translation
Webmaster
Webmaster
Webmaster
Webmaster
Youth Protection Manager
Youth Protection Manager
Youth Protection Manager

?

Gary Levine

Jean Claude Calixte

Jim Garey

Merdina Callum

Dwight Larwence

Sharon Williams

Peter Charboneau Julaine Lumsdon

John Chave

Jim Garey

Ken McNaughton Julaine Lumsdon

Anthony Haile

John Chave

Pierre

Jean Claude Calixte

Jim Steele

Mark Brewer

Jim Garey

Bev Thompson

Terry McLaren

	Actual 09/30/2020	Actual to 06/30/2021	Budget 10/01/2020	Budget 10/01/2021		
Actual 09/30/2019						
REVENUE						
Members	6373	6403	6599	6000	7000	
Previous years Dues	3,564.50	3,888.00	0.00	2,500.00	2,500.00	
Operations-dues Cdn	181,630.50	198,493.00	164,975.00	150,000.00	175,000.00	25.00
Services Leadership Program	0.00	0.00	32,995.00	30,000.00	35,000.00	5.00
Member Dues Adjustment for FX	0.00	0.00	0.00	0.00	0.00	
Dues subsidy	0.00	0.00	0.00	0.00	0.00	
Other Income	0.00	0.00	0.00	0.00	0.00	
New Member Dues	8,040.00	5,115.00	0.00	0.00	5,770.00	500.00 18.00
Dues Total	199,608.00	207,496.00	197,970.00	182,500.00	218,270.00	
Other Income						
Interest Income	4,560.78	4,727.94	0.00	2,500.00	2,500.00	
KI Payment for New clubs	3,709.00	3,249.27	1,206.00	0.00	0.00	
Kiwanis Foundation	0.00	1,625.00	0.00	0.00	0.00	
Convention Revenue	0.00	0.00	0.00	1.00	1.00	
Miscellaneous Income	0.00	0.00	2,680.00	0.00	0.00	
Non Dues Revenue	0.00	0.00	0.00	56,060.00	107,000.00	
Total Other income	8,269.78	9,602.21	3,886.00	58,561.00	109,501.00	
TOTAL REVENUE	207,877.78	217,098.21	201,856.00	241,061.00	327,771.00	
EXPENSE						
Board Meetings						
Trustee Board Meeting -	22,313.85	21,699.83	0.00	7,000.00	22,000.00	2 Board meetings
Board meetings other expenses	0.00	7,687.00	1,476.00	0.00	0.00	
Total Board Meetings	22,313.85	29,386.83	1,476.00	7,000.00	22,000.00	
District Officer's Expenses						
Governor's Allowance	19,000.00	15,061.08	0.00	18,850.00	18,850.00	
Governor-Elect Allowance	6,547.82	3,759.64	763.00	8,500.00	10,000.00	
Vice Governor Allowance	1,951.30	0.00	0.00	3,000.00	3,000.00	
IP Governor's Allowance	2,382.50	2,584.28	1,426.77	3,000.00	5,000.00	
Lt. Governor's Travel	7,801.56	1,948.37	0.00	6,000.00	6,000.00	
District Trustee Expenses	396.08	0.00	0.00	5,000.00	5,000.00	
Board Insurance D&O	1,066.00	1,051.36	1,072.00	1,200.00	1,500.00	
Lt. Governor-Elect Training	22,226.32	25,999.43	2,396.74	26,000.00	26,000.00	
DST Conventions	3,500.00	774.36	970.30	3,500.00	3,500.00	
Total District Officers' Expense	64,871.58	51,178.52	6,628.81	75,050.00	78,850.00	

Administrative Expenses

Service Leadership prog (SLP)	0.00	0.00	263.79	32,500.00	35,000.00	
HST Equivalent	7,800.00	8,073.00	5,850.00	8,200.00	8,300.00	
Management Services	60,000.00	63,100.00	45,000.00	63,100.00	63,700.00	
New Club Incentive	0.00	0.00	16,372.00	0.00	27,000.00	24,300.00 2,700.00
New Member Incentive				0.00	0.00	
Convention adm. expenses	2,081.43	350.00	223.27	2,100.00	2,100.00	
Convention Credit Card Fee	3,898.81	2,171.05	751.63	3,900.00	3,900.00	
Audit Fees/Legal Fees	9,258.50	5,400.00	4,050.00	5,500.00	7,000.00	
Member - Club Communication	2,572.72	2,908.34	240.00	3,500.00	3,500.00	
Computer Software & Support	3,500.00	3,436.20	2,392.52	3,500.00	3,500.00	
Wire Bank Charges	551.37	405.00	927.00	1,500.00	2,000.00	
District WebSite	4,377.91	4,319.79	4,092.28	6,500.00	6,500.00	
Pins, Patches, Badges & Awards	2,573.35	3,433.75	2,996.86	3,000.00	5,000.00	
Candidate for IP support	5,000.00	0.00	0.00	0.00	0.00	
Total Administrative Expenses	101,614.09	93,597.13	83,159.35	133,300.00	167,500.00	

Committee Expenses

Convention 1st Timers	0.00	0.00	0.00	500.00	500.00	yes PLG
Growth Team -Member Engagmer	5,725.75	12,479.50	118.65	16,048.00	43,000.00	Blitz \$16,000
By Laws					1,600.00	
Public Relations					600.00	
District Awards					1,500.00	
Key Leader Program	0.00	0.00	0.00	0.00	500.00	
Risk Manager	250.00	0.00	0.00	500.00	500.00	
Education Training & Leadership	200.22	0.00	0.00	0.00	500.00	
Trainer Education CLE Coordinatio	0.00	0.00	0.00	0.00	500.00	
Partners Program					1,000.00	
Translations	6,600.00	6,825.00	4,950.00	6,600.00	6,600.00	
Youth Protection	0.00	0.00	0.00	0.00	500.00	
Newsletter	500.00	500.00	0.00	500.00	620.00	yes - should be \$620
Signature Project	0.00	0.00	0.00	500.00	500.00	
Convention Committee	713.98	673.98	0.00	1,000.00	1,000.00	yes
Miscellaneous	0.00	0.00	26.69	0.00	0.00	
Convention expenses - operations	0.00	0.00	0.00	1.00	1.00	
Total Committee Expenses	13,989.95	20,478.48	5,095.34	25,649.00	59,421.00	

FX Non-operatng

Tranfer from US Account to CDN\$	-573.00	0.00	0.00	0.00	0.00	
Exchange for Expenses Paid in US	-18,073.30	-9,740.97	-6,502.24	0.00	0.00	
Adjustment to CDN for USD Accol	-15,173.96	-25,442.82	0.00	0.00	0.00	
Adjust Canadian Dues deposit in l	29,538.96	32,577.41	29,456.04	0.00	0.00	
FX Non-Operating	-4,281.30	-2,606.38	22,953.80	0.00	0.00	

TOTAL EXPENSE

198,508.17	192,034.58	119,313.30	240,999.00	327,771.00	
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NET INCOME

9,369.61	25,063.63	82,542.70	62.00	0.00
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Generated On: 07/08/2021

NEW CLUB INCENTIVE	
15 clubs *18 members @\$90	24,300
Sponsoring club - 15*2 free mer	2,700
	<u>27,000</u>
NON DUES REVENUE - EXCESS RESERVES	
New Club Incentive	27,000
Club rebate - 7000@\$6.	42,000
Additional - part of detailed budg	38,000
	<u>107,000</u>

Calculation of Surplus Assets per Policy 2020

Year Ending	Expense Amount
2018	182,366
2019	202,789
2020	194,640
Total	579,795
Average	193,265
Two Years	386,530
Required Assets	\$ 386,530
Unrestricted Net Assets September 2020	\$ 495,475
Amount Available	\$ 108,945

Reserve Calculation

2017-09-20: B006 – EC&C district maintain on a perpetual basis minimum GENERAL RESERVES in cash and or near cash securities to the equivalent of twenty-four (24) months operating cost, based on the average of the last three years audited expenditure [not including district convention expenditure] as at the 30th September, and the amount of reserves be determined on the completion of each audit

2022-2022 Proposed Meeting Dates

August 24, 2021

September 16, 2021 (joint)

October 21, 2021

November 18, 2021

January 20, 2022

March 17, 2022

April 21, 2022

June 16, 2022

July 21, 2022

August 16-17 2022 In person

September 22, 2022

Eastern Canada and the Caribbean District Distinguished Program 2021-2022

Section 1

To achieve **Distinguished Club Status**, clubs must score 25 points in each of the 5 following categories for a total of **125**. Even if both items in the category were achieved, the maximum number of points that can be scored is 25. If 125 points are not achieved in Section 1, do not proceed to Section 2.

1. Membership and Engagement

Finish the 2021-2022 year with a net growth of 2 or more members as certified by October 10th, 2022 - **25 points**.

OR

Charter a new Adult Club in 2021-2022 (**Note** – only 1 sponsoring club may claim points for chartering a club. Points in this category cannot be shared) - **25 Points**

2. Community Impact

Return to the same number of SLP clubs by September 30th 2022 as your Club had in place March 31, 2020 – **25 points**

OR

Charter one new SLP Club by Sept. 30, 2022 (no sharing) – **25 points**

OR

Deliver one new service project for children that involves at least 50% of your members. (A report to be attached to the application form and submitted in October 2022) – **25 Points**

3. Kiwanis Image

Enter the club's Club Signature Project in the District Signature Project Contest - **25 Points**

4. Financial Viability

All club Dues are received by Kiwanis International by December 31, 2021. (Must appear on the Kiwanis International's January 2022 report.) – **25 Points**

5. Leadership and Education

All 2022-2023 Club Officer Positions are identified on the Secretary Dashboard and a report filed with the District Office no later than June 15, 2022 - **25 points**

“Distinguished Club Status with Outstanding Achievement”

Section 2

To achieve “**Distinguished Club Status with Outstanding Achievement**,” clubs must score a minimum **155** points. Bonus Points will be added to the score achieved in Section 1, for the following club activities. **Please note** - only the clubs that achieved Distinguished Status in Section 1 are eligible to receive Bonus Points in Section 2.

Bonus Points

- Develop a new Signature project or continue an existing signature project and register it on your Secretary Dashboard - **10 points**
- Make the suggested annual donation to a Kiwanis Foundation in the District or the Kiwanis International Children’s Fund - **10 Points**
- Make an annual financial contribution to your SLP Clubs- **10 points**
- The President for the 2022-2023 year completed the required Club Leadership Education by September 30, 2022 - **10 points**
- The President, President-elect, Secretary, Treasurer, and Membership Chair for the 2022-2023 administrative year completed the required Club Leadership Education by September 30th, 2022. (All five members in those positions must complete the training) - **10 points**
- At least one member of the club has attended the 2022 EC&C District Convention or the 2022 Kiwanis International Convention -**10 points**

Policies and Procedures
of the Eastern Canada & Caribbean District

Appendix C

Schedule of Payment Amounts

The following rates have been approved for the Administrative Year

Reference	Description	Amount	Original Date Set	Reviewed, to be Effective
7.3.9.1	Signing Limit -	\$3,000	Jan 2004	Oct. 1, 2019
13.7	Campaign Ethics – Giveaways	Up to \$10.00 per item	Jan 2002	Oct. 1, 2016
4.0.3	District Trustee	\$500	2011	Oct. 1, 2019
4.1.3	Allowance hotel LGD	Plus, Travel to Face-to-Face and up to 3 nights Actual Cost for 2 nights	Jan 2006	Oct. 1, 2019
4.1.3	Allowance travel LGD	\$0.39 per km	Aug 2019	Oct. 1, 2019
4.1.3	Allowance travel LGD Nfld/Lbr & Caribbean	\$0.415 per km	Aug 2019	Oct. 1, 2019
4.1.4	Club Visits LG	\$0.39 per km	Aug 2019	Oct. 1, 2019
9.5.1	District Administrator	Actual Costs as set out in budget and submitted receipts	Feb 2007	Oct. 1, 2019

Kiwanis International Bylaws

Proposed Amendment – Purchase of Alcoholic Beverages

The Kiwanis District of Eastern Canada and the Caribbean proposes to amend the Kiwanis International Bylaws, Article XXIII, by adding Section 9, as shown below.

Purpose/Intention: to stop the use of Kiwanis International revenue (membership dues, fees, or non-dues revenue) from being used to buy alcoholic beverages for or by the Kiwanis International Board, Staff, their spouses, or their companions.

Effective date: October 1, 2022

Amend Article XXIII, add Section 9.

Current wording:

ARTICLE XXIII. FINANCE AND ACCOUNTING

Sections 1 to Section 8 wording remains as stated.

Proposed new wording:

ARTICLE XXIII. FINANCE AND ACCOUNTING

Add:

Section 9. The use of Kiwanis International revenue (membership dues, fees, or non-dues revenue) shall not be used for the purchase of alcoholic beverages for or by the Kiwanis International Board, Staff, their spouses, or their companions.

The EC&C District advocates this amendment for the following reasons:

- Spending membership dues, fees, or non-dues revenue for the purchase of alcohol beverages provides an extremely negative and poor image for the Kiwanis name.
- The proposed change would see this money put to better use in supporting Kiwanis programs and projects worldwide.
- Those wishing to have alcohol can do so by purchasing it with their own funds.

We certify this proposed amendment was approved by a majority vote of our Kiwanis District of Eastern Canada and the Caribbean Board of Trustees at a meeting which included a quorum on August 19, 2021.

We also certify that **EC&C District Bylaws Chair Robert Bogardis** is authorized to make changes to this proposal, on behalf of the District as may be recommended by Kiwanis International, provided such changes are in keeping with the District's original intention.

District Kiwanis: Eastern Canada and the Caribbean

District Governor: Delores Lewis

District Secretary-Treasurer: Jim Steele

Signature: _____ Signature: _____

(If submitted by email, signatures are not required)

Kiwanis International Bylaws

Proposed Amendment – Purchase of Air Flight Tickets

The Kiwanis District of Eastern Canada and the Caribbean proposes to amend the Kiwanis International Bylaws, Article XXIII, by adding Section 10, as shown below.

Purpose/Intention: The use of Kiwanis International revenue (membership dues, fees, or non-dues revenue) shall not be used for the purchase of first class or business class air flight tickets for or by the Kiwanis International Board, Staff, their spouses, or their companions.

Effective date: October 1, 2022

Amend Article XXIII, add Section 10.

Current wording:

ARTICLE XXIII. FINANCE AND ACCOUNTING

Sections 1 to Section 8 wording remains as stated.

Section 9 being considered under a separate amendment.

Proposed new wording:

ARTICLE XXIII. FINANCE AND ACCOUNTING

Add:

Section 10. The use of Kiwanis International revenue (membership dues, fees, or non-dues revenue) shall not be used for the purchase of first class or business class air flight tickets for or by the Kiwanis International Board, Staff, their spouses, or their companions.

The EC&C District advocates this amendment for the following reasons:

- Spending membership dues, fees, or non-dues revenue for the purchase of Business Class and First Class air flight tickets would provide a negative public image for the Kiwanis name that could be devastating for membership and contributions.
- The proposed change would see the money saved put to better use in supporting Kiwanis programs and projects worldwide.
- Those wishing to upgrade from Economy Class or Economy Plus Class to Business Class or First Class can do so by purchasing the difference with their own funds or air travel points.

We certify this proposed amendment was approved by a majority vote of our Kiwanis District of Eastern Canada and the Caribbean Board of Trustees at a meeting which included a quorum on August 19, 2021.

We also certify that **EC&C District Bylaws Chair Robert Bogardis** is authorized to make changes to this proposal, on behalf of the District as may be recommended by Kiwanis International, provided such changes are in keeping with the District's original intention.

District Kiwanis: Eastern Canada and the Caribbean

District Governor: Delores Lewis

District Secretary/Treasurer: Jim Steele

Signature: _____ Signature: _____

(If submitted by email, signatures are not required)