



**KIWANIS INTERNATIONAL**

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October 31, 1990

**TO: Recipients of the Minutes of the September 30-  
October 4 and 7, 1990, Meeting of the Kiwanis  
International Board of Trustees**

Attached are the proposed minutes of the September 30-  
October 4 and 7, 1990, Meeting of the Kiwanis  
International Board of Trustees.

These minutes will become "official" when approved  
by the Board of Trustees at its next scheduled meeting  
(January 13-19, 1991, in Indianapolis, Indiana).

Sincerely,

A handwritten signature in cursive script, appearing to read 'Kevin W. Krepinevich'.

Kevin W. Krepinevich  
International Secretary

KWK/pn

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OF THE MEETING OF

KIWANIS INTERNATIONAL BOARD OF TRUSTEES

SEPTEMBER 30-OCTOBER 4 and 7, 1990

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MINUTES  
OF THE MEETING OF  
THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES  
SEPTEMBER 30-OCTOBER 4 and 7, 1990

A meeting of the Board of Trustees of Kiwanis International was held at the International Office in Indianapolis, Indiana, September 30 - October 4, 1990, and at the Westin Hotel, Indianapolis, Indiana on October 7, 1990. Those present: W. J. "Wil" Blechman, M.D., President; John D. Morton, Sr., President-elect; Noris A. Lusche, Immediate Past President; Kenneth W. Smith, D.C. and Arthur D. Swanberg, Vice-Presidents; William L. Lieber, Treasurer; Kevin W. Krepinevich, Secretary; Andrew Batsis, D.M.D., Gerald P. Christiano, W. Gene Engelhardt, Joe L. Griffeth, M.D., Robert L. McCurley, Jr., Glenn E. Muggelberg, Ian Perdriau, Alfred L. "Al" Provasi, Walter G. Sellers, Eyjolfur "Eddie" Sigurdsson, Kun-Hua "Jeffery" Tseng, Robert E. Wales, Trustees.

Also present were: Donald R. Collins, Assistant Secretary for Finance and Management Information Services; Larry J. Horney, Assistant Secretary for Communications; John E. Merski, Jr., Assistant Secretary for Human Resources; W. Thomas Nelson, Jr., Assistant Secretary for Membership; A. G. Terry Shaffer, Assistant to the International Secretary; James P. Tinsley, Jr., Assistant Secretary for Sponsored Programs.



The meeting was called to order by President W. J. "Wil" Blechman, M.D. on Tuesday, October 2, 1990, at 1:00 p.m. The invocation was given by Trustee Provasi.

Secretary Krepinevich presented the minutes of the Meeting of the Kiwanis International Board of Trustees held in St. Louis, Missouri, June 20-22 and 28, 1990.

Upon motion duly made, supported, and carried it was:

**RESOLVED**, That the minutes of the Board Meeting held June 20-22 and 28, 1990, be approved.

**APPROVAL OF  
JUNE 20-22  
AND 28, 1990,  
MINUTES**

Secretary Krepinevich presented the minutes of the Executive Committee Special Meeting, August 8, 1990.

Upon motion duly made, supported, and carried it was:

**RESOLVED**, That the minutes of the Executive Committee Special Meeting held by conference telephone call on Wednesday, August 8, 1990, be approved. (See "Exhibit 1.")

**APPROVAL  
OF MINUTES  
OF EXECUTIVE  
COMMITTEE  
CONFERENCE  
CALL,  
AUGUST 8,  
1990**

Secretary Krepinevich presented the minutes of the Executive Committee Special Meeting, August 30, 1990.

Upon motion duly made, supported, and carried it was:

**RESOLVED**, That the minutes of the Executive Committee Special Meeting held by conference telephone call on Thursday, August 30, 1990, be approved as written with the exception of the portion which pertains to the European Regional Office.

**APPROVAL  
OF MINUTES  
OF EXECUTIVE  
COMMITTEE  
CONFERENCE  
CALL,  
AUGUST 30,  
1990**

**AND BE IT FURTHER RESOLVED**, That an Executive Committee Conference Call be held to make a final decision as to the location of the Regional Office in Europe after John D. Morton, Sr. and Eyjolfur "Eddie" Sigurdsson attend the KI-Europe Meeting in Geneva, Switzerland, October 11-14, 1990. The decision of the Executive Committee would be binding on the Board. (See "Exhibit 2.")

The Message of the President was presented by W. J. Blechman, M.D. and is attached as "Exhibit 3."

**MESSAGE OF  
PRESIDENT**

The Message of the President-elect was presented by John D. Morton, Sr. and is attached as "Exhibit 4."

**MESSAGE OF  
PRESIDENT-  
ELECT**

The Message of the Secretary was presented by Kevin W. Krepinevich and is attached as "Exhibit 5."

**MESSAGE OF  
SECRETARY**

The Report of the Treasurer was presented by William L. Lieber and is attached as "Exhibit 6."

**REPORT OF  
TREASURER**

The Board reviewed the report of the Administrative Action taken by staff since the last Board Meeting.

Upon motion duly made, supported, and carried it was:

**RESOLVED, That the Administrative Action taken by staff since the last Board Meeting be approved. (See "Exhibit 7.")**

**ADMINISTRATIVE ACTION**

Upon motion duly made, supported, and carried it was:

**RESOLVED, That the changes to the 1990-91 International Committee Appointments be approved. (See "Exhibit 8.")**

**APPROVAL OF  
CHANGES TO  
1990-91  
INTERNATIONAL  
COMMITTEES**

Upon motion duly made, supported, and carried it was:

**RESOLVED, That approval be given to the following appointments to the Kiwanis International Foundation Board, beginning October 1, 1990:**

Appointment of Kenneth W. Smith, D.C., Vice-President,  
1990-91 (one year term)  
Appointment of Arthur D. Swanberg, Vice-President,  
1990-91 (one-year term)

**KENNETH W.  
SMITH, D.C.  
AND  
ARTHUR D.  
SWANBERG  
APPOINTED  
TO FOUNDATION  
BOARD**

Upon motion duly made, supported, and carried it was:

**RESOLVED, That W. J. Blechman, M.D. be appointed to replace Noris A. Lusche and that Kevin W. Krepinevich, Rene' H. Chapuis, and Dr. Martin Ammann be reappointed to the Board of Directors of Kiwanis International, Zurich, for one year beginning October 1, 1990.**

**BOARD OF  
DIRECTORS  
OF KIWANIS  
INTERNATIONAL  
ZURICH**

Upon motion duly made, supported, and carried it was:

**RESOLVED, that, in accordance with Article X, Section 2 of the Constituion, approval be given for Steindor Hjorleifsson, 1990-91 Governor-elect of the Iceland District, to attend Council in Indianapolis, Indiana, October 4-7, 1990, because Hermann Thordarson, 1990-91 Governor of the Iceland District, is ill and unable to attend Council.**

**APPROVAL FOR  
GOVERNOR-  
ELECT FROM  
ICELAND  
DISTRICT  
TO ATTEND  
COUNCIL**

The Preliminary Report of the Finance Committee was presented by Trustee Wales. (See "Exhibit 9.")

PRELIMINARY  
REPORT OF  
FINANCE  
COMMITTEE

The Report of the Board Committee on Member Services, Internationalization, and Extension, Eyjolfur "Eddie" Sigurdsson, Chairman, was presented. (See "Exhibit 10.")

MEMBER  
SERVICES,  
INTERNATION-  
ALIZATION  
AND EXTENSION

It was moved by the Committee and duly carried as follows:

RESOLVED, That the Associate Sponsorship fee be reduced from \$400 to \$300.

ASSOCIATE  
SPONSORSHIP  
FEE REDUCED  
FROM \$400  
TO \$300

It was moved by the Committee and duly carried as follows:

RESOLVED, That Procedures 408.1 and 408.7 be amended to read as follows:

PROCEDURE  
408.1  
AMENDED --  
MINIMUM  
NUMBER OF  
CLUBS AND  
MEMBERS FOR  
COUNCIL,  
PROVISIONAL  
DISTRICT,  
INTERIM  
DISTRICT,  
AND DESIG-  
NATED  
DISTRICT

Procedure 408.1 - Minimum Number of Clubs and Members for Council, Provisional District, Interim District, and Designated District

When deemed in the best interest of Kiwanis International and the Kiwanis clubs involved, the Kiwanis International Board may grant authority to create a council to a group of not less than ten (10) Kiwanis clubs in good standing in non-districted areas with a minimum of 300 paid members having compatible geographic areas and customs. With the Board's approval, a council may become a provisional district when it attains a minimum of 500 paid members and no less than 15 clubs in good standing; a provisional district may become an interim district when it attains a minimum of 700 paid members and no less than 20 clubs in good standing; and an interim district may become a designated district when it attains a minimum of 900 paid members and no less than 25 clubs in good standing.

A. Council

A council is an administrative unit that may be utilized by the Kiwanis International Board to administer to a group of clubs within a nation or nations. A council may be initiated and established solely by the Kiwanis International Board and only if the International Board is satisfied that the best interests of Kiwanis International are thereby served.

- 1) When a council is created, the Kiwanis International Board shall designate the geographic area and clubs involved.

- 2) The objects of a council shall be:
  - a) To seek within the council and through the clubs of the council the attainment of the Objects of Kiwanis International as set forth in the Constitution.
  - b) To increase the fellowship and cooperative effort of the clubs within the council.
  - c) To cooperate with Kiwanis International in building new clubs and in educating and strengthening clubs within the council.
  - d) To promote participation of the clubs of the council in the general objectives, programs, and policies of the council and of Kiwanis International.
- 3) The council shall act as the administrative unit for its member clubs within its territory.
- 4) Each council shall elect a chairperson and other appropriate officers.
- 5) Upon the official organization of a council, said council may form sub-divisions, each with a vice-chairperson, so long as there are no fewer than three (3) clubs in each sub-division. Upon the organization of five (5) clubs or more within a sub-division, additional sub-divisions may be formed, each with a vice-chairperson.
- 6) Every chartered Kiwanis club in good standing in the council shall be a member of that council.
- 7) The officers of the council shall be a Chairperson, the Immediate Past Chairperson, a Vice-Chairperson for each sub-division, and a Treasurer/Secretary.
- 8) The duties of the officers of the council shall be as follows:
  - a) The Chairperson shall be the administrative officer of the council and shall preside at all council meetings and all conferences. Under the direction and supervision of Kiwanis International, the Chairperson of the council shall have the duty of promoting the interests of the clubs within the council.
  - b) The Vice-Chairpersons shall assist the Chairperson in membership growth, new club building and retention, and in the work of the council. They shall represent the Chairperson and shall have full responsibility under the direction of the Chairperson in supervising the council administrative work in their respective sub-divisions.

- c) Any Vice-Chairperson, in the absence of the Chairperson, shall preside at all council meetings and of the Board of Council. The Vice-Chairperson shall also perform such other duties as may be assigned by the Chairperson of the council.
- d) The Secretary/Treasurer shall keep all records of the council and minutes of the conference and of the council meetings.
- e) The Secretary/Treasurer's accounts and books shall at all times be open to the inspection of the Chairperson, the Council members, and any authorized auditor.
- f) The Secretary/Treasurer shall submit a report to the annual Conference and at such other times as the Chairperson may require and shall submit to the proper persons all communications received from Kiwanis International.
- 9) All officers shall be elected for a one (1) year term and may not serve more than two (2) consecutive one (1) year terms.
- 10) The Board of Council shall consist of the officers and the President of each club in the council.
- 11) All Board members of the council shall enter upon their official duties on the first day of October of each administrative year and shall serve for one year or until their successors shall be duly elected and qualified.
- 12) The Board of Council shall determine the policies and activities of the council, elect and discipline members, approve the budget and all bills, and have general management of the council.
- 13) The Board of Council shall meet regularly at least once each quarter and at the call of the Chairperson, or by call of a majority of the Board of Council.
- 14) The Annual Conference of the council shall be held at such place and date as decided by the Board of Council, between March 15 and September 15, except no council shall schedule its conference to be held within the period of thirty (30) days prior to, during or thirty (30) days following the convention of Kiwanis International.

- 15) At any conference, each chartered club in good standing in the council shall be entitled to three (3) delegates, two of whom shall be the president and president-designate.
- 16) Each delegate present shall be entitled to vote on each question submitted to any conference. There shall be no voting by proxy.
- 17) A quorum at any conference of the council shall be comprised of the official delegates present, and representing not less than one-third (1/3) of the total number of clubs within the council.
- 18) The election of officers, except the Vice-Chairpersons and the Secretary/Treasurer, shall be held at the Annual Conference.
- 19) Each member club shall pay to the council with which it is affiliated, for each member, with the exception of honorary members, a sum of at least one dollar (\$1.00) and not exceeding twenty-five dollars (\$25.00) per annum, except when permitted otherwise by the Kiwanis International Board of Trustees. A council may determine the amount of its dues upon the approval of the affected council board and ratification by the Council's convention. Such amount shall include all council charges other than registration fees paid by those in attendance at council conferences and shall be payable annually or semi-annually as determined by the council conference.
- 20) The Vice-Chairperson of each sub-division shall call, no later than sixty (60) days prior to the Annual Conference, upon written notice to the president of each club of the sub-division, a conference for the purpose of electing a Vice-Chairperson for the next administrative year.
- 21) The representatives of two-thirds (2/3) of the clubs in the sub-division shall constitute a quorum at the conference, and each club in good standing shall have three (3) votes.
- 22) The Secretary/Treasurer shall report the result of elections to Kiwanis International within thirty (30) days.
- 23) The councils, under the supervision of the Kiwanis International Board, shall cooperate and coordinate with the International Office in the implementation of all Kiwanis activities and programs such as new club building, membership growth and retention, and the Major Emphasis Program.

408.7 - Titles of Governors

The chief administrator of the Provisional, Interim, and Designated Districts shall be addressed as Governor. Each shall be officially titled as Governor of Provisional District, Governor of Interim District, and Governor of Designated District respectively.

(Referred to Board Committee on Policies, Procedures, and Structures.)

It was moved by the Committee and duly carried as follows:

RESOLVED, That the nations of Algeria and Morocco be authorized for extension.

It was moved by the Committee and duly carried as follows:

RESOLVED, That the charters of the 104 clubs listed be revoked, effective September 30, 1990, and that the amounts of the accounts receivable be charged against the reserve for bad debts in the amount of \$23,335.70 (U.S.). (See "Exhibit 11.")

It was moved by the Committee and duly carried as follows:

RESOLVED, That International Office staff support for the pilot program on Flagship clubs be as follows:

- A. The number of participating clubs will be capped at its present number -- 36.
- B. Staff will set aside one four-hour period on one day each month to support the Flagship program. Any additional support will be only at the discretion of the International Secretary.
- C. Staff will continue to monitor costs of the program in accordance with the \$3,000 ceiling (\$1,500 duplicating/\$1,500 postage) placed on expenditures by the Board at its June, 1990 meeting.

It was moved by the Committee and duly carried as follows:

RESOLVED, That effective immediately, only the March and September Official Monthly Reports be sent by clubs to Kiwanis International, and that all clubs be informed of this action.

PROCEDURE  
408.7  
AMENDED --  
TITLES OF  
GOVERNORS

ALGERIA AND  
MOROCCO  
AUTHORIZED  
FOR EXTEN-  
SION

REVOCATION  
OF CHARTERS

INTERNATIONAL  
STAFF SUPPORT  
FOR PILOT  
PROGRAM  
ON FLAGSHIP  
CLUBS

ONLY MARCH  
AND SEPTEMBER  
OFFICIAL  
MONTHLY  
REPORTS ARE  
TO BE SENT  
BY CLUBS  
TO INTER-  
NATIONAL  
OFFICE

It was moved by the Committee and duly carried as follows:

**RESOLVED, That the Board approve an annual salary of up to \$50,000 for the position of Director of Field Operations-Europe.**

**ANNUAL  
SALARY  
APPROVED  
FOR DIRECTOR  
OF FIELD  
OPERATIONS-  
EUROPE**

This completed the action on the recommendations of the Board Committee on Member Services, Internationalization, and Extension and the report was received.

The meeting recessed at 5:10 p.m. on Tuesday, October 2, until Wednesday, October 3, 1990

The meeting reconvened on Wednesday, October 3, at 8:30 a.m.

The Report of the Board Committee on Communications and Conventions, Robert L. McCurley, Jr., Chairman, was presented. (See "Exhibit 12.")

**COMMUNICA-  
TIONS AND  
CONVENTIONS**

It was moved by the Committee and duly carried as follows:

**RESOLVED, That an overexpenditure in the capital expenditures-equipment account, line item #500-1240-001, in the amount of \$3,496.99 be approved to purchase a second teleprompter.**

**APPROVAL OF  
PURCHASE  
OF SECOND  
TELEPROMPTER**

This completed the action on the recommendations of the Board Committee on Communications and Conventions and the report was received.

The Report of the Board Committee on Administration, Kenneth W. Smith, D.C., Chairman, was presented. (See "Exhibit 13.")

**ADMINISTRA-  
TION**

It was moved by the Committee and duly carried as follows:

**RESOLVED, That the entire insurance program for Kiwanis International be awarded to Wells & Company, including the health and welfare and the complete risk management program as outlined, effective with the November 1, 1990, renewal date. (See "Exhibit 14.")**

**ENTIRE  
INSURANCE  
PROGRAM FOR  
KI AWARDED  
TO WELLS  
& COMPANY**



It was moved by the Committee and duly carried as follows:

RESOLVED, That Procedure 183 be amended as follows:

Procedure 183 - General Liability Insurance - Criteria for the Investigation of Crisis General Liability Claims

- a. An investigation team shall be established to monitor selected bodily and property damage claims against Kiwanis International.
- b. A team will consist of a minimum of ~~four~~ three people: A member of the Board of Trustees appointed by the President, the International Secretary or designee, and the Insurance broker, ~~and the Staff Liaison for the insurance program.~~
- c. The team will conduct an on-site investigation of the following type claims:
  1. A claim resulting in the death of any individual.
  2. A claim resulting in any loss of limb.
  3. A claim resulting in bodily injury or property damage with expected costs in excess of \$25,000.
  4. A claim resulting in potential damage to the name of Kiwanis International.
- d. All costs associated with the investigation shall be charged to the comprehensive general liability insurance program.

(Referred to Board Committee on Policies, Procedures, and Structures.)

It was moved by the Committee and duly carried as follows:

RESOLVED, That the Chinese translator position be changed from part-time (18.5 hours per week) to full time (37.5 hours per week).

BE IT FURTHER RESOLVED, That effective with the beginning of the 1990-91 administrative year (October 1, 1990), authorization be given for an overexpenditure in the amount of \$12,523 in Account 131-7001-001-Salaries and \$1,277 in Account 131-9964-717-Employee Benefits. This would be offset by a reduction in expense of \$12,300 in Account 131-8130-001-Translations.

PROCEDURE  
183 AMENDED --  
GENERAL  
LIABILITY  
INSURANCE --  
CRITERIA  
FOR THE  
INVESTIGATION  
OF CRISIS  
GENERAL  
LIABILITY  
CLAIMS

CHINESE  
TRANSLATOR  
POSITION  
CHANGED  
TO FULL  
TIME

It was moved by the Committee and duly carried as follows:

**RESOLVED**, That approval be given for one additional full-time Administrative Secretary for Non-North American Field Operations.

**BE IT FURTHER RESOLVED**, That, \$5,00 be authorized for capital expenditures and, effective with the beginning of the 1990-91 administrative year (October 1, 1990), authorization be given for overexpenditures in the amount of \$9,215 in Account 135-7001-001, \$8,511 in Account 136-7001-001, \$2,347 in Account 135-9964-717, and \$2,177 in Account 136-9964-717.

This completed the action on the recommendations of the Board Committee on Administration and the report was received.

The Report of the Board Committee on Sponsored Programs, Arthur D. Swanberg, Chairman, was presented. (See "Exhibit 15.")

It was moved by the Committee and duly carried as follows:

**RESOLVED**, That the Amendments to the Constitution and Bylaws of Circle K International as presented be approved. (See "Exhibit 16.")

It was moved by the Committee and duly carried as follows:

**RESOLVED**, That the amendments to the Constitution and Bylaws of Key Club International as presented be approved. (See "Exhibit 17.")

It was moved by the Committee and duly carried as follows:

**RESOLVED**, That the Kiwanis International Standard Form for District Bylaws be amended as follows:

APPROVAL  
FOR ADDI-  
TIONAL  
FULL-TIME  
ADMINISTRA-  
TIVE SECRETARY  
FOR NON-NORTH  
AMERICAN  
FIELD  
OPERATIONS

SPONSORED  
PROGRAMS

APPROVAL  
OF AMENDMENTS  
TO CONSTITU-  
TION AND  
BYLAWS  
OF CIRCLE K  
INTERNATIONAL

APPROVAL  
OF AMENDMENTS  
TO CONSTITU-  
TION AND  
BYLAWS OF  
KEY CLUB  
INTERNATIONAL

KI STANDARD  
FORM FOR  
DISTRICT  
BYLAWS  
AMENDED

Article VII, Standing Committees

Section 1 - The basic committee structure shall include the following standing committees:

- a. Youth Services
- b. Circle K Clubs
- c. Key Clubs
- d. Builders Clubs *cm*
- e. Citizenship Services
- f. International Relations
- g. Support of Spiritual Aims
- h. Major Emphasis Programs
- i. Administration
- j. Achievement
- k. Convention
- l. Finance and Fund Raising
- m. Laws and Regulations
- n. Membership Growth and Education
- o. New Club Building
- p. Past District Governors
- q. Public Relations
- r. Resolutions
- s. Promotion of Sponsored Youth

It was moved by the Committee and duly carried as follows:

RESOLVED, That a new Section e. be added to Procedure 192.

Procedure 192 - Emblems

- e. When a collective reference is made to the sponsored programs of Kiwanis International, the names and logos of all sponsored programs are to be included on said materials.

(Referred to Board Committee on Policies, Procedures, and Structures.)

It was moved by the Committee and duly carried as follows:

RESOLVED, That a quarterly Sponsorship Awards reporting system be implemented during the 1990-91 administrative year for Kiwanis clubs that sponsor Builders Clubs.

This completed the action on the recommendations of the Board Committee on Sponsored Programs and the report was received.

PROCEDURE  
192 AMENDED  
-- EMBLEMS

QUARTERLY  
SPONSORSHIP  
AWARDS FOR  
CLUBS THAT  
SPONSOR  
BUILDERS  
CLUBS IN  
1990-91

The Report of the Board Committee on Education and Program Development, William L. Lieber, Chairman, was presented. The report was received. (See "Exhibit 18.")

**EDUCATION  
AND PROGRAM  
DEVELOPMENT**

The Report of the Board Committee on Policies, Procedures, and Structures, Ian Perdriau, Chairman, was presented. (See "Exhibit 19.")

**POLICIES,  
PROCEDURES,  
AND STRUCTURES**

It was moved by the Committee and duly carried as follows:

**RESOLVED, That a new Procedure 907 - Kiwanis International Campaign Standards, be approved. (See "Exhibit 20.")**

**NEW PROCEDURE  
907 -- KI  
CAMPAIGN  
STANDARDS**

It was moved by the Committee and duly carried as follows:

**RESOLVED, That a new Procedure 194 - Responsibilities of the District Governor as an Officer of Kiwanis International, be approved. (See "Exhibit 21")**

**NEW PROCEDURE  
194 -- RESPON-  
SIBILITIES  
OF DISTRICT  
GOVERNOR  
AS OFFICER  
OF KI**

It was moved by the Committee and duly carried as follows:

**RESOLVED, That Procedure 892.1 - Allowance, be amended in order to properly reflect any expense reimbursements for those attending the first Council Meeting. (See "Exhibit 22.")**

**PROCEDURE  
892.1  
AMENDED --  
ALLOWANCE  
(FIRST COUN-  
CIL MEETING)**

It was moved by the Committee and duly carried as follows:

**RESOLVED, That Procedure 131 - International Secretary, Procedure 893 - Expenses of the International Board of Trustees, and Procedure 112, Board Committee Areas of Responsibilities and Concern, be amended. (See "Exhibit 23.")**

**AMENDED  
PROCEDURES  
131 -- INTER-  
NATIONAL  
SECRETARY,  
PROCEDURE  
893--EXPENSES  
OF INTER-  
NATIONAL  
BOARD, AND  
PROCEDURE  
112 --  
BOARD  
RESPONSI-  
BILITIES**

It was moved by the Committee and duly carried as follows:

**RESOLVED, That the last sentence of the first paragraph of Article XIII, Section 2 of the Constitution, which reads: "One dollar (\$1.00) of these annual dues shall be allocated for international expansion," shall be interpreted:**

**INTERPRETA-  
TION OF  
ARTICLE XIII,  
SECTION 2  
OF CONSTI-  
TUTION**

**Article XIII, Section 2 provides that one dollar (\$1.00) shall be allocated for international expansion. The Constitution does not prohibit the expenditure of additional funds.**

(Interpretation -- Requires publication in Kiwanis magazine.)

It was moved by the Committee and duly carried as follows:

**RESOLVED, That the interpretations of the Constitution titled "A Hearing Before the Board of Trustees" and "Federation Boundaries" be removed. (See "Exhibit 24.")**

(Removal of Interpretations -- Requires publication in Kiwanis magazine.)

It was moved by the Committee and duly carried as follows:

**RESOLVED, That a new Procedure 304.6(i) be approved as follows:**

**Procedure 304.6 - Official Name of a Kiwanis Club**

- i. A club shall not use in its name a gender designation or any designation which would impugn the good name of Kiwanis.**

It was moved by the Committee that Procedure 201 - Administrative Secretary (District) and Procedure 301 - Administrative Secretary (Club) be amended to allow for a change in title for these positions, as stated below:

**Procedure 201 - Administrative Secretary/Administrative Director**

An employed assistant in the office of a District Secretary may have the title of administrative secretary or administrative director.

**Procedure 301 - Administrative Secretary/Administrative Director**

An employed assistant in the office of a club secretary may have the title of administrative secretary or administrative director.

This motion was defeated.

This completed the action on the recommendations of the Board Committee on Policies, Procedures, and Structures, and the report was received.

REMOVAL OF  
INTERPRETA-  
TIONS OF  
CONSTITUTION  
TITLED "A  
HEARING BEFORE  
THE BOARD OF  
TRUSTEES" AND  
"FEDERATION  
BOUNDARIES"

NEW PROCEDURE  
304.6(i) --  
OFFICIAL NAME  
OF A KIWANIS  
CLUB

MOTION  
DEFEATED  
TO ALLOW  
FOR A CHANGE  
OF TITLE IN  
PROCEDURE  
201 --  
ADMINISTRATIVE  
SECRETARY  
(DISTRICT),  
AND PROCEDURE  
301, ADMIN-  
ISTRATIVE  
SECRETARY  
(CLUB)

The Report of the Board Committee on Finance, Robert E. Wales, Chairman, was presented. (See "Exhibit 25.")

**FINANCE**

It was moved by the Committee and duly carried as follows:

**RESOLVED, That the new or revised financial policies and procedures be adopted. (See "Exhibit 26.")**

**NEW OR  
REVISED  
FINANCIAL  
POLICIES AND  
PROCEDURES**

(Referred to Board Committee on Policies, Procedures, and Structures.)

It was moved by the Committee and duly carried as follows:

**RESOLVED, That Procedure 202 - Annual Audit be amended as follows:**

**PROCEDURE  
202 AMENDED  
-- ANNUAL  
AUDIT**

**Procedure 202 - Annual Audit**

In accordance with the Standard Form for District Bylaws, Article XVI, Section 4, "The books of account of the district should be audited at least once each administrative year by an independent auditing firm named by the (District's) Board of Trustees and a certified report shall be rendered to the (District's) Board of Trustees."

- a. All districts are required to submit a copy of their certified audited financial report to Kiwanis International annually and not later than March 31, of the succeeding administrative year.
- b. If the report is not received, the International Secretary shall request in writing by April 15, a copy of the district's certified audited financial report in compliance with paragraph 202a.
- c. Each of the district's audited financial reports will be analyzed and summarized and be submitted for review to the International Board Committee on Finance by the May meeting of the Board of Trustees.

(Referred to Board Committee on Policies, Procedures, and Structures.)

This completed the action on the recommendations of the Board Committee on Finance, and the report was received.

The meeting recessed at 4:55 p.m. on Wednesday, October 3, until Thursday, October 4.

The meeting reconvened on Thursday, October 4, at 8:30 a.m. The invocation was given by Treasurer Lieber.

Upon motion duly made, supported, and carried it was:

**RESOLVED, That the Board of Trustees is very appreciative of the cooperation and assistance received from staff.**

**APPRECIATION TO STAFF**

The meeting recessed at 10:10 a.m. on Thursday, October 4, until Sunday, October 7.

The meeting reconvened at 10:30 a.m. on Sunday, October 7, in the Board Room at the Westin Hotel, Indianapolis, Indiana (site of the 1990 Council Meeting). The invocation was given by President Blechman.

The Report of the Committee of Past International Presidents, Anton J. Kaiser, Chairman, was presented. The report was received. (See "Exhibit 27.")

**COMMITTEE OF PAST INTERNATIONAL PRESIDENTS**

Upon motion duly made, supported, and carried it was:

**RESOLVED, That by October 1, 1991, the core group of materials listed (see "Exhibit 28") be available in the following 15 languages: Chinese, Danish, Dutch, English, Finnish, French, German, Icelandic, Italian, Japanese, Korean, Norwegian, Portuguese, Spanish, and Swedish.**

**CORE GROUP OF MATERIALS TO BE AVAILABLE IN 15 LANGUAGES BY OCTOBER 1, 1991**

**AND BE IT FURTHER RESOLVED, that by October 1, 1991, the Major Emphasis Program (MEP) be available in the following 8 languages: Chinese, English, French, German, Italian, Korean, Portuguese, and Spanish.**

**MEP MATERIALS TO BE AVAILABLE IN 8 LANGUAGES BY OCTOBER 1, 1991**

The next meeting of the Board of Trustees will be January 13-19, 1991, in Indianapolis, Indiana.

The meeting adjourned sine die on Sunday, October 7, at 11:55 a.m.

**ADJOURNMENT  
SINE DIE**



MINUTES OF THE MEETING OF  
KIWANIS INTERNATIONAL SUBSIDIARY, INC.

OCTOBER 4, 1990

A meeting of the Board of Trustees of Kiwanis International Subsidiary, Inc. was held at the International Office in Indianapolis, Indiana, October 4, 1990.

Those present: W. J. "Wil" Blechman, M.D., President; John D. Morton, Sr., President-elect; Noris A. Lusche, Immediate Past President; Kenneth W. Smith, D.C. and Arthur D. Swanberg, Vice-Presidents; William L. Lieber, Treasurer; Kevin W. Krepinevich, Secretary; Andrew Batsis, D.M.D., Gerald P. Christiano, W. Gene Engelhardt, Joe L. Griffeth, M.D., Robert L. McCurley, Jr., Glenn E. Muggelberg, Ian Perdriau, Alfred L. "Al" Provasi, Walter G. Sellers, Eyjolfur "Eddie" Sigurdsson, Kun-Hua "Jeffery" Tseng, Robert E. Wales, Trustees.

Also present were: Donald R. Collins, Assistant Secretary for Finance and Management Information Services; Larry J. Horney, Assistant Secretary for Communications; John E. Merski, Jr., Assistant Secretary for Human Resources; W. Thomas Nelson, Jr., Assistant Secretary for Membership; A. G. Terry Shaffer, Assistant to the International Secretary; James P. Tinsley, Jr., Assistant Secretary for Sponsored Programs.

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Officers and Trustees of Kiwanis International shall be the Officers and Trustees of Kiwanis International Subsidiary, Inc.

**OFFICERS  
AND  
TRUSTEES**

Upon motion duly made, supported, and carried it was:

RESOLVED, That the auditors for Kiwanis International Subsidiary, Inc. shall be the same auditors as those for Kiwanis International.

**AUDITORS**

Upon motion duly made, supported, and carried it was:

RESOLVED, That Vice-President Kenneth W. Smith, D.C. is appointed as Agent for Kiwanis International Subsidiary, Inc.

**AGENT**

Adjournment

MINUTES OF THE EXECUTIVE COMMITTEE SPECIAL MEETING

Indianapolis, Indiana

Wednesday, August 8, 1990

Executive Committee Members Present:

Noris A. Lusche, Chairman  
W. J. "Wil" Blechman, M.D.  
C. A. Dillon, Jr.  
William L. Lieber  
John D. Morton, Sr.  
Gene R. Overholt  
Arthur D. Swanberg

Other Participants:

Eyjolfur Sigurdsson  
Egon Kuzmany  
Kevin W. Krepinevich  
Donald R. Collins

A meeting of the Executive Committee was held at 9:00 a.m. EST on August 8, 1990, in the office of the International Secretary by conference telephone call. President Noris A. Lusche presided.

The reason for the special meeting is related to the following facts:

At the May 1990 meeting of the International Board of Trustees, the International Board was made aware of the expiration of the lease for the Regional Office in Zurich. Prior to that time, Kiwanis International understood that the lease would be renewable with a modest increase in cost. Kiwanis International (KI) was informed that the lease would not be renewed; and even if it were renewable, there would be a significant increase in cost.

Staff has been researching suitable locations for the relocation of the Regional office. Since the lease expires on March 31, 1991 and preparations for any move would need to begin soon, action to select a site needs be taken prior to the October 1990 meeting of the Board of Trustees.

The Executive Committee reviewed the research prepared by staff and members of a special committee jointly appointed by Kiwanis International European Federation (KI-EF) President Willy Ostholt and KI President Noris A. Lusche.

A motion was duly made, supported, and carried as follows:

RESOLVED, That Donald R. Collins, Rene' Chapuis and a member of the KIEF Board, be appointed by KI-EF President Ostolt, visit Zug, Switzerland; Munich, Germany; Brussels, Belgium; and Luxembourg and any of their suburbs. The purpose of the site visits would be to obtain more detailed information for presentation to the KI Executive Committee. Once this information is presented, a final decision on the relocation of the Regional Office currently in Zurich, Switzerland could be made.

BE IT FURTHER RESOLVED, That the expenses of the KI-EF Board member be at the expense of the KI-EF.

A motion was duly made, supported, and carried as follows:

RESOLVED, That a special KI Executive Committee Meeting be held on August 30, 1990 by conference call at 7 a.m. EST and that Eyjolfur Sigurdsson, Willy Ostholt, and Egon Kuzmany be included on the conference call.

President-designate Blechman explained to the committee that the Young Children Advisory Council would be meeting in Washington, D.C., in early October and that Kiwanis International wished to gain as much publicity from the meeting as possible. One of the ways to accomplish this is to begin to prepare Young Children: Priority One billboards, which would have at least a three-year shelf life, rather than wait until the October Board of Trustees meeting. By doing this, they would be ready for clubs at the beginning of the administrative year, the Advisory Council meeting, and Council.

A motion was duly made, supported, and carried as follows:

RESOLVED, That an over-expenditure of line item 141-8041-041 in the 1989-90 budget be approved to purchase 500 Young Children: Priority One billboards for an amount not to exceed \$10,000. These billboards would then be available to be purchased by Kiwanis clubs.

Respectfully submitted,

Kevin W. Krepinevich  
International Secretary

WAIVER OF NOTICE OF

AUGUST 8, 1990

EXECUTIVE COMMITTEE OF KIWANIS INTERNATIONAL

We the undersigned, being all the members of the Executive Committee of the Board of Trustees of Kiwanis International, an Illinois not-for-profit corporation, hereby waive notice of the special meeting of the Committee held on August 8, 1990, and further, we consent to the action taken as reported in the minutes reported above.

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Noris A. Lusche, Chairman

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W. J. "Wil" Blechman, M.D.

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C. A. Dillon, Jr.

---

William L. Lieber

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John D. Morton, Sr.

---

Gene R. Overholt

---

Arthur D. Swanberg

MINUTES OF THE EXECUTIVE COMMITTEE SPECIAL MEETING

Indianapolis, Indiana

Thursday, August 30, 1990

Executive Committee Members Present:

Noris A. Lusche, Chairman  
W. J. "Wil" Blechman, M.D.  
C. A. Dillon, Jr.  
William L. Lieber  
John D. Morton, Sr.  
Gene R. Overholt  
Arthur D. Swanberg

Other Participants:

Eyjolfur Sigurdsson  
Egon Kuzmany  
Kevin W. Krepinevich  
Donald R. Collins

A meeting of the Executive Committee was held at 7:00 a.m. EST on August 30, 1990, in the office of the International Secretary by conference telephone call. President Noris A. Lusche presided.

The Executive Committee reviewed the additional information presented by Donald R. Collins obtained from the site visits to Zurich, Munich, Luxembourg, and Brussels conducted by Donald R. Collins, Rene' Chapuis, and Willy Ostolt, August 20-29, 1990.

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Regional Office in Europe be moved to a suburb of Zurich, Switzerland, to be completed by March 31, 1991.

BE IT FURTHER RESOLVED, That Kiwanis International over-expend the unrestricted 1990-91 budget account 190 - Regional Office by \$100,000 and to over-expend the capital improvements budget in the amount of \$40,000 to cover costs required to complete the move.

The Executive Committee reviewed a proposal to upgrade the current mainframe computer (Exhibit A).

Upon motion duly made, supported, and carried it was :

RESOLVED, That Kiwanis International purchase an upgraded Nixdorf 8890-72 computer, purchase a new Nixdorf Targon Model 35/50 computer, and purchase software, database management and operating system to support the new Targon computer before August 31, 1990.

BE IT FURTHER RESOLVED, That Kiwanis International over-expend the 1990-91 capital improvements budget by \$301,461 and over-expend the 1990-91 unrestricted fund budget account number 113-8900-001 by \$30,000.

The Executive Committee discussed a request by President-Designate Blechman to send a letter to U.S. President Bush to encourage President Bush's participation in the UNICEF WORLD SUMMIT FOR CHILDREN. The letter would be signed by President Lusche, President-designate Blechman, and President-elect-designate Morton.

Upon motion duly made, supported, and carried it was:

RESOLVED, That Kiwanis International send a letter to U.S. President Bush to encourage President Bush's participation in the UNICEF WORLD SUMMIT FOR CHILDREN, September 29-30, 1990, to be signed by President Lusche, President-designate Blechman and President-elect-designate Morton.

The Executive Committee discussed a request by President-designate Blechman that Kiwanis International participate in a Candlelight Vigil in support of the UNICEF WORLD SUMMIT FOR CHILDREN to take place on September 23, 1990, in over 100 communities nationally. President-designate Blechman will invite clubs to participate. The invitation will be included in the mailing of the September semi-annual billing.

Upon motion duly made, supported, and carried it was:

RESOLVED, That Kiwanis International encourage Kiwanis Clubs to participate in a Candlelight Vigil in support of the UNICEF WORLD SUMMIT FOR CHILDREN on September 23, 1990.

Respectfully submitted,

Kevin W. Krepinevich  
International Secretary

WAIVER OF NOTICE OF

AUGUST 30, 1990

EXECUTIVE COMMITTEE OF KIWANIS INTERNATIONAL

We the undersigned, being all the members of the Executive Committee of the Board of Trustees of Kiwanis International, an Illinois not-for-profit corporation, hereby waive notice of the special meeting of the Committee held on August 30, 1990, and further, we consent to the action taken as reported in the minutes reported above.

---

Noris A. Lusche, Chairman

---

W. J. "Wil" Blechman, M.D.

---

C. A. Dillon, Jr.

---

William L. Lieber

---

John D. Morton, Sr.

---

Gene R. Overholt

---

Arthur D. Swanberg



EXHIBIT A

**KIWANIS INTERNATIONAL**KIWANIS INTERNATIONAL HEADQUARTERS, 3636 WOODVIEW TRACE, INDIANAPOLIS, INDIANA 46268  
317-875-8755 FAX: 317/879-0204 CABLE ADDRESS: KIWANINTL IND TELE/TWX 810-341-3471**MEMORANDUM**

TO: Executive Committee

FROM: Kevin W. Krepinevich *Kevin*

SUBJECT: Proposal to Upgrade the Nixdorf 8890 and to Purchase a Nixdorf Targon Computer

August 21, 1990

The attached report is the result of considerable effort on the part of staff to find the best solution to the current and future data processing needs of Kiwanis International.

As you will see from the report, we obtained proposals from IBM, Hewlett-Packard (HP), Nixdorf and others. It was determined that only these three could meet the criteria established in our request for proposal.

IBM and HP could perform all the stated requirements but were not as competitive and did not offer as much computing capability as Nixdorf.

You will note that Nixdorf has offered a significant discount if a decision can be made by August 30, 1990. We were able to get them to extend the deadline from August 15, 1990.

The reason they have deadlines is because on October 1, 1990, they become SNI Corporation, a division of Siemens. Nixdorf will no longer exist and the pricing of computers after October 1, 1990 is uncertain.

You may recall that staff has been recommending that money (\$500,000) be set aside to replace our present computer. Due to the enormous conversion required to change computer mainframes, we are recommending this be accomplished over the next 3-5 years.

We are also recommending an upgrade of the present computer from a Model 50 to a Model 72. This will solve the current problems of slow processing and response time and give us the time and capacity needed until the conversion to a new computer can be completed.

The total amount requested is \$301,461, which is made up of the following:

Upgrade to 8890/72	\$ 62,500
New Targon Computer	193,691
Software, Data Base,	
Operating System	<u>45,270</u>
	<u>\$301,461</u>

The purchase of the new Targon computer will serve two purposes. First, it will operate as a "server" and permit connection of all PC's to each other and to the mainframe. The "linkage" will be far simpler,



easier, and more effective than previous solutions. Secondly, the Targon will be the computer to replace the present Nixdorf 8890 and the conversion will be done over the span of 3-5 years. Once the conversion is completed, the old Nixdorf computer will be removed. It should be noted that this proposal will result in a reduction of electrical and air conditioning requirements.

The new Targon computer operates with a UNIX operating system, an INFORMIX 4th generation language, a relational data base and a complete office automation (OA) package called Uniplex. As soon as it is convenient, we would like to arrange a demonstration for key staff members on the Targon computer and the UNIPLEX OA package. We believe they will be as impressed as the M.I.S. staff was when they saw it two weeks ago.

I have included in this report a depreciation schedule and history (page 9) to provide an indication of the effect on the unrestricted fund and capital fund.

Basically, if the purchase of this computer equipment is approved, it would have the following effect:

1. Reduce account number 500-1021-500 - Investments by \$301,461 from \$710,000 to \$408,539. (Interest income in this fund would reduce from an estimated \$44,000 to \$29,000.)
2. Increase account number 500-1250-001 - Computer Equipment by \$301,461 from \$562,069 to \$863,530.
3. Increase the total depreciation as follows:

<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>	<u>1993-94</u>	<u>1994-95</u>	<u>1996-97</u>
\$30,000	\$60,000	\$60,000	\$60,000	\$60,000	\$30,000

These changes are reflected in the projected depreciation schedule.

The increase in account number 500-1021-500 - Investments is determined by the net difference in total depreciation (which is funded from the unrestricted fund) minus the total capital expenditure expense.

The figures can be estimated on the following averages:

Total Depreciation	\$250,000
Total Capital Expenditure	<u>\$125,000</u>
Net increase in Investments	\$125,000

This would be an average year based upon the historical data shown. It is anticipated that the existing number of staff can perform the necessary programming on both the upgraded Nixdorf 8890/72 and the new Nixdorf Targon computer. No new staff are anticipated.

We can discuss this recommendation further during the Executive Committee Conference Call.

KWK/ews

cc: Assistant Secretaries  
Donald C. Pottenger

Attachment

# **Kiwanis International**

**August 21, 1990**

## **Proposal for Computer Systems**

*Prepared by Donald R. Collins*

# KIWANIS INTERNATIONAL



## Proposal for Computer Systems

### Table of Contents

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\* NOTE: It is recommended that Tab 6 - "Definitions", be read first.

(See Tab 6 for "Definitions")

## **Background**

### **Kiwanis International Computer System**

In October, 1983 Kiwanis International purchased the present Nixdorf mainframe computer system. Following a major conversion effort, installation was achieved in April, 1985. During the last seven years, Kiwanis has spent approximately \$278,000 for the purchase of mainframe computer systems.

In January, 1986 the CPT office automation computer system of personal computers (PC's) was purchased and installed. During the last five years, Kiwanis has spent approximately \$330,000 for the purchase of personal computer systems, software and related equipment.

### **Changes Necessitate Study**

Dramatic changes have taken place in computer hardware and software development in the last five years. Most offices, schools and many homes now have computer systems. Our lives are impacted and influenced by computers nearly every moment of every day.

How will the dramatic changes occurring in this rapidly developing technology effect Kiwanis? How should Kiwanis leaders be preparing for the opportunities that lie ahead? Where does Kiwanis stand in the revolution now in process?

One of the objectives of the M.I.S. Department's operating plan for this year was to study and report on the feasibility of recommending a new or enhanced computer system. The purpose of this report is to try and answer some of the above questions as well as the question of feasibility of purchasing a new or enhanced system.

### **Original Nixdorf Decision**

The decision facing Kiwanis leaders in 1983 regarding the need to change computers was clear. The IBM System 3 was at the maximum capacity of this machine. The main memory, number of terminals permitted and disc drive capacity could not be increased. In order to institute new applications it was necessary to have a new computer.

The decision to purchase the Nixdorf was based upon a combination of economic and technological reasons. The difficult part of the decision was not so much which computer to buy. It was how to convert to a new computer and to a new operating system in an acceptable period of time.

Representatives of Kiwanis and Nixdorf determined that converting the existing IBM System 3 programs, written in RPG, would be the easiest and fastest method of switching to a new computer. Ultimately, 18 months were required to complete this conversion. Over 600 programs required rewriting. During the time this conversion was taking place, new program development effort was not possible. In spite of the fact that the job took considerably longer than anticipated, it was a good decision.

Few people realized in 1983 that computer operating systems and software compilers would evolve as they did. The RPG language compiler has significantly declined in use. Today, most companies are using data base management and 4th generation languages to either write programs or purchase packages with the programs already written. These new methods are considered faster and easier to use.

The Nixdorf 8890/50 was first introduced in 1978, so it is now 12 year-old technology. If the operating methods used by Nixdorf computers were still being used by other competitive computer manufacturers in the mainframe field, Kiwanis would be well positioned for many years to come, but they are not.

### **Nixdorf Purchased By Siemens**

Nixdorf has recently been purchased by Siemens and, they have stated that the Nixdorf 8890 will probably not be manufactured in the future. In addition, the NIDOS operating system, which is unique to Nixdorf, will not be available on other computer systems. The RPG compiler is declining in use since the introduction of 4th generation languages and data base management systems. Finding RPG programmers is difficult and due to the limited number available, the salary costs tend to be higher.

The conclusion that Kiwanis is using an outdated computer system is inescapable. The most important question is, how long can we expect Nixdorf (Siemens as of October 1, 1990) to continue supporting our present computer. Once Nixdorf drops support of our computer, we would be required to make a conversion under emergency conditions, which are less than ideal. We should, therefore, plan ahead to avoid such a possibility.

We have discussed this matter with Nixdorf, and while they are not willing to give us a definitive answer, we feel that five years is about what we should plan for. That means that we should be prepared to purchase and install a new computer system and perform the required conversion in no more than five years.

## **Conversion To Another Computer**

The job of converting over one thousand programs to another computer system is a huge undertaking. Generally, all new program development must be halted in order to achieve the conversion successfully and in reasonable time as stated previously. The last conversion took 18 months and extra staff was hired to complete the job.

It may be hard to believe, but the 1984-85 conversion was an easy one compared to one that might be required today. If a future conversion also necessitated changing operating systems and compilers, the time required could easily be doubled.

There are better methods of changing computer systems. One alternative is to convert to a new computer over a period of time. This is a more reasonable and practical method to use than the one used to convert to the Nixdorf. This is discussed later in the report.

When converting to a new computer and using the UNIX operating system with a data base and 4th generation language, we would be able to use a variety of newer computers including the Nixdorf Targon, IBM, HP and others.

## **CPT Office Automation System**

Kiwanis International presently has 67 personal computers on the office automation computer system. Of these, 12 are CPT Phoenix units which are specifically designed for use by our editorial and translations staff. In late 1985 when the study was being performed, CPT enjoyed one of the highest ratings in the industry for word processing equipment. Regrettably, CPT has not kept pace with others in this market, especially the new entries.

In addition to the Phoenix units, Kiwanis International also has 51 standard IBM-XT compatible PC's and 4 newer and faster PC's. There are millions of these computers in use today, many more than any other type. They are generally very fine machines for word processing and other small business applications.

Because of the number of PC's in the market place, they can be expected to be around for several years, probably 8-10 years at least.

### **Five Year Plan**

Based upon the projected five year time anticipated for continued Nixdorf support and a similar time frame for IBM-XT PC's, it is reasonable to consider establishment of a plan which will permit the transition from the present computer systems to a new or enhanced system.

# Computer Evaluation

One of the operational objectives for the M.I.S. Department for 1989-90 was to study the effectiveness of the present computer operation and, if appropriate, recommend upgrading or replacing the present system.

Since March, 1990, staff has performed the following:

Contacted several computer firms to request that they submit proposals on meeting the needs of Kiwanis International. The following firms submitted proposals:

- IBM Corporation
- Hewlett-Packard (HP)
- Nixdorf Computer Corporation

The present Nixdorf computer system operates with a proprietary (and unique) operating system called NIDOS. For this reason the other computer firms were unable to offer a solution that would permit immediate conversion to their computer system in a reasonable period of time.

This is the same dilemma that Kiwanis faced in 1984-85. The conversion effort took over 18 months to complete. In the meantime all new program development was halted.

Staff believes that the best way to convert to another computer system is as follows:

- In order to meet continuing user requirements, upgrade the present computer and continue to develop new applications and revise existing ones.
- Purchase a new computer system which will serve the dual purpose of linking PC's with the mainframe and also permit future new program development in a state-of-the-art environment.
- As new applications are written (or purchased in packages) in the future and become operational, the size of new computer system will be increased to handle the demand. This process should take about five-six years to complete and, assuming a decision can be reached before August 31, 1990, will cost a total of \$300,000 now and approximately \$150,00-200,000 additional during the next five years. This compares favorably to the amount



originally estimated by staff over that period of time.

In addition to taking into account the required conversion to a new computer, a proposal for new or enhanced computer systems must also consider software, operating systems, data base management and a programming language.

As previously stated, users identified numerous problems and barriers to achieving full productivity. The proposed solution incorporates all the requests made by users as stated in the series of objectives lettered A thru F which follows.

# Computer Survey and Objectives

In July 1990, a questionnaire was sent to a variety of current users. Based upon comments made in the responses, a set of objectives and specific requests have been developed as follows:

Specific comments made by users:

1. New applications need to be developed on the mainframe.
2. Existing applications need enhancement.

**Objective A.** To continue revision to existing applications and new program development on the existing mainframe for a minimum of three years.

Specific comments made by users:

3. Terminal response time must be improved. It is too slow, sometimes 15-30 seconds or more.
4. I need to have my files available on disc in multiple sequences.

**Objective B.** To provide adequate hardware and software resources to ensure continuous user responsive computer operations.

Specific comments made by users:

5. Vendors must provide quality service and support at all times.

**Objective C.** Ensure that hardware and software vendors will provide adequate and effective service and support for at least five years.

Specific comments made by users:

6. It takes too long to respond to my requests for new or revised programs.
7. Kiwanis needs a data base program on the mainframe.
8. The mainframe program language is out-of-date.

9. The operating system used by our mainframe cannot be used on any other equipment.

**Objective D. In no more than three years, begin the process of converting existing programs to a more current and effective data base, programming language and hardware independent operating system.**

Specific comments made by users:

10. The present computer mainframe is outdated and should be replaced.

**Objective E. Secure for Kiwanis International the most cost effective computer hardware and software consistent with available resources.**

Specific comments made by users:

11. Information needed from the mainframe on my PC is still not available.
12. All users should have access to a state-of-the-art word processing package.
13. Kiwanis should be using electronic mail at all levels of the organization.
14. We need the ability to share files among users of PC's.
15. I need more software in order to be able to do my job.
16. We need to do more for district offices and clubs.
17. We need to transfer members and addresses from the Key Club International records as possible prospects for Circle K International.

**Objective F. Secure the hardware and software required to fully integrate the mainframe and personal computer systems at all levels of Kiwanis.**

# Proposal to Achieve the Objectives

## Summary

(Prior to August 31, 1990)

	<u>Nixdorf</u>	<u>IBM</u>	<u>HP</u>
Upgrade to Nixdorf 8890/72 * (after 8/31/90 = \$73,500)	\$ 62,500 *	same (a)	same (a)
New UNIX Based Computer ** (higher after 8/31/90 - see detail)	193,691 **	\$214,000	\$202,800
UNIX, Data Base, 4thGL Software	<u>45,270</u>	<u>64,000</u>	<u>64,000</u>
<b>TOTAL PURCHASE PRICE</b>	<b><u>\$301,461</u></b>	<b><u>\$340,500</u></b>	<b><u>\$329,300</u></b>
Software/Hardware Maintenance			
Nixdorf 8890/72 Maintenance	\$65,000	same (a)	same (a)
Reduction from change	(15,000)	same (a)	same (a)
New System Maintenance	11,800	13,680	9,000
New Software	<u>8,946</u>	<u>7,800</u>	<u>7,800</u>
<b>TOTAL ANNUAL HARDWARE/ SOFTWARE COST</b>	<b><u>\$70,746</u></b>	<b><u>\$71,480</u></b>	<b><u>\$66,800</u></b>
Projected Additional Hardware/ Software (next 5 years)	\$200,000 (b)	\$350,000 (b)	\$350,000 (b)

(a) Since it is necessary to keep the present Nixdorf 8890/72 computer for a period of 3-5 years, this option applies no matter which new computer is accepted.

(b) It is anticipated that additional upgrades will be required 3-5 years from now. Since the Nixdorf is already a larger computer, the expense for upgrades will not be as great for Nixdorf as it would be for IBM and HP.

**IMPORTANT:** On October 1, 1992, the cost of maintenance for Nixdorf software will reduce by \$13,000 annually since Kiwanis will own it at that time.

# Proposal to Achieve the Objectives

In order to achieve objectives A, B, and C staff recommends the following:

1. Upgrade the present Nixdorf 8890 - Model 50 to a Nixdorf 8890 - Model 72

Description	Order After Sept. 24	Order Before Sept. 24	Order Before August 30
8890/72 CPU	20,000.00	20,000.00	
2-8420 Tape Drives	13,000.00	13,000.00	
4-8370 Disk Drives 2.8GB	28,000.00	28,000.00	DISCOUNT OF
Install 8890/72	6,000.00	6,000.00	
8890/72 Delivery Estimate	2,000.00	2,000.00	15%
2 900LPM Printers	4,500.00	4,500.00	
	-----	-----	-----
	73,500.00	73,500.00	62,500.00

In order to achieve objectives D, E and F staff recommends the following:

2. Purchase a Nixdorf Targon - Model 35/50.

Description	- Current List Pricing -		ORDER BY SEPT. 24		ORDER BY AUGUST 30	
	Purchase	Maintenance	Purchase	Maintenance	Purchase	Maintenance
CPU, 16MB, 545MB Disk	154,050.00	832.00				
16 MB Add-on Memory	15,750.00	100.00				
2nd 545 MB Disk Drive	18,900.00	165.00				
Tape 800/1600/6250. BPI	16,800.00	90.00				
9 Term Servers	33,750.00	288.00				
9 Transceivers	2,665.00					
9 20M Cables	1,125.00					
RJE Controller	6,825.00	40.00				
3270 Controller	6,825.00	40.00				
ITP	6,300.00	25.00				
5 BA80 Workstations	7,875.00	40.00				
10 BA150 Workstations	7,080.00	60.00				
1000' Thicknet PVC	900.00					
	-----	-----	-----	-----	-----	-----
	278,845.00	1,680.00	234,745.00	1,439.60	188,345.00	1,315.00
Install Targon 35/50	4,395.00		4,395.00		2,346.00	
Targon Delivery Estimate	3,000.00		3,000.00		3,000.00	
	-----		-----		-----	
TOTAL TARGON HARDWARE	286,240.00		242,140.00		193,691.00	

3. Purchase the following software:

	One Time Charge	Monthly License Fee	Monthly Support	
Targon Software				
TOS (Unix)	3,000.00	187.00	100.00	
Ethernet 802.3	1,500.00	110.00	60.00	
Informix RDB				
4GL RDS w Debugger	15,840.00		264.00	\$5345 Paid
SQL Interface	6,210.00		103.50	Annually
Turbo Engine	4,680.00		78.00	
Uniplex II	3,880.00	95.00	105.00	
Uniplex Advanced Office	1,165.00	30.00	35.00	
Uniplex 7.0 Upgrade	1,495.00	0.00	0.00	
75 Procomm+ Emulation	7,500.00			
	-----	-----	-----	
TOTAL TARGON SOFTWARE	45,270.00	422.00	745.50	

## Depreciation Schedule

	<u>1984/85</u>	<u>1985/86</u>	<u>1986/87</u>	<u>1987/88</u>	<u>1988/89</u>	<u>1989/90</u>	<u>1990/91</u>	<u>1991/92</u>	<u>1992/93</u>	<u>1993/94</u>	<u>1994/95</u>	<u>1995/96</u>	<u>1996/97</u>	<u>1997/98</u>
Building	65,394	65,394	65,346	64,652	65,153	65,914	67,060	67,447	67,447	67,447	67,447	67,447	67,447	67,447
Furnishings	28,896	29,615	30,352	30,901	32,453	34,812	36,654	37,982	40,066	42,150	44,234	46,318	45,846	47,570
Equipment	107,160	135,051	156,629	134,758	39,591	45,954	46,925	46,743	50,095	48,469	48,770	57,187	66,090	75,465
Computers	-0-	-0-	-0-	-0-	89,686	71,037	93,242	111,811	110,760	108,215	107,217	77,789	50,000	54,000
TOTAL DEPR.	\$201,450	\$230,060	\$252,327	\$230,311	\$226,883	\$217,717	\$243,881	\$263,983	\$268,368	\$266,281	\$267,668	\$248,741	\$229,383	\$244,482
	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
BUDGETED DEPR.	NA	NA	NA	NA	NA	\$244,000	\$220,000	\$213,000						
						=====	=====	=====						
ADJUSTED DEPR.						\$244,000	\$264,000							
						=====	=====							
PROJECTED DEP.									\$268,000	\$266,000	\$268,000	\$249,000	\$229,000	\$244,000
									=====	=====	=====	=====	=====	=====
ASSUMED PURCHASES	ASSET													
	LIFE													
Bldg Impv	25					\$ 38,008	\$ 7,729	-	-	-	-	-	-	-
Furnishings	12					37,355	6,863	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Equipment	8					54,810	78,674	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Computers	5					60,291	353,990	40,000	40,000	40,000	60,000	60,000	60,000	60,000
						\$190,464	\$447,256	\$140,000	\$140,000	\$140,000	\$160,000	\$160,000	\$160,000	\$160,000

# Staff Recommendation

Staff Recommends the following:

1. Upgrade the present Nixdorf 8890 Model - 50 to a Nixdorf 8890 Model - 72.

This to be accomplished by purchasing used equipment as listed in the proposal from the Nixdorf Company for a price of:

.....\$62,500

(If purchased prior to August 31, 1990.)

As stated previously, objectives A, B, and C and all related user requests could be accomplished if this recommendation is approved.

To summarize prior comments, purchase of this used equipment would achieve significant expansion in present computing capability and improvement of performance. Staff does not foresee that this system would require any future enhancement. In fact, staff recommends against further improving this system in any way. This is a transitional system to be used during the conversion to the new Targon computer. This upgrade will give us the time needed to adequately perform the conversion.

It is anticipated that this computer system will be used for the next three-to-five years for some new and revised application development. During that time period, staff will design a detailed plan which will permit gradual transition to the new computer system.

2. Purchase a new Nixdorf Targon - Model 35/50 computer system.

This to be accomplished by purchasing the computer system from Nixdorf as specified in the proposal for the price of:

.....\$193,691

(If purchased prior to August 31, 1990)

As stated previously, objectives D, E, and F and all related user requests could be accomplished if this recommendation is approved.

### 3. Purchase Software, Data Base and Operating System

This is to be accomplished by purchasing the various software, data base and operating system as specified in the proposal for the price of:

.....\$45,270

Purchase of this new computer system would accomplish two major goals. First, this system would become the "server" unit required to link all PC's together and simultaneously to the mainframe. Users in regional or district offices would also have access into the data on the system. All known barriers to completing the micro-to-mainframe link would be removed. Secondly, this computer would be used to eventually replace the outdated Nixdorf. Staff would, during the next three or so years, develop the conversion plan as indicated above. (The 1,000 plus programs must be converted before the older Nixdorf 8890/72 computer can be removed.) As mentioned previously, the software proposed will work not only on the Nixdorf Targon, but a variety of other computers as well.

Such a plan will include the study of packaged software to replace some or all of the current programs presently in operation at Kiwanis International. Implementation of packaged programs at some organizations has resulted in improved computer performance and staff productivity.

It is not envisioned that an upgrade to this new computer system will be required for at least three years. When new packages are implemented or as staff completes the programming of new or existing applications, additional disc, tape and printer capabilities will be needed. Precise cost estimates are difficult to determine too far in advance, but staff would estimate that about \$150,000-200,000 will be required for hardware upgrades in the future.

By purchasing the Targon 35/50, Kiwanis will be entering today's computer environment. The Targon 35/50 is a new computer system and the related UNIX operating system, data base and 4th generation language are the best available.

The UNIPLEX software is rated as one of the finest in office automation technology. It has word processing, spread sheet, electronic mail, scheduling, spell checking and numerous other capabilities. Equally important, it is user friendly and will be easy for our staff to learn.



# **Definitions**

## **Mainframe Computer**

The Nixdorf 8890, Model 50 (Nixdorf 8890/50) computer system owned by Kiwanis International is a small mainframe. It is used for the major processing of Kiwanis business data. Membership files and records, the directory, budget and financial records, convention registration, supplies ordering and billing, and inventory are some of the applications processed on a daily basis. For purposes of this report, the mainframe computer will be referred to as the "Nixdorf".

## **Memory**

The memory of the computer is where data is stored temporarily during processing. The size of the computer memory is significant because as the size increases, the number of people able to use video terminals goes up in proportion. Also, the speed with which the computer responds to users is improved as well. Presently, we have 4 million bytes (a byte is one alpha character) of memory and 30 terminals. It is anticipated that this number will double in the next 3 years.

## **Disc Drive**

Most computers have two or more disc drives. Ours has nine. All of Kiwanis' records are stored on disc. This information is used to print reports or to display on a screen when a user needs to look at the information. As new data is added or changes occur, the speed with which this information is accessed is important. Of the nine disc drives, six were made by IBM and three were made by the Memorex Corporation. These discs were manufactured in the early 1970's and require significant amounts of electricity, air conditioning and floor space. They are also costly to maintain. In comparison, the discs manufactured today are smaller, more efficient, hold more data and cost less to maintain. It is anticipated that if the staff recommendations are approved, the new disc drives will require 40% or less of the space and air conditioning presently required.

## **Tape Drive**

It is relatively inexpensive to store information on magnetic tape, about \$20 for a 2,400 foot reel. For this reason, most computer installations have one or more tape drives to store information and to periodically copy information from discs to tape. This is called "backing up" files or information. The Kiwanis computer

has two Nixdorf tape drives. One drive is generally used to read and the other to write information. Since tape drives can perform both functions, in case of a breakdown one drive can serve both purposes. Due to their low capacity, forty-six tapes are required to back-up all nine discs. If the staff recommendation is approved, only 10-11 tapes will be required because they can store four times the amount of information.

## **Printer**

A high-speed printer is used to print reports for use by staff, district leaders, board members and clubs. Kiwanis has two printers. One is a Nixdorf 600 line-per-minute (LPM) printer and the other is a Data Products 1500 LPM printer. Because printers have numerous mechanical parts, they frequently breakdown and require considerable maintenance. In case one of the printers has a breakdown, computer operations can continue by using the other.

Kiwanis also has four low-speed dot matrix printers. These are used for printing information displayed on a terminal screen or other small jobs.

## **Terminal**

A terminal is a "video display screen" used to put information into and bring information out of a computer. Kiwanis has 30 of these devices located throughout the headquarters building.

## **Computer Maintenance**

Large computers require both regular and preventative maintenance. The cost of this maintenance is quite expensive. Kiwanis presently pays \$38,000 annually for all computer maintenance. If the staff recommendation is approved, the maintenance cost will increase to \$49,000 until October 1, 1992. At that time, the cost of maintenance will be reduced to \$36,000. When the Nixdorf 8890/72 is removed, maintenance expense will be \$15,000 annually.

## **Operating System**

Computer systems require software to control and monitor the flow of information within the system and also to control the use of peripheral devices such as disc and tape drives, printers and terminals. The operating system used by the Kiwanis computer is called NIDOS, which is an acronym for Nixdorf Disc Operating System. This operating system is unique and works only on Nixdorf com-

puters. The annual cost for NIDOS and related software is \$24,000. The cost of the new operating system, if approved, is \$9,000 annually.

## **Application Program**

Kiwanis has a full-time staff of four persons responsible for designing and writing programs. They are called programmers and systems analysts. The programs they write are in a language called Report Program Generator (RPG). This language was developed over thirty years ago and is not used as much today.

With the exception of some parts of the Kiwanis budget and financial programs, all other programs were designed and developed by the Kiwanis managers and staff.

## **Data Base Management**

In recent years information has been managed by many companies and organizations with the help of data base management software packages. Such packages are helpful in reducing data redundancy and thereby saving valuable time and space. Kiwanis is not able to use a data base management system at this time due to the type of compiler used.

## **4th Generation Language**

Until recently, the major business compilers were COBOL (common business oriented language), RPG (report program generator), and FORTRAN (formula translator). In the last three-four years, a series of newer, simpler compilers have been developed. These compilers are called "4th generation languages". It is not possible for Kiwanis to use such a compiler due to the type of operating system and compiler used on current programs.

## **UNIX Operating System**

The UNIX operating system is rapidly becoming the computer industry standard. Because of its ease of use, flexibility and speed of execution, it is superior to the Kiwanis NIDOS operating systems presently in use. Implementation of the UNIX operating system would ensure portability to other equipment vendors, provide better and less expensive software package options, and increase the availability of qualified personnel.

## **Ethernet**

Ethernet is a method of hard-wire linking of PC's, terminals, printers and other devices to a central processing unit (CPU). It works with a UNIX operating system, 4th generation programming language and a relational data base.

## **Programs**

A batch program is one that functions without using a terminal for input or output to a disc file. An on-line program is one that uses a terminal to input information and update a file immediately. Batch programs are generally easier to write and process because they do not involve terminals and on-line files. Kiwanis has over 880 batch programs and 210 on-line programs.

## **Program Maintenance**

With over 1,000 programs in the Kiwanis program library, considerable maintenance is required to keep these programs operating efficiently. The Management Information Services (M.I.S.) Department receives more requests for changes than can usually be accommodated. This results in waiting time for some user requests. All user requests are documented and an estimate is made of the programming time required to effect the change.

## **New Program Development**

Users of computer services frequently need new reports or files. As is the case with program maintenance, new program requests are documented and an estimate is made of the programming time required. All requests for major new services are prioritized by Kiwanis management.

## **Compiler**

The programs designed and written by the Kiwanis staff in RPG must be processed thru a compiler before they can become operational. The purpose of a compiler is to convert standard English language terms into language the machine understands. The compiler also detects errors in programs and advises the programmer so that corrections are made before the program becomes operational.

## **Personal Computer (PC)**

Kiwanis has 67 personal computers located throughout the headquarters building. These are the small desk-top units that have a small printer attached for preparing letters and reports. The major application being performed on these PC's is word processing. A few units are being used for accounting or spreadsheet work using Lotus 123 and the Ventura desktop publishing package has recently been introduced. A few of the units are also connected to the Nixdorf computer and can be used both as a PC and as a terminal. It is also possible to retrieve information from the Nixdorf and download it for use on these PC's.

## **Package**

Many standard commercial business applications are now available in packages. Word processing, accounting, and graphics are just a few examples of such packages. Buying these packages eliminates the need to have a programmer write the application, thereby saving time and money. The cost of packages for small PC's is very reasonable, usually between \$100 and \$1,000. The cost of packages for larger mainframe computers can be quite expensive, sometime several hundred thousand dollars.

## **Regional Office Connection**

The present regional office in Zurich is connected to the Nixdorf mainframe via a telephone line using a modem. A terminal, low-speed printer, and controller are installed to permit the input and output of information about European clubs and members. It is anticipated that future regional offices will have the same or similar equipment.

## **Training**

Installing and using computers can be complex. Training is required as inexperienced staff are introduced to the use of computers. Training is required when new packages are installed. Programmers and systems analysts also require training to remain current on the trends and developments in operating systems and compilers. Money must be budgeted every year to provide for this training.

## **Conversion**

Whenever a new computer, operating system or compiler is purchased by an organization, a conversion is required. This means that the existing programs must

be changed to conform to the requirements of the new environment. When Kiwanis changed from the IBM System 3 to the Nixdorf computer in 1984-85, a conversion effort of 18 months was required. The time and effort required to make a conversion depends on the complexity and magnitude of the changes involved. Since every program will require some modification, there is no simple, easy conversion.

## **Micro-Mainframe Link**

A PC is sometimes referred to as a micro computer. Often the information stored on the mainframe, such as member names and addresses, is required on a PC or vice versa. Being able to exchange information between different types and sizes of computers is referred to as a micro-mainframe link. In order to achieve this linkage, it requires special devices and programs. The degree to which computers are compatible significantly effects the ease or difficulty of accomplishing this linkage.

## **Electronic Mail**

Electronic mail is a software package that permits users to exchange messages such as memos and letters electronically. Such messages are entered and stored by the sender on their PC. The recipient is notified they have mail by an indicator flashed on their PC. These electronic messages are transmitted to another PC via a cable or wire. The use of electronic mail is believed to be faster and reduce paperwork.

## **Data Processing History**

In 1987, a comprehensive historical report on the development of Kiwanis International data processing was prepared for the Board of Trustees. This report is helpful in understanding the evolution of computers and systems development. A copy is available from staff on request.

## **Portability**

Because the UNIX operating system and the INFORMIX 4th generation language and data base conform to industry standards, they will work on a wide variety of computers. The ability to move systems and programs to many different computers is called portability.

MESSAGE OF THE PRESIDENTto theINTERNATIONAL BOARD OF TRUSTEESOctober 2, 1990

Welcome to the 76th year of Kiwanis and kudos to Noris Lusche for so ably representing our organization during its 75th Anniversary Celebration year. These 75 years have provided a base for our future, and each of us in this room has accepted a responsibility to plan that future to the best of our ability.

As President this year, I recognize that you expect me to provide leadership to the Board and the organization and to represent you in as competent a manner as previous Presidents have done. I promise to do my best.

I also have certain expectations of you, the members of a Board whose responsibility it is to keep this organization, which I consider to be one of the most important in the world, in the forefront of service clubs. Your role is to help create the vision of what this organization must be as we race towards and enter the 21st century. To accomplish this, you (and I) must look ahead, not behind. Of course, our thinking will be molded by the history of Kiwanis and by our own personal past experiences. Our view, however, while taking these into account, must be broad, with a limitless horizon. We must define the concepts by which Kiwanians will function. Future Boards will clarify and expand upon our actions and no doubt initiate further concepts based in part on what we do.

Many of you have had the opportunity to hear me complain that we don't seem to have time to be the visionary and policy-making body that I consider a Board of our type must be. One apparent reason for this is the amount of time we as a Board have spent on items that go beyond monitoring and instead extend within the province of staff responsibility.

I acknowledge there was a previous need for this activity. For a period of years we had a terribly unstable situation within our upper management levels. While Board members were not necessarily effective administrators, we were literally the only ones with experience in the organization itself. This is no longer so. Secretary Kevin has developed an effective team. We have just recently formalized in writing a contract with him. While it may not be necessary, let me remind you that Kevin is the Chief Operating Officer of Kiwanis International. By definition this means he has the responsibility to manage this organization within guidelines to be established by this Board, and, of course, he must be accountable to the Board for his actions. The broader the guidelines, the more initiative we allow our Secretary and his team to create the necessary operational plans (and also the more responsible they

must be). The more restrictive we become, the greater the chance that we may simply interfere with what could be a smooth running organization complementing our primary responsibility of setting direction.

In my opinion, we need to allow our staff more freedom. We can no longer afford the luxury (if that's what anyone really thinks it has been) of involving ourselves in the details of specific programs, projects, etc. at the expense of making policy. To pretend that we are involved in the specifics of making things happen at the staff level trivializes our true role. It also creates serious delays in performance by staff, which now waits for us, expecting us to modify in a few hours what they have often spent weeks in developing (and perhaps unconsciously leading them to downplay the importance of presenting their best effort from the very beginning).

At times, as we work at our responsibilities, I look for there to be some disagreement as to what is necessary for the Board to debate and/or vote upon. I am certain that if the Board feels I'm going too far it will let me know! This is the concept, however, that I urge you to fit into as best as you can this coming year.

With certain exceptions, I wish to see strong limits placed on requests for additional expenditures for the 1990-91 budget. If we are doing our job of developing a vision for the future, then that is where our thinking should primarily be. In this way we can more confidently help John Morton plan the 1991-92 budget, having greater assurance that monies will be available for identified needs.

The exceptions would include:

a. MEP Development This Year

As we get into our three-year program, we are likely to encounter unexpected expenses necessary to move the program properly.

b. Growth Initiatives

Because we as a Board have not given staff true policy guidelines, we have a situation that has "grown like topsy," leaving staff to paste and glue its resources, poorly able to respond to sudden changes or to develop long-term plans.

c. International Committee Requests

There has been a magnificent effort by our International Committees to date, and it is a necessity that we show them support where possible.

The 1990-91 year has, with the exceptions noted above, had its planning opportunities rather well nailed-down. Staff must now implement. The Board must support, communicate, motivate, and monitor results. I view the primary responsibility of this 1990-91 Board to lie beyond this administrative year.



Let me once again make the point that administrative years are an artificial, though obligatory, barrier built into the ongoing requirements of the organization. It is essential that we minimize the disruptions caused by this barrier and that we work to reduce it at all other levels as well.

It is my considered opinion that as this Board looks to the future it will find itself all but hamstrung without a significant increase in available funds. I know of no place to go for the amount of money I perceive being necessary other than to our membership. I felt we went for too little money in Seattle. I felt we had a more reasonable approach in Orlando, where we got only \$3 of the \$5 requested. I've been told over and over that the Board did a poor job of explaining why the money was needed. I accept that as a valid criticism.

I believe we have now identified and can sell the rationale for a dues increase, and I am willing to shoulder the "blame" for bringing it to the delegate body.

Any dues increase will, of course, have no impact on the 1990-91 administrative year. There will be a limited impact during 1991-92. Such funds would primarily kick in during 1992-93, and I believe they will be absolutely necessary for the future success of Kiwanis International beyond that time. Unless this Board is willing to sanction a dues increase amendment by a great majority at this October Board Meeting, then we should spend this year preparing for the amendment in Indianapolis. There simply is not time to lay the groundwork, if a decision is not made by the end of the October Board Meeting.

Following my review of Board minutes from the years 1977-1983, I came away with the very strong feeling that we have been seriously held back over the years by being underfunded as an organization. We must stop looking at our finances in light of what is happening in the near future or how we have done things before. Our thrust must be a definition of where we want Kiwanis to be five or ten years from now--what is necessary for Kiwanis International to do the job it must to get us there. Then we must ask how much it is going to cost us, and where is the money to come from. Certainly we must set priorities, but we should never hold back on what we consider to be essential items because of a lack of desire to fight for a dues increase in front of our delegates.

There are certain facts that I simply cannot see how we can continue to ignore:

- We are now entering our 27th year as an organization with non-English-speaking membership, and we still are not providing enough appropriate materials or communicating with them in a proper manner. I find this inexcusable.
- We do not come close to providing the same type of program or communication support to our non-North American Kiwanians.

We do not intend it, but they are being given second-class treatment. How can we possibly justify this?

- We simply don't have the numbers of staff necessary to handle the necessary work in some of our departments, even though some new additions have been hired. If we are going to help our clubs truly be service-oriented to the greatest possible degree, there must be a permanent qualified staff presence to provide oversight.
- The potential for growth in Eastern Europe and Northern Africa is excellent. However, we will not grow without a plan and the staff to implement that plan; and we will not maintain our new growth, if we do not treat them correctly (see above).

I asked that each of you receive my September 30 letter (see attachment) before beginning your committee meetings. If you agree that Kiwanis International should be providing equivalent support to each of its member clubs, then I feel that we as a Board must take the actions necessary to make that happen as expeditiously as possible.

During this Board Meeting and Council, I hope that each of you will enjoy and benefit from some of the programs that are planned. As with all beginnings, this is an exciting time. It is also the time to consolidate what we have already accomplished in training and communication. There is no question in my mind that Kiwanis is ready to build upon the successes of Noris Lusche's administration and provide an even higher plateau for next year's Board under John Morton.

John Morton, George Scheer, and I had the privilege of meeting with Warren E. Burger, Retired Chief Justice of the United States and now Chairman of the Bicentennial Commission for the Constitution of the United States. Justice Burger, now 83 years old, was most gracious. He signed the proclamations that will go to the U.S. Governors and to this Board. I have to give a great deal of credit to International Chairman George Scheer who has worked tirelessly to make the Bill of Rights celebration a major aspect of U.S. Kiwanis efforts throughout 1991.

I have reserved one subject for last. What I mention to you now may or may not come to pass, but you should be aware of the possibility. Rachel and I have now visited two Foundations to determine if Kiwanis might be eligible for some funding of special MEP programs that utilize networking with other organizations. Our Priority One Advisory Council will be meeting soon in an attempt to recommend some specific programs. Following that, if it appears we may meet the criteria for these Foundations, proposals will be sent. This could ultimately improve the ability of our clubs to provide more meaningful service. It will also show that we are

considered a credible organization by those who manage such monies,  
and they see large numbers of requests yearly.

Respectfully submitted,

W. J. Blechman, M.D.  
President

TO BE READ BEFORE COMMITTEE MEETINGS

TO: International Board of Trustees  
FROM: Wil Blechman *Wil*  
DATE: September 30, 1990

As you begin Committee deliberations, I wish you to examine the following statement and see if you agree with it:

**Kiwanis International should provide  
equivalent support for each of its member  
clubs throughout the world.**

Think about this during your committee meetings and be prepared to discuss it during the Board Meeting as well.

WJB/pn

cc: Past International Presidents

MESSAGE OF THE PRESIDENT-ELECTto theINTERNATIONAL BOARD OF TRUSTEESOctober 2, 1990

Since my election as President-elect at the St. Louis Convention, Jackie and I have had a busy but most enjoyable three months. Plans are well underway for our opportunity to lead Kiwanis in the future.

In July we attended the on-site meeting in Anaheim with the Board Committee on Communications and Conventions. The host committee appears to be well organized and working toward a record attendance.

During August we attended the California-Nevada-Hawaii District Convention in Sacramento. This convention was well attended with many excellent educational programs. We also attended the New England District Convention. Early September saw us attending the district convention in Japan. This convention had over 400 in attendance, which was most favorable with about 1,200 Kiwanians in the district.

Mid-September was our four-day photo session and meeting with staff in Berlin, New Hampshire. This session proved to be most beneficial for all concerned.

Last week President Wil Blechman, Rachel, George Scheer (International Committee Chairman for the Bicentennial of the Bill of Rights), and I were in Washington, D.C., for a meeting on the Bill of Rights. Kiwanis has a wonderful opportunity to be a front runner in the United States during the next fifteen months. This was also expressed by staff at our meeting with Past Chief Justice Warren Burger.

Travel has not been the only activity on our agenda during this three-month period.

Individual letters have been sent to persons who will serve as governors for 1991-92 advising them of dates to keep open in the future. I thank you, the members of this Board, for your fine reports to date and also the photos and literature on the various elected governors-elect.

Many of you have replied with names of potential members for international committee assignments in 1991-92. These lists are currently being developed for a meeting with staff when we are in Indianapolis in mid-November in conjunction with the Service Club Leaders Conference. I would also ask that you advise me of any persons who might not be good on certain committees.

President Wil has been most cooperative with his correspondence and consultations. We talk on almost a weekly basis. To you, President Wil, I pledge my full support and look forward with great enthusiasm to our new three-year Major Emphasis Program, **Young Children: Priority One.**

Respectfully submitted,

John D. Morton, Sr.  
President-elect

## MESSAGE OF THE INTERNATIONAL SECRETARY

to the

## INTERNATIONAL BOARD OF TRUSTEES

OCTOBER 2, 1990

I would like to start by saying that this last administrative year has been one of the most memorable in the history of Kiwanis International. Under Immediate Past President Noris' leadership, Kiwanis has increased service, increased membership and increased member pride in an organization that has improved upon a rich and proud heritage over these last 75 years. Noris and the 1989-90 Board should be complimented on their efforts.

Accomplishments of the International Office for the last administrative year were distributed in advance in the status report.

At this time, I would like to highlight some items of special interest.

Plans are now being finalized for the thirty-first annual Service Club Leaders Conference. Kiwanis International will be hosting this event November 15-17, 1990. Almost 25 service organizations from Rotary to Apex are planning to attend. The last time Kiwanis International hosted this event was in 1980. We have placed a priority on providing the most professionally prepared materials and content possible at no cost to Kiwanis International. We have already received many positive comments from other service organizations on our organization and materials.

The first steps in installing the new computer equipment have been taken. The Nixdorf upgrade and the Targon system have been delivered. Over the next several weeks this equipment will be installed. Once installed and the "bugs" are worked out of the system, training will begin. In addition to the programmers, eight staff members have been identified to receive the initial training. Once that is complete, each staff member with access to a computer will participate in eight one-half day training sessions to use the equipment and software. We are very excited about the capabilities of this system. We hope to have the system fully functional by the end of April. We will then begin working on the conversion of programs from the Nixdorf to the Targon system which will take three to five years. By operating in this manner, we will not have to shut down computer processing operations to handle the conversion.

President Wil has asked that I prepare a summary of each Board meeting and provide that summary to each District Bulletin Editor with a copy to the Board, District Governors, and District Secretaries after each Board meeting. By providing this

information, the action of the Board can be included in each District Bulletin. We will attempt to have this distributed no later than two weeks after the conclusion of the Board meeting.

Arrangements are being finalized for the Board Retreat in January. The location will be the Columbia Club in downtown Indianapolis. This facility should provide a proper atmosphere for the Board's deliberations. More information on the retreat will be provided before the conclusion of the Board meeting.

I believe that the importance of the 1990-93 Kiwanis International Major Emphasis Program was brought into focus for each of us this morning with the childwatch tours of the area hospitals. It is startling for us to consider, as an example, the United States, one of the countries listed as having the highest standard of living in the world, ranks number twenty-one below Hong Kong and Singapore when discussing infant mortality. I think you can begin to see, even with the sampling of information you have received today, the magnitude of the task we are about to undertake. How will this world take care of its children?

Through the years, the clubs which comprise Kiwanis International have addressed needs. A need has never been considered to be too large or too small to tackle. I hope we can impress upon our member clubs that the need is there, that there are a great number of children at risk, and that Kiwanis clubs can help.

The enthusiasm with which President Wil has begun to attack this problem, and I do mean attack, is contagious. The involvement he is receiving from the membership is encouraging. There seems to be a sense of excitement about what is about to happen.

This is an exciting time for Kiwanis International. I know that the International Office staff as well as the Kiwanians around the world are looking forward to the new directions we are about to take. We at the International Office have done our best to prepare assistance for you in your deliberations this week.

And it is encouraging to hope that through an increase in membership and service we can get our priorities straight and make Young Children Priority One.

Respectfully submitted,

Kevin W. Krepinevich  
International Secretary

**NOTE:** The Status Report for October 1, 1989, to September 30, 1989, is included with the Message of the Secretary in the permanent minutes. It is also included in the minutes for those who did not receive it prior to the September 30-October 4 and 7, 1990, Meeting.



REPORT OF TREASURER

to the

INTERNATIONAL BOARD OF TRUSTEES

October 2, 1990

On August 31, 1990, Kiwanis International had cash and investments totalling \$9,315,653. The average current interest rate on investments at August 31 was 8.1%.

Net Account Receivables from clubs and districts for dues, magazine subscriptions and liability insurance premiums totalled \$99,140 at August 31, 1990.

The total net surplus (all funds combined) has increased by \$1,722,349 from the beginning of the fiscal year from \$10,346,770 to \$12,069,119 as of August 31. The adjusted budgeted surplus of \$901,476 is expected to be \$1,098,000 at September 30, 1990.

Respectfully submitted,

William L. Lieber  
Treasurer

THE INTERNATIONAL OFFICE ADMINISTRATIVE ACTION REPORT

## MEETING OF THE BOARD OF TRUSTEES

September 30 - October 7, 1990

The following actions have occurred since the last meeting of the Board of Trustees through June 22nd, 1990. Formal Board approval is required on these actions.

- A. NEW KIWANIS CLUBS PROCESSED. (These clubs have been assigned a key number and have been processed and routed.

<u>CLUB NAME</u>	<u>ORGANIZATION DATE</u>	<u>MEMBERSHIP</u>
Raisio, Finland	11-24-89	24
Riom, France	01-26-90	20
Floridia, Italy	02-12-90	29
Langesund, Norway	02-20-90	20
Camp Evangelista, Cagayan de Oro City, Philippines	03-06-90	40
Horten-Ladies, Norway	03-20-90	22
Venray, "Schieepersland", NL	04-10-90	20
Heilbronn, Germany	04-21-90	20
Tunis Elyssa, Tunisia	04-21-90	21
Ta Ya, Taichung Hsien, Taiwan	04-27-90	37
Lih Der, Tainan, Taiwan	04-27-90	35
Tsai-Shen, Taichung, Taiwan	04-27-90	28
Victoria, San Fernando, Argentina	04-27-90	20
Steenbergen, Netherlands	05-01-90	24
North Platte, Saratoga, Wyoming	05-18-90	25
Jalund, Moss, Norway	05-21-90	20
Durant Diamond K, Oklahoma	05-22-90	25
Good Morning Warren, Pennsylvania	05-22-90	25
Pamlico County, North Carolina	05-24-90	30
Port Antonio, Jamaica, W.I.	05-29-90	29
Mokena, Illinois	05-30-90	25
Belle Fourche, South Dakota	05-31-90	27
Mohave Mesa Area, Arizona	05-31-90	30
Puerto Lopez, Colombia	06-01-90	22
Yopal, Colombia	06-02-90	23
Granite City, Illinois	06-04-90	29
Rohnert Park-Cotati, California	06-06-90	25
Austin Spicewood Springs, Texas	06-08-90	25
Providence-Montego Bay, Jamaica, W.I.	06-08-90	29
Zwolle, Netherlands	06-12-90	21
Lake Wylie, South Carolina	06-14-90	29
Franklin, Louisiana	06-14-90	30

<u>CLUB NAME</u>	<u>ORGANIZATION DATE</u>	<u>MEMBERSHIP</u>
Pont A Mousson, France	06-17-90	21
Capitol-Gateway, Phoenix, Arizona	06-20-90	26
Scott City, Kansas	06-20-90	28
Alger County, Michigan	06-20-90	25
Concordia, Colombia	06-21-90	34
The Summit-Dillon, Silverthorne, Colorado	06-21-90	26
Sky Valley, Monroe, Washington	06-21-90	25
St. Georges-Buff Bay, Jamaica, W.I.	06-23-90	32
Attnang Puchheim-Phonix, Austria	06-23-90	20
West - Friesland, Netherlands	06-25-90	21
The Adelaide Hills, S.A., Australia	06-27-90	31
Wolfsberg, Austria	06-29-90	20
Greenhills, Mandaluyong, Metro Manila, Philippines	06-28-90	21
St. Joseph, Mayantoc, Tarlac, Philippines	06-28-90	33
Bilthoven, Netherlands	07-04-90	22
Manolo Fortich, Philippines	07-05-90	21
Santa Rosa, Philippines	07-06-90	36
Golden City, Canlalay, Binan, Philippines	07-08-90	20
Leeds-Moody, Alabama	07-11-90	31
Louisa, Kentucky	07-13-90	31
San Bartolome, Novaliches, Quezon City, Philippines	07-14-90	30
Del Tirreno-Messina, Italy	07-14-90	25
Peloro-Messina, Italy	07-14-90	24
Patagonia-Red Mountain, Arizona	07-17-90	25
Owatonna, Minnesota	07-18-90	27
Litchfield, Illinois	07-18-90	26
Hugo, Oklahoma	07-19-90	40
Riverside Village, Rosario, Pasig, Metro Manila, Philippines	07-21-90	24
Porta Vaga, Cavite City, Philippines	07-21-90	20
Wacoka of Cashmere, Washington	07-23-90	28
Key Biscayne, Florida	07-24-90	27
The Garden Parish, Ocho Rios, Jamaica, W.I.	07-24-90	28
Marshall County, Diamond K, Indiana	07-26-90	29
Blue Diamond, Nabua, Philippines	07-31-90	30
Fort McMurray 1990, AB, Canada	08-01-90	28
Richmond Hill, Georgia	08-01-90	26
Maxwell AFB, Montgomery, Alabama	08-01-90	31
Lacey Township, New Jersey	08-01-90	27
Gold Country, Grass Valley, California	08-02-90	25
Farmersville, California	08-03-90	30
Innsbrook, Glen Allen, Virginia	08-07-90	31
Ranger, Texas	08-08-90	30
Middletown, Kentucky	08-09-90	28
Steel Country, Suarez, Iligan City, Philippines	08-12-90	32
Balagtas, Bulacan, Philippines	08-12-90	29
Chautauqua Area, Mayville, New York	08-13-90	26
TIEL, e.o., Netherlands	08-13-90	20
North Eugene, Oregon	08-14-90	26
Des Moines, WA	08-15-90	25

<u>CLUB NAME</u>	<u>ORGANIZATION DATE</u>	<u>MEMBERSHIP</u>
Randallstown, Maryland	08-15-90	25
Dahlonaga, Georgia	08-16-90	26
West Chicago, Illinois	08-18-90	25
Hiyas Ng Kalookan-I, Novaliches, Metro Manila, Philippines	08-18-90	30
Orgullo de Mindanao, Zamboanga City, Philippines	08-19-90	28
Canlubang, Philippines	08-20-90	24
Hueytown, Alabama	08-21-90	30
Villazon, Bolivia	08-21-90	23
Oak Forest, Illinois	08-21-90	25
Henderson, Kentucky	08-22-90	27
North Macon, Georgia	08-22-90	26
Greater Greenwood-Sunrisers, Indiana	08-22-90	26
Budapest, Hungary	08-23-90	24
Eger, Hungary	08-23-90	24
CGEAHS-Batch 65, Quezon City, Philippines	08-27-90	21
Cabuyao, Philippines	08-28-90	22
Quezon Circle, Quezon City, Philippines	08-28-90	20
Chinatown of Vancouver, BC, Canada	08-29-90	25
Austin-Shady Hollow, Texas	08-29-90	25
Ahoy, Mendez, Cavite, Philippines	08-31-90	20
Jacarei, Brazil, S.A.	09-03-90	20
the Town of Montgomery, New York	09-11-90	25
Big Rapids, MI	09-12-90	25
Shawnee Diamond K, OK	09-13-90	33

**TOTAL: 105**

**B. KIWANIS CLUBS REINSTATED FROM REVOKED STATUS**

(The following club(s) were previously revoked by Kiwanis International for non-payment of financial obligations.)

<u>CLUB NAME</u>	<u>KEY #</u>	<u>NOT-MEETING DATE</u>	<u>REVOCATION DATE</u>	<u>REINSTATED DATE</u>
Carolina, PR	07682	01-01-88	10-89	03-25-90
Owerri, Nigeria	11260	12-01-88	10-89	05-31-90
General Santos City, PH	06445	03-31-89	05-90	06-08-90
Samboangan City, PH	10597	03-31-89	05-90	05-04-90
Buk Inchon, Korea	10237	03-31-89	05-90	07-05-90
Stallions, Nairobi, Kenya	11126	12-01-88	10-89	09-07-90

**TOTAL: 6**

**KIWANIS CLUBS REACTIVATED FROM NOT-MEETING STATUS**

(The following club(s) were previously placed on Not-Meeting status by district recommendation and have now been reactivated.)

<u>CLUB NAME</u>	<u>KEY #</u>	<u>ORGANIZATION DATE</u>	<u>NOT-MEETING DATE</u>	<u>REACTIVATED DATE</u>
Elaine, AR	03501	05-24-50	09-30-89	08-22-90
Raton, NM	00509	06-02-21	09-30-89	09-07-90
Woodside, Golden K, NY	10972	08-09-83	04-01-90	09-05-90
Lac Ste. Claire, MI	08510	09-28-76	09-30-89	09-11-90

**TOTAL: 4**

**D. CLUBS MERGED**

(The following clubs have officially merged.)

<u>CLUB NAME</u>	<u>NAME OF CHARTER RETIRED</u>	<u>EFFECTIVE DATE OF MERGER</u>	<u>MEMBERS</u>
Worcester, MA	North Worcester, MA	04-01-90	62
The Trails, Ormond Beach, FL	Tomoka, Ormond Beach, FL	05-15-90	32
Okolona, Louisville, KY	Iroquois, Louisville, KY	07-23-90	32
Torrance, CA	Redondo Beach, CA	09-01-90	38
Springfield South, IL	Springfield-North, FL	09-20-90	24

**TOTAL: 5**

**E. CLUB NAME CHANGES**

(The following clubs have changed their official names.)

From: Metropolitan Cedar Rapids, Iowa  
To: Metro-East, Cedar Rapids, Iowa

From: Greater Progress, Oregon  
To: Greater Beaverton, Oregon

From: Ries Nordlingen, Germany  
To: Nordlingen-Ries, Germany

From: Sao Paulo East, Brazil  
To: Sao Paulo-Leste, Brazil

From: Burton South-Grand Blanc, Michigan  
To: Grand Blanc, Michigan

**TOTAL: 5**

**F. CLUB INCORPORATIONS**

(As required by the Kiwanis International Constitution, the following clubs have submitted Articles of Incorporation for approval by the Board of Trustees.)

Potsdam, New York  
Cannon Beach, Oregon

**F. CLUB INCORPORATIONS, Continued....**

Jacksonville-Breakfast Club, Illinois  
Crater Golden K, Medford, Oregon  
Fanshawe, London, Ontario  
Cochise Douglas, Arizona  
White Oak Golden K, Newnan, Georgia  
Orange Golden K, Texas  
Blue Ridge, Winchester, Virginia  
South Aurora, Colorado  
Lawrence-Sunrise, Indiana  
Middleburg Area, Pennsylvania  
Midlothian Breakfast, Virginia  
Junction City United, Kansas

**TOTAL: 14**

**G. CLUB FOUNDATIONS**

(The following clubs have established non-profit foundations.)

Lake Granbury Kiwanis Foundation, Inc.  
(Kiwanis Club of Lake Granbury, TX)

Chelsea Kiwanis Club Foundation  
(Kiwanis Club of Chelsea, MI)

**TOTAL: 2**

**H. DISTRICT FOUNDATION AMENDMENTS**

None

**I. DISTRICT BYLAWS AMENDMENTS**

(The following districts have amended their Bylaws.)

- |                            |   |
|----------------------------|---|
| Eastern Canada & Caribbean | - <u>Article X, Sections 6</u> , amended by deleting the words "President and President-elect" wherever they occur and substituting therefor the words "President-designate" and "Secretary-designate." |
|                            | <u>Article XII, Section 2(a), (b), (c), (d), and (e)</u> , clarification of personnel of a Division Council for the purpose of electing the Lt. Governor and Lt. Governor-elect.                        |
| Georgia                    | - <u>Article XVII, Section 2</u> , changed time from four (4) months to three (3) months in preparing the proposed budget for the next fiscal year.   |
| Indiana                    | - <u>Article V, Section 2(f)</u> , to remove the additional qualifications for the office of District Secretary-Treasurer.  |

**I. DISTRICT BYLAWS AMENDMENTS, Continued...**

- Indiana
  - Article XII, Section 3(a), to avoid the possibility of a non delegate demanding access to the floor during the Ho of Delegates at a District Convention.
  - Article XII, Section 8, to change the manner of appointing the District Secretary-Treasurer.
- Minnesota-Dakotas
  - Article X, Section 6, clarification of alternates.
  - Article X, Section 8, to allow a Past Lt. Governor to be a delegate for a club in the division.
  - Article XV, Section 1, increased district dues from \$11.00 to \$12.00.
- Pacific Northwest
  - Article IV, Section 4(a), clarified District Life Member Status dues to be in sync with the Bylaws of Kiwanis International.
  - Article XII, Section 1, 2(c), and 2(d), to eliminate confusion in indentifying the spring conferences as separate from the District Convention, and to bring bylaws into conformity with Robert's Rules of Order.
  - Article XV, Section 1, increased district dues from \$12.00 to \$15.00 and increased subscription of district bulletin from \$1.00 to \$1.50.
- Pennsylvania
  - Article XV, Section 5 (new), established a new Section 5, re: District Life Membership.
- Rocky Mountain
  - Article XV, Secion 1(a), increased district dues from \$15.00 to \$18.00.
- Western Canada
  - Article X, Section 1, increased district dues from \$18.00 to \$19.00.
- Wisconsin-Upper Michigan
  - Article X, Section 8, provides for a Past Lt. Governor to represent a chartered club in his/her division at a Kiwanis International Convention.

**J. CLUB CHARTER RESIGNATIONS**

(The following clubs have resigned from Kiwanis International since the last Administrative Action Report; they have complied with the requirements of Article Iv, Section 7 of the International Bylaws.)

<u>DISTRICT/CLUBS</u>	<u>KEY #</u>	<u>ORGANIZATION DATE</u>	<u># OF MEMBERS</u>	<u>RESIGNATION DATE</u>
<u>CALIFORNIA-NEVADA-HAWAII</u>				
North Oakland, CA	01807	11-26-29	15	09-30-90
Saratoga, CA	12491	09-20-88	15	01-31-90
Westwood Village, Los Angeles, CA	01998	04-13-34	16	06-30-90

**J. CLUB CHARTER RESIGNATIONS, Continued...**

<u>DISTRICT/CLUBS</u>	<u>KEY #</u>	<u>ORGANIZATION DATE</u>	<u># OF MEMBERS</u>	<u>RESIGNATION DATE</u>
<b><u>FLORIDA</u></b>				
Gulf Breeze-Tiger Point	12100	09-10-87	11	03-30-90
<b><u>LOUISIANA-MISS.-W. TENN.</u></b>				
Pacemaker City, Monroe, LA	04616	05-07-56	6	03-31-90
<b><u>NEW JERSEY</u></b>				
Hillsborough/Montgomery Area, NJ	10327	05-12-81	8	06-29-90
<b><u>NEW YORK</u></b>				
Cornwall, NY	06753	04-06-71	11	06-01-90
<b><u>PENNSYLVANIA</u></b>				
Bethel Park, PA	03015	08-11-47	12	07-12-90
<b><u>ROCKY MOUNTAIN</u></b>				
Lakewood, CO	02378	05-22-40	8	05-31-90
Oil Capital, Casper, WY	04810	06-11-57	9	04-01-90
<b><u>TEXAS-OKLAHOMA</u></b>				
Oklahoma City, Air And Industrial, OK	06444	11-05-68	3	08-15-90
<b><u>WISCONSIN-UPPER MICHIGAN</u></b>				
Fitchburg, WI	12474	09-14-88	15	08-08-90
<b>TOTAL: 12</b>				

**J. CANCELLED MEETINGS**

None

**K. CIRCLE K CLUBS**

(These clubs have been completed since the last Administrative Action Report.)

<u>CLUBS &amp; SPONSOR</u>	<u>DATE</u>
Wilkes Community College North Wilkesboro, NC	06-19-90
Okaloosa-Walton Community College Niceville-Valparaiso, FL	07-02-90

**TOTAL: 2**



**M. KEY CLUBS**

(These clubs have been completed since the last Administrative Action Report.)

**NEW KEY CLUBS**

Houghton High School  
Washington Senior High School  
San Pablo City High School  
  
Glen Burnie High School  
Waubonsie Valley High School  
Edison High School  
William Horlick High School  
Muschett Secondary School  
Antioch High School  
Costa Mesa High School  
Sweetwater High School  
Pioneer High School  
Taunton High School  
El Paso High School  
Orland High School  
Central Catholic High School  
Grand River Collegiate  
Institute  
Catholic Central High School  
Glenunga High School  
Elk Grove High school  
Hamilton Southeastern High School  
Port Maria Secondary High School  
Tacky Secondary High School  
Notre Dame de la Baie Academy  
Santa Fe Indian School  
Valley Lutheran High School

**TOTAL: 26**

**SPONSOR**

Copper Country - Houghton, MI  
Washington, MO  
San Pablo City, Philippines  
Luzon District  
Glen Burnie, MD  
Naperville Noon, IL  
Berlin Heights, OH  
Racine, WI  
Falmouth, Jamaica  
Antioch & Delta, CA  
Costa Mesa, CA  
Sweetwater, CA  
Santa Fe Springs, CA  
Taunton, MA  
El Paso, IL  
Orland, CA  
Downtown Toledo, OH  
  
Twin Cities, Ontario  
Burlington, WI  
Burnside, AUstralia  
Elk Grove, IL  
Fishers Station, IN  
St. Mary, Jamaica  
St. Mary, Jamaica  
Southwest Green Bay-Ashwaubenon, WI  
Coronado-Santa Fe, NM  
Saint Charles, IL

**N. BUILDERS CLUBS**

(The following are clubs built since the last Administrative action Report.)

**BUILDERS CLUB**

Midlothian Middle School  
Combermere School  
Orchard Middle School  
Mt. View Intermediate School  
Columbia School  
La Presa Middle School  
Will Rogers Intermediate School  
Olive Vista Junior High School  
Pottstown Middle School  
El Dorado Junior Secondary School  
Monticello Middle School  
Granville All Age School  
Kealakehe Intermediate School  
Hatfield All Age School

**SPONSOR**

Midlothian, VA  
Bridgetown, Barbados  
Riverview, Wenatchee, WA  
Guilds Lake-Portland, OR  
El Monte, CA  
Spring Valley, CA  
Sacramento Suburban, CA  
Sylmar, CA  
Pottstown, PA  
Tunapuna, Trinidad  
Monticello, NY  
Falmouth, Jamaica  
Kailua-Kona, HI  
Mandeville, Jamaica

**BUILDERS CLUBS, Continued...**

**N. BUILDERS CLUB**

**SPONSOR**

C.L. Phelps Middle School  
Steertown All-Age School  
St. Ann's Bay Primary School  
Starbuck School

Ishpeming, MI  
Seville, St. Ann, Jamaica  
Seville, St. Ann, Jamaica  
West Racine, WI

**TOTAL: 18**

**O. KIWANIANNE CLUBS**

(These clubs have been completed since the last Administrative Action Report in June of 1990.)

**KIWANIANNE CLUBS**

**SPONSOR**

Zion-Benton  
Phoceia

Zion-Benton, IL  
Aix-Doyen, France

**TOTAL: 2**

**P. CLUBS RETURNED TO GOOD STANDING FROM SUSPENDED SERVICE**

(Refer to EXHIBIT A for clubs which have been returned to good Standing from the Suspended list, since the last Administrative Action Report.)

**Q. CLUBS RETURNED TO GOOD STANDING FROM NOT-MEETING**

(Refer to EXHIBIT B for clubs which have been returned to Good Standing from the Not-Meeting list, since the last Administrative Action Report.)

**R. ADDITIONAL SUSPENDED CLUBS**

(Refer to EXHIBIT C for additional clubs which have been suspended since the last Administrative Action Report.)

**S. ADDITIONAL CLUBS NOT-MEETING**

(Refer to EXHIBIT D for clubs which have been added to the Not-Meeting list since the last Administrative Action Report. The membership in these clubs have been eliminated from an active status.)

**T. TOTAL CLUBS NOT IN GOOD STANDING**

(Refer to EXHIBIT E for the total number of clubs in this status, including the related total accounts receivable, within each district, as of 9/90/.)

**U. TOTAL SUSPENDED CLUBS**

(Refer to EXHIBIT F for the entire list in this status; as of 7/90.)

**V. TOTAL CLUBS NOT-MEETING**

(Refer to EXHIBIT G for the entire list of clubs in this status, as of 7/90. The membership in these clubs have been eliminated from an active status.)

## AR0353      EXHIBIT A      KIWANIS CLUBS RETURNED TO GOOD STANDING FROM SJSPENDED STATUS

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	STATUS CHG DATE	NO. OF MBRS.	
ALABAMA	BOAZ	K12721	6/08/89	9/24/90	21	
					21	1
ANDEAN	EL RUIZ-MANIZALES	K11822	9/10/86	9/17/90	8	
ANDEAN	IPIALES	K10928	5/14/83	9/17/90	23	
					31	2
BELGM-LUXMBG-FRANC-MONACO	DINARD COTE D'EMERAUDE	K09312	9/14/78	6/15/90	20	
					20	1
CALIF-NEVADA-HAWAII	NEWARK	K12533	9/29/88	7/03/90	9	
CALIF-NEVADA-HAWAII	BEVERLY HILLS	K01345	2/24/25	8/13/90	18	
					27	2
E CANADA AND CARIBBEAN	INAGUA	K09697	9/21/79	7/09/90	21	
E CANADA AND CARIPBEAN	ST. THOMAS	K07039	8/30/72	7/10/90	7	
					28	2
INT'L EXTENSION	SAO PAULO CENTRO	K12692	1/30/89	8/07/90	25	
INT'L EXTENSION	HONG KONG	K06599	1/06/70	9/01/90	25	
					50	2
ITALY-MALTA	CATANZARO	K10420	7/31/81	9/17/90	48	
					48	1
NEW ENGLAND	AMHERST	K06221	3/15/67	9/12/90	11	
					11	1
NEW ZEALAND-SOUTH PACIFIC	TAKAPUNA	K06653	7/23/70	6/26/90	28	
					28	1
NORDEN	TAMPERE	K11015	9/29/83	9/17/90	27	
					27	1

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	STATUS CHG DATE	NO. OF MBS.	
PHILIPPINE LUZON	STO. TOMAS, PAMPANGA	K09822	10/31/79	6/28/90	26	
PHILIPPINE LUZON	DAET	K07612	9/30/74	7/24/90	18	
					44	2
PHILIPPINE SOUTH	POWER CITY, ILIGAN CITY	K10306	4/13/81	6/23/90	16	
PHILIPPINE SOUTH	RAJAH BUAYAN	K08775	6/01/77	9/18/90	24	
					40	2
REPUBLIC OF CHINA	PATRIOT, KADHSIUNG	K11059	11/29/83	6/14/90	21	
REPUBLIC OF CHINA	PHOENIX, TAINAN HSIEN	K12168	10/01/87	6/14/90	36	
REPUBLIC OF CHINA	CHIA YI HSIEN	K12823	4/12/89	6/15/90	31	
REPUBLIC OF CHINA	TA LI, TAICHUNG	K09701	8/08/79	7/20/90	67	
REPUBLIC OF CHINA	TAICHUNG CHUNG CHENG	K08674	3/08/77	8/30/90	51	
					206	5
SOUTHWEST	VISTA HILLS, EL PASO	K10267	3/19/81	6/21/90	21	
SOUTHWEST	EL PASO-CORONADO	K05720	3/19/63	8/24/90	22	
					43	2
TEXAS-OKLAHOMA	KAUFMAN	K10546	11/05/81	7/12/90	25	
					25	1
UTAH-IDAHO	SANTA CLARA	K09027	1/06/78	8/13/90	13	
					13	1
REPORT TOTALS					662	27

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	STATUS CHG DATE	NO. OF MBRS.	
ANDEAN	MARACAIBO	K11414	3/13/85	9/17/90	18	
					18	1
E CANADA AND CARIBBEAN	TUNAPUNA	K12119	9/27/87	6/23/90	34	
					34	1
INT'L EXTENSION	CAROLINA	K07682	1/28/75	5/25/90	22	
					22	1
MICHIGAN	LAC STE. CLAIRE	K08510	9/28/76	9/18/90	15	
					15	1
MISSOURI-ARKANSAS	ELAINE	K03501	5/24/50	8/22/90	11	
					11	1
PHILIPPINE SOUTH	ROXAS CITY	K12161	10/24/87	6/26/90	36	
					36	1
REPUBLIC OF CHINA	PENG HU	K09594	4/25/79	7/20/90	26	
REPUBLIC OF CHINA	HSIN CHUANG	K10641	2/27/82	8/30/90	26	
					52	2
REPORT TOTALS					188	8

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.	A/R BALANCE	
ANDEAN	ANTIOQUIA, MEDELLIN	K09639	7/14/79	9/01/90	22	198.00	
ANDEAN	ARMENIA-CENTENARIO	K12906	9/23/89	9/01/90	24	180.00	
ANDEAN	CIMITARRA	K12799	8/12/89	9/01/90	25	240.75	
ANDEAN	GUAYAQUIL	K07658	12/09/74	9/01/90	14	207.00	
ANDEAN	GUAYAQUIL NORTE	K09154	5/02/78	9/01/90	22	216.00	
ANDEAN	IBARRA	K12123	5/16/87	9/01/90	22	195.00	
ANDEAN	JIPIJAPA	K12782	6/12/89	9/01/90	26	249.00	
ANDEAN	MAND AMIGA, GUAYAQUIL	K12911	9/15/89	9/01/90	13	117.00	
ANDEAN	MANTA	K09940	5/01/80	9/01/90	22	126.00	
ANDEAN	OTAVALO	K12304	3/10/88	9/01/90	2	18.00	
ANDEAN	PALMIRA	K07254	6/28/73	9/01/90	21	136.35	
ANDEAN	PASTO	K09866	2/25/80	9/01/90	18	179.26	
ANDEAN	PORTOVIEJO, MANABI	K09526	3/18/79	9/01/90	27	234.00	
ANDEAN	SAN JOSE	K06519	5/24/69	9/01/90	22	249.00	
ANDEAN	TAMESIS	K11918	1/05/87	9/01/90	15	135.00	
ANDEAN	TEQUENDAMA, BOGOTA	K12627	2/23/89	9/01/90	9	90.00	
					304	16	2,770.36
AUSTRALIA	GOLDEN GROVE-ADELAIDE	K12477	9/12/88	9/01/90	13	132.00	
					13	1	132.00
CALIF-NEVADA-HAWAII	COMPTON	K01336	2/05/25	8/01/90	23	327.75	
CALIF-NEVADA-HAWAII	HAWTHORNE	K06785	5/13/71	8/01/90	11	156.75	
CALIF-NEVADA-HAWAII	HILLO	K02968	6/08/47	8/01/90	15	228.00	
CALIF-NEVADA-HAWAII	SALINAS-STEINBECK	K06329	12/01/67	8/01/90	17	228.00	
CALIF-NEVADA-HAWAII	YORBA LINDA REGIONAL	K11535	9/10/85	8/01/90	13	242.25	
					79	5	1,182.75
E CANADA AND CARIBBEAN	BELL ISLAND	K03569	11/30/50	8/01/90	16	220.50	
E CANADA AND CARIBBEAN	ORANGEVILLE	K08402	6/16/76	8/01/90	12	171.00	
E CANADA AND CARIBBEAN	WESTERN KINGS, GRAND BAY	K10766	8/31/82	8/01/90	20	299.25	
E CANADA AND CARIBBEAN	BALACLAVA	K09098	3/02/78	9/01/90	14	99.00	
E CANADA AND CARIBBEAN	CHAGJANAS	K09260	8/10/78	9/01/90	19	195.00	
E CANADA AND CARIBBEAN	GASPARILLO	K12143	9/29/87	9/01/90	28	243.00	
E CANADA AND CARIBBEAN	HANOVER, LUCEA	K07406	3/04/74	9/01/90	15	90.00	
E CANADA AND CARIBBEAN	NORANDA	K01786	8/27/28	9/01/90	38	570.75	
E CANADA AND CARIBBEAN	SAN FERNANDO	K07786	4/17/75	9/01/90	15	135.00	
E CANADA AND CARIBBEAN	SAVANNA-LA-MAR	K11500	7/10/85	9/01/90	16	220.00	
E CANADA AND CARIBBEAN	ST. GEORGES	K12914	9/02/89	9/01/90	25	225.00	
E CANADA AND CARIBBEAN	STONY HILL	K12326	5/02/88	9/01/90	25	241.25	
E CANADA AND CARIBBEAN	TACARIGUA-FIVE RIVERS	K12503	9/23/88	9/01/90	10	78.00	
E CANADA AND CARIBBEAN	UPPER TRELAUNY, ALBERT TO	K07267	7/25/73	9/01/90	14	135.00	
					267	14	2,922.75

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.	A/R BALANCE
FLORIDA	SPRING LAKE	K12804	8/30/89	8/01/89	25	213.75
					25 1	213.75
ILLINOIS-EASTERN IOWA	PULLMAN-RJSELAND, CHICAGO	K12731	6/14/89	8/01/90	20	242.25
					20 1	242.25
INT'L EXTENSION	AMPANG	K12897	9/11/89	9/01/90	21	189.00
INT'L EXTENSION	BJINFE, SEOUL	K12172	10/11/87	9/01/90	25	180.00
INT'L EXTENSION	CHINJU CITY	K06430	9/10/88	9/01/90	37	294.00
INT'L EXTENSION	DJONG (EAST) SEOUL	K12254	2/05/89	9/01/90	23	303.00
INT'L EXTENSION	ICHON	K12108	10/20/87	9/01/90	24	222.00
INT'L EXTENSION	JINSUNMEE, SEOUL	K12174	11/14/87	9/01/90	25	187.50
INT'L EXTENSION	LIBERTADOR GENERAL SAN MA	K12987	12/26/89	9/01/90	24	216.00
INT'L EXTENSION	MA-CHANG	K12835	4/23/89	9/01/90	25	75.00
INT'L EXTENSION	NAMBOO, KJRO-KU, SEOUL	K12292	3/24/88	9/01/90	25	225.00
INT'L EXTENSION	PETALING JAYA	K11547	8/22/85	9/01/90	28	258.00
INT'L EXTENSION	SAHEL, SOJSSE-MONASTIR	K12751	4/20/89	9/01/90	27	228.00
INT'L EXTENSION	SAN PEDRO DE JUJUY	K12750	4/18/89	9/01/90	19	171.00
INT'L EXTENSION	SANTO AMARO, SAO PAULO	K12915	6/13/89	9/01/90	34	306.00
INT'L EXTENSION	SAO PAULO EAST	K12909	12/21/88	9/01/90	25	225.00
INT'L EXTENSION	SEOUL	K06323	11/15/87	9/01/90	31	279.00
INT'L EXTENSION	SEOUL OLYMPIC	K12662	10/24/88	9/01/90	22	198.00
INT'L EXTENSION	SFAX	K10951	5/10/83	9/01/90	29	108.50
INT'L EXTENSION	SIDI BOUSAID	K10676	3/30/82	9/01/90	28	102.00
INT'L EXTENSION	SO MYUNG, SEOUL	K10710	6/09/82	9/01/90	29	261.00
INT'L EXTENSION	TUNIS	K09974	6/03/80	9/01/90	38	253.00
INT'L EXTENSION	YOUNG DONG, KANGNAM, SEOU	K12690	3/28/89	9/01/90	24	106.00
					563 21	4,387.00
KENTUCKY-TENNESSEE	LESLIE COUNTY	K12828	8/31/89	8/01/90	22	242.25
KENTUCKY-TENNESSEE	SEVIERVILLE	K09114	4/06/78	8/01/90	15	128.25
					37 2	370.50
MONTANA	TOBACCO VALLEY, EUREKA	K09716	9/27/79	8/01/90	9	128.25
					9 1	128.25
NEW ENGLAND	BROOKLINE	K01245	6/04/24	8/01/90	19	195.00
					70	965.70
NEW ENGLAND	CLAREMONT	K03463	3/16/50	8/01/90	89 2	1,160.70

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## EXHIBIT C

## ADDITIONAL CLUBS SUSPENDED

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.	A/R BALANCE
NEW JERSEY	NORTH BERGEN-GUTTENBERG	K01381	5/05/25	7/02/90	18	378.75
					18	378.75
NEW YORK	BAY SHORE-BRIGHTWATERS	K11879	10/22/85	8/01/90	13	185.25
NEW YORK	CENTRAL ADIRONDACKS, OLD	K12135	9/30/87	8/01/90	11	370.50
NEW YORK	HARLEM GATEWAY	K12112	9/23/87	8/01/90	6	85.50
NEW YORK	MORRISANIA	K11433	4/09/85	8/01/90	9	117.55
NEW YORK	NEW YORK CITY	K00083	7/15/18	8/01/90	31	390.00
NEW YORK	NORTH VALLEY STREAM	K11648	2/03/85	8/01/90	23	342.00
NEW YORK	ONEIDA SHORES	K12872	9/27/89	8/01/90	26	213.75
					119	1,704.55
NEW ZEALAND-SOUTH PACIFIC	AUPOURI	K11371	12/13/84	9/01/90	10	123.00
NEW ZEALAND-SOUTH PACIFIC	DUNEDIN	K06729	2/11/71	9/01/90	15	132.00
NEW ZEALAND-SOUTH PACIFIC	HORNBY	K12406	7/12/88	9/01/90	11	105.00
NEW ZEALAND-SOUTH PACIFIC	OHOPPE BEACH	K10722	6/16/62	9/01/90	27	216.00
					63	576.00
OHIO	AUGLAIZE VALLEY-OAKWOOD	K10929	5/16/83	8/01/90	5	114.00
OHIO	HOLMES COUNTY-MILLERSBURG	K12494	9/21/88	8/01/90	38	384.75
OHIO	SHEFFIELD LAKE, LORAIN	K03872	8/11/52	8/01/90	17	210.00
					60	708.75
PACIFIC NORTHWEST	COEUR D'ALENE	K00801	6/16/22	8/01/90	44	582.00
PACIFIC NORTHWEST	SEDR0-WOODLLEY, GATEWAY	K11626	12/12/85	8/01/90	12	123.75
					56	705.75
PHILIPPINE LUZON	ANTIP0LD-VALLEY	K12157	10/11/87	7/02/90	24	318.00
PHILIPPINE LUZON	CAINTA GREENPARK,CAINTA,R	K11474	6/15/85	7/02/90	21	189.00
PHILIPPINE LUZON	ALA EH, BATANGA CITY	K12438	8/21/88	9/01/90	25	225.00
PHILIPPINE LUZON	AMPUTI LAYAG, SAN CARLOS	K12156	10/04/87	9/01/90	12	108.00
PHILIPPINE LUZON	ANGELES SJUTH, TRINIDAD V	K12659	3/19/89	9/01/90	15	135.00
PHILIPPINE LUZON	ANTIP0LD	K08895	9/05/77	9/01/90	27	210.00
PHILIPPINE LUZON	ANTIP0LD EAST	K12195	12/15/87	9/01/90	16	120.20
PHILIPPINE LUZON	ANTIP0LD-SOUTH	K10944	5/16/83	9/01/90	33	297.00
PHILIPPINE LUZON	BAAO	K09682	8/26/79	9/01/90	18	168.00
PHILIPPINE LUZON	BEPZ (MARIVELES)	K09683	8/28/79	9/01/90	28	252.00
PHILIPPINE LUZON	CABCABEN, MARIVELES	K12580	10/22/88	9/01/90	15	135.00
PHILIPPINE LUZON	CAINTA	K08502	9/14/75	9/01/90	18	121.50



DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.	A/R BALANCE
PHILIPPINE LUZON	CALOOCAN-I, NOVALICHES	K12961	11/25/89	9/01/90	47	423.00
PHILIPPINE LUZON	CAMPSITE, PANTAPANGAN, NUEV	K11614	11/14/85	9/01/90	26	234.00
PHILIPPINE LUZON	CARRANGLAN	K12687	5/04/89	9/01/90	20	180.00
PHILIPPINE LUZON	CUBAO, QUEZON CITY	K09042	12/20/77	9/01/90	16	135.00
PHILIPPINE LUZON	DASMARINAS, CAVITE	K11898	11/21/85	9/01/90	34	276.00
PHILIPPINE LUZON	EAST SUCAT, PARANAQUE, ME	K12634	2/28/89	9/01/90	21	189.00
PHILIPPINE LUZON	GERONA, TARLAC	K10810	10/01/82	9/01/90	19	87.00
PHILIPPINE LUZON	GJA	K09537	2/24/79	9/01/90	23	486.00
PHILIPPINE LUZON	GREATER LAS PINAS	K10570	12/05/81	9/01/90	16	81.00
PHILIPPINE LUZON	GREATER SUCAT	K11410	3/13/85	9/01/90	14	152.00
PHILIPPINE LUZON	GREATER URDANETA	K12446	8/24/88	9/01/90	14	43.50
PHILIPPINE LUZON	GUMACA, QUEZON	K10609	2/02/82	9/01/90	7	63.00
PHILIPPINE LUZON	IRIGA CITY	K07425	2/25/74	9/01/90	27	261.00
PHILIPPINE LUZON	LEGAZPI CITY	K06664	8/26/70	9/01/90	20	180.00
PHILIPPINE LUZON	LOPEZ	K09685	4/24/79	9/01/90	24	222.00
PHILIPPINE LUZON	MANILA NORTH	K11575	10/01/85	9/01/90	8	72.00
PHILIPPINE LUZON	MANILA SOUTH, PORT AREA	K12609	1/19/89	9/01/90	30	285.00
PHILIPPINE LUZON	MEGA STARS, IRIGA CITY	K12672	3/04/89	9/01/90	17	180.00
PHILIPPINE LUZON	MEGA STARS, URDANETA	K12633	2/25/89	9/01/90	9	108.00
PHILIPPINE LUZON	METRO ANGELES	K12716	5/18/89	9/01/90	21	201.10
PHILIPPINE LUZON	MONCADA, TARLAC	K11243	7/14/84	9/01/90	21	195.00
PHILIPPINE LUZON	MUNTINLUPA, RIZAL	K08265	2/14/76	9/01/90	21	177.85
PHILIPPINE LUZON	NAVOTAS, METRO MANILA	K10751	7/26/82	9/01/90	18	283.10
PHILIPPINE LUZON	PASAY SOUTH, PASAY CITY	K11814	9/05/85	9/01/90	17	228.00
PHILIPPINE LUZON	PRINCESS UROUJA, DAGUPAN	K12426	8/09/88	9/01/90	11	144.00
PHILIPPINE LUZON	PROGRESSIVE PANIQUE	K12448	8/27/89	9/01/90	17	171.00
PHILIPPINE LUZON	ROSARIO COMPLEX	K12938	10/22/89	9/01/90	20	180.00
PHILIPPINE LUZON	SAN JOSE CITY	K09742	10/01/79	9/01/90	16	144.00
PHILIPPINE LUZON	SILANG, CAVITE	K08554	10/03/76	9/01/90	29	267.00
PHILIPPINE LUZON	SOMBRERO CALASIAO, PANGAS	K11258	8/04/84	9/01/90	19	144.00
PHILIPPINE LUZON	ST. JOHN, SAN JUAN, METRO	K12395	7/09/89	9/01/90	10	90.00
PHILIPPINE LUZON	TALA NG BATAAN	K12873	9/25/89	9/01/90	32	288.00
PHILIPPINE LUZON	TARLAC MOVERS	K11219	6/13/84	9/01/90	23	147.00
PHILIPPINE LUZON	URDANETA	K08490	8/14/75	9/01/90	12	108.00
PHILIPPINE LUZON	VICTORIA HOMES, MUNTINLUP	K11815	9/07/85	9/01/90	16	144.00
					947	8,848.25
PHILIPPINE SOUTH	KADAYAWAN, DAVAO CITY	K12864	7/27/89	7/02/90	16	195.00
PHILIPPINE SOUTH	MALITA, DAVAO DEL SUR	K12904	5/06/89	7/02/90	30	540.00
PHILIPPINE SOUTH	CENTRAL DIGOS, DAVAO DEL	K10869	11/27/82	9/01/90	27	243.00
PHILIPPINE SOUTH	CIUDAD HERMOSA, ZAMBANGA	K12995	1/21/90	9/01/90	26	234.00
PHILIPPINE SOUTH	DUMAGUETE CITY, NEGROS OR	K08578	10/17/76	9/01/90	16	150.00
PHILIPPINE SOUTH	ESCALANTE	K10598	12/13/81	9/01/90	21	189.00
PHILIPPINE SOUTH	GOLDEN TAGUM	K12913	9/15/89	9/01/90	20	180.00
PHILIPPINE SOUTH	ILIGAN CITY	K06818	5/20/71	9/01/90	26	321.00
PHILIPPINE SOUTH	KAPALONG	K12341	5/17/88	9/01/90	22	198.00
PHILIPPINE SOUTH	KAPIS, ROKAS CITY	K09137	4/06/78	9/01/90	31	270.00

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBR.	A/R BALANCE
PHILIPPINE SOUTH	MARBEL	K08243	2/07/76	9/01/90	33	297.00
PHILIPPINE SOUTH	MATINA, DAVAO CITY	K12240	2/22/88	9/01/90	31	285.00
PHILIPPINE SOUTH	METRO BACLOD	K11907	12/02/86	9/01/90	25	225.00
PHILIPPINE SOUTH	METRO DUMAGUETE	K10819	9/26/82	9/01/90	16	135.00
PHILIPPINE SOUTH	METRO ORMOG, ORMOG CITY	K10623	1/23/82	9/01/90	10	108.00
PHILIPPINE SOUTH	METRO TACLOBAN	K10054	8/10/80	9/01/90	16	144.00
PHILIPPINE SOUTH	METRO ZAMBOANGA CITY	K12962	11/25/89	9/01/90	27	243.00
PHILIPPINE SOUTH	PALO	K11399	2/09/85	9/01/90	15	135.00
PHILIPPINE SOUTH	SUNTAN, CAGAYAN DE ORG CI	K12840	7/17/89	9/01/90	23	180.00
					431	19
						4,272.00
SOUTHWEST	ST. JOHNS	K03209	9/01/48	8/01/90	26	370.50
SOUTHWEST	WHITE MOUNTAINS, SHOW LOW	K10428	8/21/81	8/01/90	13	243.00
					39	2
						613.50
TEXAS-OKLAHOMA	CANYON-SUNSET	K10223	2/02/81	8/01/90	1	114.00
TEXAS-OKLAHOMA	CHEROKEE, LONGVIEW	K04824	7/12/57	8/01/90	7	99.75
TEXAS-OKLAHOMA	FORT STOCKTON	K12936	10/24/89	8/01/90	32	404.75
TEXAS-OKLAHOMA	HAMILTON	K04363	1/01/55	8/01/90	21	285.00
TEXAS-OKLAHOMA	KINGSVILLE	K03150	4/29/48	8/01/90	32	444.75
TEXAS-OKLAHOMA	QUINLAN	K11889	1/08/86	8/01/90	8	129.00
TEXAS-OKLAHOMA	SOUTH DALLAS	K09591	5/29/79	8/01/90	12	185.25
					113	7
						1,662.50
WESTERN CANADA	LLOYDMINSTER	K11090	2/08/84	8/01/90	29	400.75
					29	1
						400.75
REPORT TOTALS					3,281	157
						33,381.11

\* = DISTRICT ACTION

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.	FED. AMT. SFR.	INTL. A/R SFR.
AUSTRIA-GERMANY	AACHEN URBS AQUENSIS	K10069	8/27/80	9/01/90	26	195.00	302.50
AUSTRIA-GERMANY	ACHERN-ORTENAU	K10545	11/05/81	9/01/90	24	187.50	324.00
AUSTRIA-GERMANY	FREIBURG, BREISGAU	K08127	9/29/75	9/01/90	40	292.50	548.50
AUSTRIA-GERMANY	HEIDELBERG	K09577	5/07/79	9/01/90	24	187.50	324.00
AUSTRIA-GERMANY	KUFSTEIN	K09550	4/20/79	9/01/90	35	405.00	1,186.00
AUSTRIA-GERMANY	WEINVIERTEL	K12778	8/03/89	9/01/90	16	150.00	179.00
					6	165	1,417.50
							2,864.00
BELGM-LUXMBG-FRANC-MONACO	ANDENNE	K10611	2/02/82	9/01/90	17	187.50	229.50
BELGM-LUXMBG-FRANC-MONACO	ANTWERP-METROPOLIS	K07861	2/19/74	9/01/90	20	187.50	270.00
BELGM-LUXMBG-FRANC-MONACO	ANTWERPEN 1221	K12640	3/10/89	9/01/90	16	187.50	283.50
BELGM-LUXMBG-FRANC-MONACO	BEAUMONT-SALAMANDRE	K10969	6/23/83	9/01/90	12	187.50	154.00
BELGM-LUXMBG-FRANC-MONACO	BORDEAUX MEDOC	K08104	9/11/75	9/01/90	21	187.50	283.50
BELGM-LUXMBG-FRANC-MONACO	BRUSSELS NO. 1	K07867	4/09/63	9/01/90	24	187.50	313.00
BELGM-LUXMBG-FRANC-MONACO	DIJON	K07911	6/19/71	9/01/90	30	202.50	452.50
BELGM-LUXMBG-FRANC-MONACO	ELBEUF	K11920	1/07/87	9/01/90	29	217.50	413.50
BELGM-LUXMBG-FRANC-MONACO	EVREUX	K12289	3/23/88	9/01/90	21	187.50	283.50
BELGM-LUXMBG-FRANC-MONACO	FLORENVILLE-LORRAINE-SEMO	K10680	5/01/82	9/01/90	26	195.00	461.00
BELGM-LUXMBG-FRANC-MONACO	FONTENAY-LE-COMTE	K11192	5/10/84	9/01/90	26	187.50	370.50
BELGM-LUXMBG-FRANC-MONACO	GERARDMER	K09884	3/24/80	9/01/90	16	187.50	238.00
BELGM-LUXMBG-FRANC-MONACO	LA LOUVIERE LA LOUVE	K08331	4/27/76	9/01/90	27	217.50	391.50
BELGM-LUXMBG-FRANC-MONACO	LA ROCHELLE	K09549	4/20/79	9/01/90	27	195.00	373.00
BELGM-LUXMBG-FRANC-MONACO	LAVAL	K09999	5/31/80	9/01/90	23	187.50	62.00
BELGM-LUXMBG-FRANC-MONACO	LEOPOLDSBURG	K10635	3/01/82	9/01/90	27	187.50	511.50
BELGM-LUXMBG-FRANC-MONACO	MARMANDE	K08777	6/16/77	9/01/90	31	232.50	418.50
BELGM-LUXMBG-FRANC-MONACO	MARSEILLE-PORTE D'ORIENT	K08707	4/18/77	9/01/90	22	187.50	297.00
BELGM-LUXMBG-FRANC-MONACO	MONTBELIARD-SOCHAUX	K10121	9/25/80	9/01/90	26	195.00	428.50
BELGM-LUXMBG-FRANC-MONACO	MONTLIMAR	K10388	6/16/81	9/01/90	32	240.00	432.00
BELGM-LUXMBG-FRANC-MONACO	NANCY	K07928	6/10/65	9/01/90	27	195.00	373.00
BELGM-LUXMBG-FRANC-MONACO	NICE	K07930	2/03/70	9/01/90	24	187.50	322.50
BELGM-LUXMBG-FRANC-MONACO	NIMES MAISON CARREE	K07931	6/17/70	9/01/90	34	247.50	504.50
BELGM-LUXMBG-FRANC-MONACO	PARIS-CONCORDE	K08160	11/06/75	9/01/90	20	187.50	283.50
BELGM-LUXMBG-FRANC-MONACO	PIERRELATTE-TRICASTIN	K12676	4/27/89	9/01/90	23	172.50	310.50
BELGM-LUXMBG-FRANC-MONACO	REIMS COLBERT	K12402	6/30/88	9/01/90	21	187.50	326.00
BELGM-LUXMBG-FRANC-MONACO	RJANNE	K09106	3/10/78	9/01/90	30	225.00	396.00
BELGM-LUXMBG-FRANC-MONACO	ROMANS	K09949	5/20/80	9/01/90	30	240.00	432.00
BELGM-LUXMBG-FRANC-MONACO	SAINT-GERMAIN-EN-LAYE	K10821	9/28/82	9/01/90	22	187.50	340.00
BELGM-LUXMBG-FRANC-MONACO	SENLIS VALOIS	K12637	3/06/89	9/01/90	25	187.50	456.00
BELGM-LUXMBG-FRANC-MONACO	SOISSONS	K10234	1/31/81	9/01/90	24	187.50	332.50
BELGM-LUXMBG-FRANC-MONACO	TARBES	K09174	5/20/78	9/01/90	27	187.50	397.50
BELGM-LUXMBG-FRANC-MONACO	TOULON-DOYEN	K07940	4/20/68	9/01/90	23	202.50	364.50
BELGM-LUXMBG-FRANC-MONACO	VENDOME	K08349	5/05/75	9/01/90	29	217.50	.00
BELGM-LUXMBG-FRANC-MONACO	VILLERS-LA-VILLE	K12054	7/21/87	9/01/90	29	217.50	496.50
BELGM-LUXMBG-FRANC-MONACO	WERVIK "TABAKSSTREEK"	K11851	9/08/85	9/01/90	23	187.50	346.00
					36	884	7,162.50
							12,223.50

\* = DISTRICT ACTION

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRs.	FED. AMT. SFR.	INTL. A/R SFR.
EUROPE NON-DISTRICTED	MISKOLC	K12839	9/16/89	9/01/90	23	172.50	354.50
EUROPE NON-DISTRICTED	WELWYN	K09498	3/07/79	9/01/90	17	187.50	246.50
					2	40	360.00
							601.00
ITALY-MALTA	ALCANT	K10235	2/14/81	9/01/90	44	330.00	638.00
ITALY-MALTA	BRESCIA UVD	K08273	2/23/76	9/01/90	21	187.50	349.50
ITALY-MALTA	CASTELVETRANO	K12332	4/28/88	9/01/90	42	315.00	567.00
ITALY-MALTA	CASTROVILLARI	K12544	10/27/88	9/01/90	21	.00	925.00
ITALY-MALTA	COSENZA	K11665	11/15/85	9/01/90	46	345.00	834.00
ITALY-MALTA	LENTINI	K09786	11/26/79	9/01/90	46	360.00	853.00
ITALY-MALTA	NAPOLI	K11393	2/05/85	9/01/90	24	187.50	322.50
ITALY-MALTA	PATERNO	K08854	9/09/77	9/01/90	52	390.00	702.00
ITALY-MALTA	REGGIO CALABRIA	K09443	1/10/79	9/01/90	55	420.00	756.00
ITALY-MALTA	REGGIO CALABRIA CITTA' DE	K10885	2/28/83	9/01/90	10	330.00	135.00
ITALY-MALTA	SCIACCA	K12540	9/30/88	9/01/90	35	195.00	571.00
ITALY-MALTA	UDINE	K12881	9/25/89	9/01/90	16	150.00	238.00
ITALY-MALTA	VILLA SAN GIOVANNI	K12574	12/19/88	9/01/90	23	187.50	310.50
ITALY-MALTA	ZAFFERANA	K12705	5/11/89	9/01/90	31	210.00	823.00
					14	466	3,607.50
							8,024.50
NETHERLANDS	GOES DE BEVELANDEN	K11793	7/28/86	9/01/90	26	187.50	347.50
NETHERLANDS	HARDINXVELD "VIJFSTROMENL	K11352	10/08/84	9/01/90	22	187.50	297.00
NETHERLANDS	HEERLEN/MAASTRICHT	K07973	2/08/73	9/01/90	29	210.00	400.00
NETHERLANDS	LAREN	K11769	7/09/85	9/01/90	24	187.50	324.00
					4	101	772.50
							1,368.50
NORDEN	AALESUND	K09762	10/17/79	9/01/90	19	187.50	256.50
NORDEN	FET	K10188	12/09/80	9/01/90	23	187.50	310.50
NORDEN	HARSTAD	K08764	5/31/77	9/01/90	22	187.50	283.50
NORDEN	HORTEN	K08021	11/15/67	9/01/90	40	270.00	574.00
NORDEN	RYGGE	K08033	2/28/73	9/01/90	27	202.50	364.50
NORDEN	TVEDESTRAND	K11567	9/23/85	9/01/90	23	187.50	359.50
					6	154	1,222.50
							2,148.50
SWITZERLAND-LIECHTNSTN	BRUGG	K11272	7/20/84	9/01/90	30	225.00	405.00
SWITZERLAND-LIECHTNSTN	GENEVE-LAC	K10563	11/19/81	9/01/90	37	247.50	511.50
SWITZERLAND-LIECHTNSTN	LUZERN-RIGI	K11302	7/05/84	9/01/90	33	247.50	442.50
SWITZERLAND-LIECHTNSTN	MARCH-HOEFE	K10389	6/23/81	9/01/90	34	255.00	445.50
SWITZERLAND-LIECHTNSTN	MARTIGNY	K11049	11/11/83	9/01/90	30	225.00	405.00
					5	164	1,200.00
							2,209.50

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.	FED. AMT. SFR.	INTL. A/R SFR.
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REPORT TOTALS

73	1,974	15,742.50	29,439.50
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\* = DISTRICT ACTION

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRs.	A/R BALANCE
ANDEAN	GUAYAQUIL-EL DORADO	K11821	9/10/86	9/30/90	10	180.00
ANDEAN	METROPOLITANO-MANTA	K12727	2/28/89	9/30/90	22	414.00
ANDEAN	SAN ANDRES-ISLAS	K12754	11/15/88	9/30/90	21	453.73
ANDEAN	TULUA	K09146	5/02/78	9/30/90	15	270.00
					68	1,317.73
CALIF-NEVADA-HAWAII	WEST KAUAI, HANAPEPE, KAU	K05448	7/08/61	5/30/90*	7	85.50
CALIF-NEVADA-HAWAII	WEST END, ONTARIO/UPLAND	K07190	4/10/73	6/30/90*	16	.00
CALIF-NEVADA-HAWAII	WESTWOOD VILLAGE, LOS ANG	K01998	4/13/34	6/30/90*	16	.00
CALIF-NEVADA-HAWAII	PALO ALTO SENIOR CENTER,P	K10427	8/19/81	7/01/90*	11	.00
CALIF-NEVADA-HAWAII	GRASS VALLEY-NEVADA CITY	K06148	5/11/66	7/27/90*	2	.00
CALIF-NEVADA-HAWAII	GREATER SUNNYVALE	K12527	9/29/88	7/30/90*	13	.00
CALIF-NEVADA-HAWAII	LA VERNE-SAN DIMAS	K03638	5/03/51	7/31/90*	7	.00
CALIF-NEVADA-HAWAII	SAN FRANCISCO-ASIAN AMERI	K12569	12/09/88	9/30/90	20	499.75
CALIF-NEVADA-HAWAII	WAIHEA-KAMUELA	K12619	1/26/89	9/30/90	11	586.90
					103	1,172.15
CAPITAL	THE MONOCACY,FREDERICK	K11605	10/30/85	7/25/90*	32	.00
CAPITAL	VIRGINIA BEACH-MID CITY	K07155	3/06/73	8/17/90*	10	.00
<i>Carolinas?</i>					42	.00
E CANADA AND CARIBBEAN	BASSE-TERRE	K10009	7/01/80	8/01/90*	24	57.00
E CANADA AND CARIBBEAN	TOURTONNE, PARAMARIBO	K10715	6/14/82	8/01/90*	22	707.50-
E CANADA AND CARIBBEAN	WANICA	K12463	9/03/88	8/01/90*	19	22.75-
E CANADA AND CARIBBEAN	D'ABADIE	K12453	8/16/88	9/30/90	16	423.50
E CANADA AND CARIBBEAN	NICKERIE	K11680	9/17/85	9/30/90	12	249.80
					93	.05
FLORIDA	GULF BREEZE-TIGER POINT	K12100	9/10/87	3/30/90*	11	.00
FLORIDA	LAKE SQUARE,LEESBURG	K11564	9/30/85	4/01/90*	2	.00
FLORIDA	SOUTH WEST BROWARD, PEMBR	K12214	1/11/88	6/12/90*	17	.00
					30	.00
INDIANA	LAKE-SIDE-WARSAW	K08103	9/15/75	6/25/90*	15	213.75
INDIANA	SOUTH WHITLEY	K10450	9/09/81	6/25/90*	12	171.00
INDIANA	THE LAKES OF THE FOUR SEA	K12103	9/15/87	7/01/90*	19	.00
					46	384.75

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.	A/R BALANCE
INT'L EXTENSION	DAKAR	K10000	6/14/80	9/30/90	24	432.00
INT'L EXTENSION	DONGSHIM, SEOUL	K12396	6/15/88	9/30/90	32	666.00
INT'L EXTENSION	HWARANG, SEOUL	K12397	6/25/88	9/30/90	25	543.75
INT'L EXTENSION	INCHON	K09282	8/19/78	9/30/90	44	790.50
INT'L EXTENSION	JOONG ANG, SEOUL	K12229	1/18/88	9/30/90	3	69.00
INT'L EXTENSION	LA QUIACA	K12847	8/05/89	9/30/90	20	360.00
INT'L EXTENSION	MELAKA	K12604	10/06/88	9/30/90	20	360.00
INT'L EXTENSION	NAM SEOUL	K09506	2/20/79	9/30/90	39	673.50
INT'L EXTENSION	NEW SEOUL	K12256	2/25/88	9/30/90	53	872.40
INT'L EXTENSION	SINAN	K12165	9/18/87	9/30/90	30	637.50
					290	10
						5,404.65
KANSAS	PONY EXPRESS, ELWOOD-WATH	K12681	4/01/89	4/01/90*	26	.00
					26	1
						.00
KENTUCKY-TENNESSEE	HALLS, KNOXVILLE	K12239	2/24/88	3/31/90*	7	.00
KENTUCKY-TENNESSEE	LYON COUNTY	K13018	1/30/90	9/05/90*	25	365.65
					32	2
						365.65
LOUISIANA-MISS-W TENN	SCOTLANDVILLE, BATON ROUG	K10765	8/26/82	6/25/90*	14	342.55
					14	1
						342.55
MISSOURI-ARKANSAS	ELLISVILLE	K12338	5/18/88	4/26/90*	9	15.00
					9	1
						15.00
MONTANA	GERALDINE	K07780	5/14/75	4/01/90*	12	142.50
					12	1
						142.50
NEBRASKA-IOWA	ALBIA	K12272	3/24/88	3/31/90*	15	213.75
					15	1
						213.75
NEW JERSEY	HILLSBOROUGH/MONTGOMERY A	K10327	5/12/81	6/29/90*	8	.00
					8	1
						.00

\* = DISTRICT ACTION

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.	A/R BALANCE
NEW YORK	VERNON	K03492	5/01/50	2/01/90*	6	171.60
NEW YORK	DEER PARK	K12259	3/13/88	5/09/90*	16	513.00
NEW YORK	CORNWALL	K06753	4/06/71	6/01/90*	11	15.00-
NEW YORK	EASTSIDE BUFFALO	K06463	12/18/68	6/25/90*	13	.00
NEW YORK	ELI BARRIO OF EAST HARLEM	K12018	6/11/87	9/30/90	27	1,117.80
NEW YORK	HARLEM	K07594	9/25/74	9/30/90	14	381.70
NEW YORK	J F K AIRPORT, NEW YORK C	K12148	9/30/87	9/30/90	9	486.80
NEW YORK	MIDDLE VILLAGE	K09799	11/30/79	9/30/90	16	485.35
					112	8
						3,141.25
NEW ZEALAND-SOUTH PACIFIC	MT. ALBERT, AUCKLAND	K10589	11/14/81	5/23/90*	10	108.00
NEW ZEALAND-SOUTH PACIFIC	AVONDALE	K06964	2/01/72	9/30/90	19	288.00
NEW ZEALAND-SOUTH PACIFIC	DUNEDIN NORTH	K08470	8/24/75	9/30/90	20	414.00
					49	3
						810.00
PACIFIC NORTHWEST	MASON COUNTY SENIORS, SHE	K07546	8/08/74	7/01/90*	24	.00
PACIFIC NORTHWEST	GOLDEN K WOODBURN	K12829	9/11/89	8/17/90*	15	2.99-
PACIFIC NORTHWEST	KEIZER, SALEM	K09332	9/27/78	8/17/90*	14	.00
					53	3
						2.99-
PENNSYLVANIA	BETHEL PARK	K03015	8/11/47	7/12/90*	12	.00
PENNSYLVANIA	AIRPORT AREA, MOON	K11357	11/15/84	8/24/90*	18	285.00
					30	2
						285.00
PHILIPPINE LUZON	ADRIATICO, MALATE, MANILA	K12815	8/26/89	9/30/90	20	360.00
PHILIPPINE LUZON	ALFONSO	K12673	10/10/88	9/30/90	23	595.50
PHILIPPINE LUZON	ASINGAN	K12789	8/12/89	9/30/90	31	567.00
PHILIPPINE LUZON	BACLARAN, PARANAQUE, METR	K12371	6/11/88	9/30/90	24	405.80
PHILIPPINE LUZON	BALANGA	K09916	2/28/80	9/30/90	16	243.07
PHILIPPINE LUZON	BAYVIEW, MANILA	K12857	8/30/89	9/30/90	20	360.00
PHILIPPINE LUZON	BEL AIR VILLAGE, MAKATI,	K12856	9/27/89	9/30/90	20	360.00
PHILIPPINE LUZON	BUENDIA, MAKATI, METRO MA	K12859	8/27/89	9/30/90	20	360.00
PHILIPPINE LUZON	CABANATUAN CITY	K07530	6/12/74	9/30/90	18	430.50
PHILIPPINE LUZON	CARDONA CENTRAL	K12805	8/28/89	9/30/90	30	288.00
PHILIPPINE LUZON	DALAMPASIGAN (MERCEDES)	K12686	3/13/89	9/30/90	20	360.00
PHILIPPINE LUZON	GREATER MANILA	K12862	8/29/89	9/30/90	20	360.00
PHILIPPINE LUZON	KATIPUNAN, LOYOLA HEIGHTS	K12409	7/15/88	9/30/90	7	207.00
PHILIPPINE LUZON	LUNETA, MANILA	K12860	8/29/89	9/30/90	20	360.00
PHILIPPINE LUZON	MANILA CENTRAL	K12821	8/30/89	9/30/90	20	360.00
PHILIPPINE LUZON	METRO BAGUIO, BAGUIO CITY	K12440	8/22/88	9/30/90	17	306.00
PHILIPPINE LUZON	NINYO AQUINO, CONCEPCION	K12806	8/21/89	9/30/90	20	198.00



DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.	A/R BALANCE	
PHILIPPINE LUZON	DAS	K08771	5/22/77	9/30/90	12	342.00	
PHILIPPINE LUZON	OLONGAPO CITY	K07477	3/09/74	9/30/90	15	351.00	
PHILIPPINE LUZON	PACITA COMPLEX, SAN PEDRO	K10978	7/23/83	9/30/90	19	498.00	
PHILIPPINE LUZON	PACO, MANILA	K12816	8/26/89	9/30/90	20	360.00	
PHILIPPINE LUZON	PARACALE	K12788	8/02/89	9/30/90	28	486.66	
PHILIPPINE LUZON	PASONG TAMO EAST, MAKATI,	K12819	8/28/89	9/30/90	20	360.00	
PHILIPPINE LUZON	PEDRO GIL, MAKATI, MANILA	K12822	8/30/89	9/30/90	20	360.00	
PHILIPPINE LUZON	PROGRESSIVE PURA	K12785	7/30/89	9/30/90	21	432.00	
PHILIPPINE LUZON	SINAG NG CARMONA	K12424	8/07/88	9/30/90	13	289.60	
PHILIPPINE LUZON	SINUKUAN, MAGALANG	K12625	2/18/89	9/30/90	20	510.00	
PHILIPPINE LUZON	ST. JUDE VILLAGE, SAN FER	K12717	5/20/89	9/30/90	20	360.00	
PHILIPPINE LUZON	SUMMER CAPITAL, BAGUIO CI	K12771	7/21/89	9/30/90	20	360.00	
PHILIPPINE LUZON	TAGAYTAY CITY	K11616	11/23/85	9/30/90	16	633.00	
PHILIPPINE LUZON	TAYTAY	K12632	2/24/89	9/30/90	24	612.00	
PHILIPPINE LUZON	UNITED NATIONS, ERMITA, M	K12817	8/26/89	9/30/90	22	396.00	
PHILIPPINE LUZON	VILLASIS	K12796	8/21/89	9/30/90	28	504.00	
PHILIPPINE LUZON	VITO CRUZ, MANILA	K12820	8/28/89	9/30/90	20	360.00	
PHILIPPINE LUZON	WALLED CITY, INTRAMUROS,	K12818	8/27/89	9/30/90	20	360.00	
PHILIPPINE LUZON	WESTERN MANILA	K12861	8/29/89	9/30/90	20	360.00	
					724	36	14,055.13
PHILIPPINE SOUTH	COPPER CITY, TOLEDO CITY	K12616	1/07/89	9/30/90	43	588.00	
PHILIPPINE SOUTH	DATU SIKATUNA, TAGBILARAN	K11091	2/11/84	9/30/90	22	405.00	
PHILIPPINE SOUTH	DUPONG BAY	K12827	10/02/88	9/30/90	22	534.00	
PHILIPPINE SOUTH	KALINAN	K11908	10/18/86	9/30/90	28	504.00	
PHILIPPINE SOUTH	LANANG	K12896	2/25/89	9/30/90	22	363.00	
PHILIPPINE SOUTH	MIRAL, BANSALAN	K12674	2/26/89	9/30/90	11	462.00	
PHILIPPINE SOUTH	PANABO NORTH	K12795	7/16/89	9/30/90	30	504.00	
PHILIPPINE SOUTH	PERLAS KALINAN, DAVAO CIT	K12855	9/20/89	9/30/90	23	414.00	
PHILIPPINE SOUTH	PINEAPPLE COUNTRY	K10012	7/15/89	9/30/90	22	396.00	
PHILIPPINE SOUTH	SAN ANTONIO, ARAS-ASAN, C	K12696	5/01/89	9/30/90	25	450.00	
					248	10	4,620.00
REPUBLIC OF CHINA	CHU PEI	K12845	8/20/89	9/30/90	20	360.00	
REPUBLIC OF CHINA	CHUNG YUAN	K12279	2/07/88	9/30/90	22	396.00	
REPUBLIC OF CHINA	HSIN KUANG, TAICHUNG	K12745	2/28/89	9/30/90	25	497.00	
REPUBLIC OF CHINA	NORTH TAIPEI	K07369	10/28/73	9/30/90	26	468.00	
REPUBLIC OF CHINA	PAO SHIN, TAICHUNG	K12747	5/24/89	9/30/90	50	886.50	
					143	5	2,607.50
ROCKY MOUNTAIN	DIL CAPITAL, CASPER	K04810	6/11/57	4/01/90*	9	.00	
					9	1	.00

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## EXHIBIT D

## ADDITIONAL CLUBS NOT-MEETING

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBR5.	A/R BALANCE
SOUTHWEST	PAGE	K11042	11/16/83	6/30/89*	13	.00
SOUTHWEST	TEMPE HOHOKAM	K12194	12/16/87	9/30/89*	2	.00
SOUTHWEST	BENSON	K12075	8/19/87	5/01/90*	8	85.50
SOUTHWEST	GLOBE-MIAMI	K11818	11/26/85	6/23/90*	9	128.25
SOUTHWEST	PHOENIX-CAMELHEAD	K12693	4/20/87	6/23/90*	5	.00
					37	213.75
TEXAS-OKLAHOMA	QUITMAN	K12349	5/26/88	1/31/90*	26	185.90
TEXAS-OKLAHOMA	MARFA	K12811	9/05/89	3/31/90*	26	.00
TEXAS-OKLAHOMA	CROWLEY	K11432	4/09/85	7/01/90*	11	.00
TEXAS-OKLAHOMA	ATHENS, BREAKFAST	K06471	1/03/69	8/01/90*	24	.00
TEXAS-OKLAHOMA	BASTROP	K07440	4/04/74	8/01/90*	22	282.70
TEXAS-OKLAHOMA	DEPORT	K11805	9/01/85	8/01/90*	1	.00
TEXAS-OKLAHOMA	TRENTON	K11121	3/15/84	8/01/90*	15	.00
TEXAS-OKLAHOMA	OKLAHOMA CITY, AIR AND IN	K06444	11/05/68	8/15/90*	3	.00
					128	468.60
WESTERN CANADA	BOW VALLEY, CALGARY	K04391	3/14/55	4/01/90*	7	99.75
					7	99.75
WISCONSIN-UPPER MICH	FITCHBURG	K12474	9/14/88	8/08/90*	15	.00
					15	.00
REPORT TOTALS					2,343	35,656.77

\* = DISTRICT ACTION

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.	FED. AMT. SFR.	INTL. A/R SFR.
BELGM-LUXMBG-FRANC-MONACO	AIX-DOYEN	K08709	4/21/77	9/30/90	33	480.00	886.00
BELGM-LUXMBG-FRANC-MONACO	BORDEAUX-CHARTRONS	K12635	3/02/89	9/30/90	20	337.50	540.00
BELGM-LUXMBG-FRANC-MONACO	GRENoble	K09082	3/04/78	9/30/90	25	397.50	896.00
BELGM-LUXMBG-FRANC-MONACO	LIBOURNE	K12642	3/15/89	9/30/90	26	532.50	833.50
BELGM-LUXMBG-FRANC-MONACO	MARSEILLE-DOYEN	K07919	12/21/70	9/30/90	37	540.00	1,016.00
BELGM-LUXMBG-FRANC-MONACO	MENDE LES SOURCES	K11568	9/23/85	9/30/90	22	187.50	294.50
BELGM-LUXMBG-FRANC-MONACO	PARIS	K07933	12/03/65	9/30/90	17	750.00	918.00
BELGM-LUXMBG-FRANC-MONACO	PARIS-VENDOME	K09551	4/20/79	9/30/90	20	375.00	540.00
BELGM-LUXMBG-FRANC-MONACO	PERPIGNAN PAYS CATALAN	K11427	2/02/85	9/30/90	33	232.50	506.50
BELGM-LUXMBG-FRANC-MONACO	SENS	K10123	9/27/80	9/30/90	26	420.00	778.00
BELGM-LUXMBG-FRANC-MONACO	TOULDOUSE HERMES	K12361	5/28/88	9/30/90	25	375.00	687.00
BELGM-LUXMBG-FRANC-MONACO	VALENCIENNES	K11207	5/22/84	9/30/90	22	375.00	611.00
					12	306	5,002.50
EUROPE NON-DISTRICTED	LISBONNE	K11194	5/03/84	9/30/90	21	375.00	567.00
EUROPE NON-DISTRICTED	PRINCIPAT D'ANDORRA	K11030	9/30/83	9/30/90	34	780.00	1,404.00
EUROPE NON-DISTRICTED	STEVENAGE AND DISTRICT	K08205	12/29/75	9/30/90	12	187.50	162.00
EUROPE NON-DISTRICTED	UISEU	K12078	9/19/87	9/30/90	24	375.00	582.00
					4	91	1,717.50
ITALY-MALTA	ACRI	K12354	5/09/89	9/30/90	20	525.00	810.00
ITALY-MALTA	LAMEZIA-TERME	K11596	10/04/85	9/30/90	26	187.50	337.50
ITALY-MALTA	LECCE	K12331	4/28/88	9/30/90	18	375.00	703.50
ITALY-MALTA	PIAZZA ARMERINA	K08410	6/25/75	9/30/90	40	607.50	1,181.50
ITALY-MALTA	ROME	K08002	4/21/72	9/30/90	49	645.00	1,935.00
ITALY-MALTA	TORINO HOST	K12741	6/06/89	9/30/90	20	300.00	820.00
					6	173	2,640.00
NORDEN	ALFA	K10377	6/20/81	9/30/90	13	562.50	526.50
NORDEN	FYLLINGSDALEN	K08015	5/14/75	9/30/90	19	562.50	737.50
NORDEN	HEIMDAL	K08274	3/08/75	9/30/90	19	1,125.00	1,397.50
					3	51	2,250.00
REPORT TOTALS					25	621	11,610.00

\* = DISTRICT ACTION

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NGS STATUS DATE	NO. OF MBRs.	A/R BALANCE
ANDEAN	QUILICHAD	K12480	8/18/88	7/01/90	23	231.00
					23	231.00
E CANADA AND CARIBBEAN	RIO CLARO, PORT-OF-SPAIN	K10601	12/16/81	7/01/90	19	171.00
					19	171.00
FLORIDA	FLAMINGO-HIALEAH	K11400	2/21/85	8/01/90	27	140.60
					27	140.60
INDIANA	CONNERSVILLE GOLDEN K	K12518	9/28/88	8/01/90	33	215.40
					33	215.40
INT'L EXTENSION	BUYEONG, INCHON	K06575	9/19/69	7/01/90	37	405.00
INT'L EXTENSION	KLANG	K12920	7/28/89	7/01/90	12	108.00
					49	513.00
PHILIPPINE LUZON	GENERAL MARIANO ALVAREZ,	K13027	2/25/90	7/01/90	35	315.00
PHILIPPINE LUZON	GREENFIELDS	K13025	2/20/90	7/01/90	26	234.00
PHILIPPINE LUZON	KAPATIRAN, ANGELES CITY	K12749	6/09/89	7/01/90	10	231.00
PHILIPPINE LUZON	LAKE BUHI, CAMARINES SUR	K12917	9/30/89	7/01/90	20	180.00
PHILIPPINE LUZON	TARLAC DIAMONDS	K13026	2/24/90	7/01/90	22	213.00
PHILIPPINE LUZON	VICTORIA	K13028	2/27/90	7/01/90	28	252.00
PHILIPPINE LUZON	VILLA ESPANA, QUEZON CITY	K13031	2/28/90	7/01/90	24	207.00
					165	1,632.00
PHILIPPINE SOUTH	GIBUNG, PROSPERIDAD	K12918	3/31/89	7/01/90	28	252.00
PHILIPPINE SOUTH	SUNSHINE CITY	K12898	8/02/89	7/01/90	34	225.00
					62	477.00
REPORT TOTALS					378	3,380.00

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NGS STATUS DATE	NO. OF MBRS.	FED. AMT. SFR.	INTL. A/R SFR.
AUSTRIA-GERMANY	AUGSBURG	K07945	8/10/67	8/01/90	28	202.50	386.50
AUSTRIA-GERMANY	MANNHEIM-LUDWIGSHAFEN	K07961	5/18/66	8/01/90	26	.00	296.00
					2	54	202.50
							682.50
BELGH-LUXMBG-FRANC-MONACO	MENTON	K11273	7/30/84	8/01/90	24	195.00	395.00
					1	24	195.00
							395.00
ITALY-MALTA	BIELLA	K12405	7/05/88	8/01/90	23	.00	513.00
ITALY-MALTA	BORGOMANERO	K12882	9/25/89	8/01/90	26	.00	292.00
					2	49	.00
							805.00
SWITZERLAND-LIECHTNSTN	LUZERN-PILATUS	K11275	8/22/84	8/01/90	29	.00	209.00
					1	29	.00
							209.00
REPORT TOTALS					6	156	397.50
							2,091.50

\* = DISTRICT ACTION

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.	A/R BALANCE	
ANDEAN	TUQUERRES	K12202	12/16/87	3/01/90	12	123.00	
ANDEAN	JUNIN	K12910	9/12/89	6/01/90	26	468.00	
ANDEAN	ANTIOQUIA, MEDELLIN	K09639	7/14/79	9/01/90	22	198.00	
ANDEAN	ARMENIA-CENTENARIO	K12906	9/23/89	9/01/90	24	180.00	
ANDEAN	CIMITARRA	K12799	8/12/89	9/01/90	25	240.75	
ANDEAN	GUAYAQUIL	K07658	12/09/74	9/01/90	14	207.00	
ANDEAN	GUAYAQUIL NORTE	K09154	5/02/78	9/01/90	22	216.00	
ANDEAN	IBARRA	K12123	5/16/87	9/01/90	22	195.00	
ANDEAN	JIPIJAPA	K12782	6/12/89	9/01/90	26	249.00	
ANDEAN	MANO AMIGA, GUAYAQUIL	K12911	9/15/89	9/01/90	13	117.00	
ANDEAN	MANTA	K09940	5/01/80	9/01/90	22	126.00	
ANDEAN	OTAVALO	K12304	3/10/88	9/01/90	2	18.00	
ANDEAN	PALMIRA	K07254	6/28/73	9/01/90	21	136.35	
ANDEAN	PASTO	K09866	2/25/80	9/01/90	18	179.26	
ANDEAN	PORTOVIEJO, MANABI	K09526	3/18/79	9/01/90	27	234.00	
ANDEAN	SAN JOSE	K06519	5/24/69	9/01/90	22	249.00	
ANDEAN	TAMESIS	K11918	1/05/87	9/01/90	15	135.00	
ANDEAN	TEQUENDAMA, BOGOTA	K12627	2/23/89	9/01/90	9	90.00	
					342	18	3,361.36
AUSTRALIA	GOLDEN GROVE-ADELAIDE	K12477	9/12/88	9/01/90	13	132.00	
					13	1	132.00
CALIF-NEVADA-HAWAII	COMPTON	K01336	2/05/25	8/01/90	23	327.75	
CALIF-NEVADA-HAWAII	HAWTHORNE	K06785	5/13/71	8/01/90	11	156.75	
CALIF-NEVADA-HAWAII	HILO	K02968	6/08/47	8/01/90	15	228.00	
CALIF-NEVADA-HAWAII	SALINAS-STEINBECK	K06329	12/01/67	8/01/90	17	228.00	
CALIF-NEVADA-HAWAII	YORBA LINDA REGIONAL	K11535	9/10/85	8/01/90	13	242.25	
					79	5	1,182.75
E CANADA AND CARIBBEAN	BELL ISLAND	K03569	11/30/50	8/01/90	16	220.50	
E CANADA AND CARIBBEAN	ORANGEVILLE	K08402	6/16/76	8/01/90	12	171.00	
E CANADA AND CARIBBEAN	WESTERN KINGS, GRAND BAY	K10766	8/31/82	8/01/90	20	299.25	
E CANADA AND CARIBBEAN	BALACLAVA	K09098	3/02/78	9/01/90	14	99.00	
E CANADA AND CARIBBEAN	CHAGUANAS	K09260	8/10/78	9/01/90	19	195.00	
E CANADA AND CARIBBEAN	GASPARILLO	K12143	9/29/87	9/01/90	28	243.00	
E CANADA AND CARIBBEAN	HANOVER, LUCEA	K07406	3/04/74	9/01/90	15	90.00	
E CANADA AND CARIBBEAN	NORAOVA	K01786	8/27/28	9/01/90	38	570.75	
E CANADA AND CARIBBEAN	SAN FERNANDO	K07786	4/17/75	9/01/90	15	135.00	
E CANADA AND CARIBBEAN	SAVANNA-LA-MAR	K11500	7/10/85	9/01/90	16	220.00	
E CANADA AND CARIBBEAN	ST. GEORGES	K12914	9/02/89	9/01/90	25	225.00	
E CANADA AND CARIBBEAN	STONY HILL	K12326	5/02/88	9/01/90	25	241.25	
E CANADA AND CARIBBEAN	TACARIGUA-FIVE RIVERS	K12503	9/23/88	9/01/90	10	78.00	

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRs.	A/R BALANCE
E CANADA AND CARIBBEAN	UPPER TRELAHNY, ALBERT TO	K07267	7/25/73	9/01/90	14	135.00
					267	2,922.75
FLORIDA	SPRING LAKE	K12804	8/30/89	8/01/89	25	213.75
					25	213.75
ILLINOIS-EASTERN IOWA	PULLMAN-ROSELAND, CHICAGO	K12731	6/14/89	8/01/90	20	242.25
					20	242.25
INT'L EXTENSION	HANYANG-SEOUL	K08478	9/03/76	1/01/90	51	579.00
INT'L EXTENSION	OLIVE BRANCH, NAIROBI, KE	K11051	11/19/83	3/01/90	8	230.00
INT'L EXTENSION	AMPANG	K12897	9/11/89	9/01/90	21	189.00
INT'L EXTENSION	BUINFE, SEOUL	K12172	10/11/87	9/01/90	25	180.00
INT'L EXTENSION	CHINJU CITY	K06430	9/10/68	9/01/90	37	294.00
INT'L EXTENSION	DONG (EAST) SEOUL	K12254	2/05/88	9/01/90	23	303.00
INT'L EXTENSION	ICHON	K12108	10/20/87	9/01/90	24	222.00
INT'L EXTENSION	JINSUNMEE, SEOUL	K12174	11/14/87	9/01/90	25	187.50
INT'L EXTENSION	LIBERTADOR GENERAL SAN MA	K12987	12/26/89	9/01/90	24	216.00
INT'L EXTENSION	MA-CHANG	K12835	4/28/89	9/01/90	25	75.00
INT'L EXTENSION	NAMBOD, KURO-KU, SEOUL	K12292	3/24/88	9/01/90	25	225.00
INT'L EXTENSION	PETALING JAYA	K11547	8/22/85	9/01/90	28	258.00
INT'L EXTENSION	SAHEL, SOUSSE-MONASTIR	K12751	4/20/89	9/01/90	27	228.00
INT'L EXTENSION	SAN PEDRO DE JUJUY	K12750	4/18/89	9/01/90	19	171.00
INT'L EXTENSION	SANTO AMARO, SAO PAULO	K12915	6/13/89	9/01/90	34	306.00
INT'L EXTENSION	SAO PAULO-LESTE	K12909	12/21/88	9/01/90	25	225.00
INT'L EXTENSION	SEUL	K06323	11/15/67	9/01/90	31	279.00
INT'L EXTENSION	SEOUL OLYMPIC	K12662	10/24/88	9/01/90	22	198.00
INT'L EXTENSION	SFAX	K10951	5/10/83	9/01/90	29	108.50
INT'L EXTENSION	SIDI BOUSAID	K10676	3/30/82	9/01/90	28	102.00
INT'L EXTENSION	SO MYUNG, SEOUL	K10710	6/09/82	9/01/90	29	261.00
INT'L EXTENSION	TUNIS	K09974	6/03/80	9/01/90	38	253.00
INT'L EXTENSION	YOUNG DONG, KANGNAM, SEOU	K12690	3/28/89	9/01/90	24	106.00
					622	5,196.00
KENTUCKY-TENNESSEE	LESLIE COUNTY	K12828	8/31/89	8/01/90	22	242.25
KENTUCKY-TENNESSEE	SEVIERVILLE	K09114	4/06/78	8/01/90	15	128.25
					37	370.50
MONTANA	TOBACCO VALLEY, EUREKA	K09716	9/27/79	8/01/90	9	128.25
					9	128.25

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBR.	A/R BALANCE
NEW ENGLAND	BROOKLINE	K01245	6/04/24	8/01/90	19	195.00
NEW ENGLAND	CLAREMONT	K03463	3/16/50	8/01/90	70	965.70
					89	2
						1,160.70
NEW JERSEY	NORTH BERGEN-GUTTENBERG	K01381	5/05/25	7/02/90	18	378.75
					18	1
						378.75
NEW YORK	BAY SHORE-BRIGHTWATERS	K11879	10/22/86	8/01/90	13	185.25
NEW YORK	CENTRAL ADIRONDACKS, DLO	K12135	9/30/87	8/01/90	11	370.50
NEW YORK	HARLEM GATEWAY	K12112	9/23/87	8/01/90	6	85.50
NEW YORK	MORRISANIA	K11433	4/09/85	8/01/90	9	117.55
NEW YORK	NEW YORK CITY	K00083	7/15/18	8/01/90	31	390.00
NEW YORK	NORTH VALLEY STREAM	K11648	2/03/86	8/01/90	23	342.00
NEW YORK	ONEIDA SHORES	K12872	9/27/89	8/01/90	26	213.75
					119	7
						1,704.55
NEW ZEALAND-SOUTH PACIFIC	AUPOURI	K11371	12/13/84	9/01/90	10	123.00
NEW ZEALAND-SOUTH PACIFIC	DUNEDIN	K06729	2/11/71	9/01/90	15	132.00
NEW ZEALAND-SOUTH PACIFIC	HORNBY	K12406	7/12/88	9/01/90	11	105.00
NEW ZEALAND-SOUTH PACIFIC	HOPE BEACH	K10722	6/16/82	9/01/90	27	216.00
					63	4
						576.00
OHIO	AUGLAIZE VALLEY-DAKWOOD	K10929	5/16/83	8/01/90	5	114.00
OHIO	HOLMES COUNTY-MILLERSBURG	K12494	9/21/88	8/01/90	38	384.75
OHIO	SHEFFIELD LAKE, LORAIN	K03872	8/11/52	8/01/90	17	210.00
					60	3
						708.75
PACIFIC NORTHWEST	COEUR D'ALENE	K00801	6/16/22	8/01/90	44	582.00
PACIFIC NORTHWEST	SEDRO-WOODLEY, GATEWAY	K11626	12/12/85	8/01/90	12	123.75
					56	2
						705.75
PHILIPPINE LUZON	PANDACAN, MANILA	K12858	8/28/89	5/01/90	20	360.00
PHILIPPINE LUZON	TANGLAW NG POLANGUI	K12589	1/16/89	6/11/90	17	312.00
PHILIPPINE LUZON	ANTIPDLO-VALLEY	K12157	10/11/87	7/02/90	24	318.00
PHILIPPINE LUZON	CAINTA GREENPARK,CAINTA,R	K11474	6/15/85	7/02/90	21	189.00
PHILIPPINE LUZON	ALA EH, BATANGA CITY	K12438	8/21/88	9/01/90	25	225.00
PHILIPPINE LUZON	AMPUTI LAYAG, SAN CARLOS	K12156	10/04/87	9/01/90	12	108.00



DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRs.	A/R BALANCE
PHILIPPINE LUZON	ANGELES SOUTH, TRINIDAD V	K12659	3/19/89	9/01/90	15	135.00
PHILIPPINE LUZON	ANTIPOLO	K08895	9/05/77	9/01/90	27	210.00
PHILIPPINE LUZON	ANTIPOLO EAST	K12195	12/15/87	9/01/90	16	120.20
PHILIPPINE LUZON	ANTIPOLO-SOUTH	K10944	5/16/83	9/01/90	33	297.00
PHILIPPINE LUZON	BAAO	K09682	8/26/79	9/01/90	18	168.00
PHILIPPINE LUZON	BEPZ (MARIVELES)	K09683	8/28/79	9/01/90	28	252.00
PHILIPPINE LUZON	CABCABEN, MARIVELES	K12580	10/22/88	9/01/90	15	135.00
PHILIPPINE LUZON	CAINTA	K08502	9/14/76	9/01/90	18	121.50
PHILIPPINE LUZON	CALODCAN-I, NOVALICHES	K12961	11/25/89	9/01/90	47	423.00
PHILIPPINE LUZON	CAMP SITE, PANTABANGAN, NUEV	K11614	11/14/85	9/01/90	26	234.00
PHILIPPINE LUZON	CARRANGLAN	K12687	5/04/89	9/01/90	20	180.00
PHILIPPINE LUZON	CUBAO, QUEZON CITY	K09042	12/20/77	9/01/90	16	135.00
PHILIPPINE LUZON	DASHMARINAS, CAVITE	K11898	11/21/86	9/01/90	34	276.00
PHILIPPINE LUZON	EAST SUCAT, PARANAQUE, ME	K12634	2/28/89	9/01/90	21	189.00
PHILIPPINE LUZON	GERONA, TARLAC	K10810	10/01/82	9/01/90	19	87.00
PHILIPPINE LUZON	GDA	K09537	2/24/79	9/01/90	23	486.00
PHILIPPINE LUZON	GREATER LAS PINAS	K10570	12/05/81	9/01/90	16	81.00
PHILIPPINE LUZON	GREATER SUCAT	K11410	3/13/85	9/01/90	14	152.00
PHILIPPINE LUZON	GREATER URDANETA	K12446	8/24/88	9/01/90	14	43.50
PHILIPPINE LUZON	GUMACA, QUEZON	K10609	2/02/82	9/01/90	7	63.00
PHILIPPINE LUZON	IRIGA CITY	K07425	2/25/74	9/01/90	27	261.00
PHILIPPINE LUZON	LEGAZPI CITY	K06664	8/26/70	9/01/90	20	180.00
PHILIPPINE LUZON	LOPEZ	K09685	4/24/79	9/01/90	24	222.00
PHILIPPINE LUZON	MANILA NORTH	K11575	10/01/85	9/01/90	8	72.00
PHILIPPINE LUZON	MANILA SOUTH, PORT AREA	K12609	1/19/89	9/01/90	30	285.00
PHILIPPINE LUZON	MEGA STARS, IRIGA	K12672	3/04/89	9/01/90	17	180.00
PHILIPPINE LUZON	MEGA STARS, URDANETA	K12633	2/25/89	9/01/90	9	108.00
PHILIPPINE LUZON	METRO ANGELES	K12716	5/18/89	9/01/90	21	201.10
PHILIPPINE LUZON	MONCADA, TARLAC	K11243	7/14/84	9/01/90	21	195.00
PHILIPPINE LUZON	MUNTINLUPA, RIZAL	K08265	2/14/76	9/01/90	21	177.85
PHILIPPINE LUZON	NAVOTAS, METRO MANILA	K10751	7/26/82	9/01/90	18	283.10
PHILIPPINE LUZON	PASAY SOUTH, PASAY CITY	K11814	9/05/86	9/01/90	17	228.00
PHILIPPINE LUZON	PRINCESS URDUJA, DAGUPAN	K12426	8/09/88	9/01/90	11	144.00
PHILIPPINE LUZON	PROGRESSIVE PANIQUI	K12448	8/27/88	9/01/90	17	171.00
PHILIPPINE LUZON	ROSARIO COMPLEX	K12938	10/22/89	9/01/90	20	180.00
PHILIPPINE LUZON	SAN JOSE CITY	K09742	10/01/79	9/01/90	16	144.00
PHILIPPINE LUZON	SILANG, CAVITE	K08554	10/03/76	9/01/90	29	267.00
PHILIPPINE LUZON	SOMBRERO CALASIAD, PANGAS	K11258	8/04/84	9/01/90	19	144.00
PHILIPPINE LUZON	ST. JOHN, SAN JUAN, METRO	K12395	7/09/88	9/01/90	10	90.00
PHILIPPINE LUZON	TALA NG BATAAN	K12873	9/25/89	9/01/90	32	288.00
PHILIPPINE LUZON	TARLAC MOVERS	K11219	6/13/84	9/01/90	23	147.00
PHILIPPINE LUZON	URDANETA	K08490	8/14/76	9/01/90	12	108.00
PHILIPPINE LUZON	VICTORIA HOMES, MUNTINLUP	K11815	9/07/86	9/01/90	16	144.00
					984	49
						9,520.25
PHILIPPINE SOUTH	MASAWA, BUTUAN CITY	K12063	8/08/87	4/01/90	16	144.00
PHILIPPINE SOUTH	CENTRO DAVAO, DAVAO CITY	K12649	2/11/89	4/02/90	21	181.50

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## EXHIBIT F

## TOTAL SUSPENDED CLUBS

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.	A/R BALANCE	
PHILIPPINE SOUTH	DOWNTOWN DAVAO, DAVAO CIT	K12755	4/13/89	4/02/90	15	108.00	
PHILIPPINE SOUTH	KADAYAWAN, DAVAO CITY	K12864	7/27/89	7/02/90	16	195.00	
PHILIPPINE SOUTH	MALITA, DAVAO DEL SUR	K12904	5/06/89	7/02/90	30	540.00	
PHILIPPINE SOUTH	CENTRAL DIGOS, DAVAO DEL	K10869	11/27/82	9/01/90	27	243.00	
PHILIPPINE SOUTH	CIUDAD HERMOSA, ZAMBOANGA	K12995	1/21/90	9/01/90	26	234.00	
PHILIPPINE SOUTH	DUMAGUETE CITY, NEGROS OR	K08578	10/17/76	9/01/90	16	150.00	
PHILIPPINE SOUTH	ESCALANTE	K10598	12/13/81	9/01/90	21	189.00	
PHILIPPINE SOUTH	GOLDEN TAGUM	K12913	9/15/89	9/01/90	20	180.00	
PHILIPPINE SOUTH	ILIGAN CITY	K06818	5/20/71	9/01/90	26	321.00	
PHILIPPINE SOUTH	KAPALONG	K12341	5/17/88	9/01/90	22	198.00	
PHILIPPINE SOUTH	KAPIS, ROXAS CITY	K09137	4/06/78	9/01/90	31	270.00	
PHILIPPINE SOUTH	MARBEL	K08243	2/07/76	9/01/90	33	297.00	
PHILIPPINE SOUTH	MATIYA, DAVAO CITY	K12240	2/22/88	9/01/90	31	285.00	
PHILIPPINE SOUTH	METRO BACLOD	K11907	12/02/86	9/01/90	25	225.00	
PHILIPPINE SOUTH	METRO DUMAGUETE	K10819	9/26/82	9/01/90	16	135.00	
PHILIPPINE SOUTH	METRO ORMDC, ORMDC CITY	K10623	1/23/82	9/01/90	10	108.00	
PHILIPPINE SOUTH	METRO TACLOBAN	K10054	8/10/80	9/01/90	16	144.00	
PHILIPPINE SOUTH	METRO ZAMBOANGA CITY	K12962	11/25/89	9/01/90	27	243.00	
PHILIPPINE SOUTH	PALO	K11399	2/09/85	9/01/90	15	135.00	
PHILIPPINE SOUTH	SUNTAN, CAGAYAN DE ORO CI	K12840	7/17/89	9/01/90	23	180.00	
					483	22	4,705.50
SOUTHWEST	ST. JOHNS	K03209	9/01/48	8/01/90	26	370.50	
SOUTHWEST	WHITE MOUNTAINS, SHOW LOW	K10428	8/21/81	8/01/90	13	243.00	
					39	2	613.50
TEXAS-OKLAHOMA	CANYON-SUNSET	K10223	2/02/81	8/01/90	1	114.00	
TEXAS-OKLAHOMA	CHEROKEE, LONGVIEW	K04824	7/12/57	8/01/90	7	99.75	
TEXAS-OKLAHOMA	FORT STOCKTON	K12936	10/24/89	8/01/90	32	404.75	
TEXAS-OKLAHOMA	HAMILTON	K04363	1/01/55	8/01/90	21	285.00	
TEXAS-OKLAHOMA	KINGSVILLE	K03150	4/29/48	8/01/90	32	444.75	
TEXAS-OKLAHOMA	QUINLAN	K11889	1/08/86	8/01/90	8	129.00	
TEXAS-OKLAHOMA	SOUTH DALLAS	K09591	5/29/79	8/01/90	12	185.25	
					113	7	1,662.50
WESTERN CANADA	LLOYDMINSTER	K11090	2/08/84	8/01/90	29	400.75	
					29	1	400.75
REPORT TOTALS					3,467	166	35,886.61

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TOTAL SUSPENDED CLUBS

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DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRs.	FED. AMT. SFR.	INTL. A/R SFR.
AUSTRIA-GERMANY	AACHEN URBS AQUENSIS	K10069	8/27/80	9/01/90	26	195.00	302.50
AUSTRIA-GERMANY	ACHERN-ORTENAU	K10545	11/05/81	9/01/90	24	187.50	324.00
AUSTRIA-GERMANY	FREIBURG, BREISGAU	K08127	9/29/75	9/01/90	40	292.50	548.50
AUSTRIA-GERMANY	HEIDELBERG	K09577	5/07/79	9/01/90	24	187.50	324.00
AUSTRIA-GERMANY	KUFSTEIN	K09550	4/20/79	9/01/90	35	405.00	1,186.00
AUSTRIA-GERMANY	WEINVIERTEL	K12778	8/03/89	9/01/90	16	150.00	179.00
					6	165	1,417.50
							2,864.00
BELGM-LUXMBG-FRANC-MONACO	BRABANT WALLON, NIVELLES	K07865	3/22/72	4/01/90	28	217.50	22.00
BELGM-LUXMBG-FRANC-MONACO	BRUSSELS-SCALE	K07871	10/14/66	4/01/90	30	450.00	22.00
BELGM-LUXMBG-FRANC-MONACO	LA ROCHE SUR YON	K12711	5/29/89	4/01/90	20	300.00	22.00
BELGM-LUXMBG-FRANC-MONACO	LA SEYNE-SUR-MER	K11310	9/03/84	4/01/90	15	119.50	.00
BELGM-LUXMBG-FRANC-MONACO	NANTES	K09893	3/29/80	4/01/90	30	495.00	440.50
BELGM-LUXMBG-FRANC-MONACO	ANDENNE	K10611	2/02/82	9/01/90	17	187.50	229.50
BELGM-LUXMBG-FRANC-MONACO	ANTWERP-METROPOLIS	K07861	2/19/74	9/01/90	20	187.50	270.00
BELGM-LUXMBG-FRANC-MONACO	ANTWERPEN 1221	K12640	3/10/89	9/01/90	16	187.50	283.50
BELGM-LUXMBG-FRANC-MONACO	BEAUMONT-SALAMANDRE	K10969	6/23/83	9/01/90	12	187.50	154.00
BELGM-LUXMBG-FRANC-MONACO	BJRDEAUX MEDDC	K08104	9/11/75	9/01/90	21	187.50	283.50
BELGM-LUXMBG-FRANC-MONACO	BRUSSELS NO. 1	K07867	4/09/63	9/01/90	24	187.50	313.00
BELGM-LUXMBG-FRANC-MONACO	DIJON	K07911	6/19/71	9/01/90	30	202.50	452.50
BELGM-LUXMBG-FRANC-MONACO	ELBEUF	K11920	1/07/87	9/01/90	29	217.50	413.50
BELGM-LUXMBG-FRANC-MONACO	EVREUX	K12289	3/23/88	9/01/90	21	187.50	283.50
BELGM-LUXMBG-FRANC-MONACO	FLORENVILLE-LORRAINE-SEMO	K10680	5/01/82	9/01/90	26	195.00	461.00
BELGM-LUXMBG-FRANC-MONACO	FONTENAY-LE-COMTE	K11192	5/10/84	9/01/90	26	187.50	370.50
BELGM-LUXMBG-FRANC-MONACO	GERARDMER	K09884	3/24/80	9/01/90	16	187.50	238.00
BELGM-LUXMBG-FRANC-MONACO	LA LOUVIERE LA LOUVE	K08331	4/27/75	9/01/90	27	217.50	391.50
BELGM-LUXMBG-FRANC-MONACO	LA ROCHELLE	K09549	4/20/79	9/01/90	27	195.00	373.00
BELGM-LUXMBG-FRANC-MONACO	LAVAL	K09999	5/31/80	9/01/90	23	187.50	62.00
BELGM-LUXMBG-FRANC-MONACO	LEOPOLDSBURG	K10635	3/01/82	9/01/90	27	187.50	511.50
BELGM-LUXMBG-FRANC-MONACO	MARMADE	K08777	6/16/77	9/01/90	31	232.50	418.50
BELGM-LUXMBG-FRANC-MONACO	MARSEILLE-PORTE D'ORIENT	K08707	4/18/77	9/01/90	22	187.50	297.00
BELGM-LUXMBG-FRANC-MONACO	MONTBELIARD-SOCHAUX	K10121	9/25/80	9/01/90	26	195.00	428.50
BELGM-LUXMBG-FRANC-MONACO	MONTLIMAR	K10388	6/16/81	9/01/90	32	240.00	432.00
BELGM-LUXMBG-FRANC-MONACO	NANCY	K07928	6/10/66	9/01/90	27	195.00	373.00
BELGM-LUXMBG-FRANC-MONACO	NICE	K07930	2/03/70	9/01/90	24	187.50	322.50
BELGM-LUXMBG-FRANC-MONACO	NIMES MAISON CARREE	K07931	6/17/70	9/01/90	34	247.50	504.50
BELGM-LUXMBG-FRANC-MONACO	PARIS-CONCORDE	K08160	11/06/75	9/01/90	20	187.50	283.50
BELGM-LUXMBG-FRANC-MONACO	PIERRELATTE-TRICASTIN	K12676	4/27/89	9/01/90	23	172.50	310.50
BELGM-LUXMBG-FRANC-MONACO	REIMS COLBERT	K12402	6/30/88	9/01/90	21	187.50	326.00
BELGM-LUXMBG-FRANC-MONACO	ROANNE	K09106	3/10/78	9/01/90	30	225.00	396.00
BELGM-LUXMBG-FRANC-MONACO	ROMANS	K09949	5/20/80	9/01/90	30	240.00	432.00
BELGM-LUXMBG-FRANC-MONACO	SAINT-GERMAIN-EN-LAYE	K10821	9/28/82	9/01/90	22	187.50	340.00
BELGM-LUXMBG-FRANC-MONACO	SENLI VALOIS	K12637	3/06/89	9/01/90	25	187.50	456.00
BELGM-LUXMBG-FRANC-MONACO	SOISSONS	K10234	1/31/81	9/01/90	24	187.50	332.50
BELGM-LUXMBG-FRANC-MONACO	TARBES	K09174	5/20/78	9/01/90	27	187.50	397.50
BELGM-LUXMBG-FRANC-MONACO	TOULON-DOYEN	K07940	4/20/68	9/01/90	23	202.50	364.50
BELGM-LUXMP-FRANC-MONACO	VENDOME	K0834	5/05/76	9/01/90	29	217.50	.00

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TOTAL SUSPENDED CLUBS

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRs.	FED. AMT. SFR.	INTL. A/R SFR.
BELGM-LUXMBG-FRANC-MONACO	VILLERS-LA-VILLE	K12054	7/21/87	9/01/90	29	217.50	496.50
BELGM-LUXMBG-FRANC-MONACO	WERVIK "TABAKSSTREEK"	K11851	9/08/85	9/01/90	23	187.50	346.00
					41	1,007	8,744.50
							12,730.00
EUROPE NON-DISTRICTED	MISKOLC	K12839	9/16/89	9/01/90	23	172.50	354.50
EUROPE NON-DISTRICTED	WELWYN	K09498	3/07/79	9/01/90	17	187.50	246.50
					2	40	360.00
							601.00
ITALY-MALTA	NDTO	K10244	2/21/81	4/01/90	28	.00	389.00
ITALY-MALTA	ALCAMO	K10235	2/14/81	9/01/90	44	330.00	638.00
ITALY-MALTA	BRESCIA UNO	K08273	2/23/76	9/01/90	21	187.50	349.50
ITALY-MALTA	CASTELVETRANO	K12332	4/28/88	9/01/90	42	315.00	567.00
ITALY-MALTA	CASTROVILLARI	K12544	10/27/88	9/01/90	21	.00	925.00
ITALY-MALTA	COSENZA	K11665	11/15/85	9/01/90	46	345.00	834.00
ITALY-MALTA	LENTINI	K09786	11/26/79	9/01/90	46	360.00	853.00
ITALY-MALTA	NAPOLI	K11393	2/05/85	9/01/90	24	187.50	322.50
ITALY-MALTA	PATERNO	K08854	9/09/77	9/01/90	52	390.00	702.00
ITALY-MALTA	REGGIO CALABRIA	K09443	1/10/79	9/01/90	55	420.00	756.00
ITALY-MALTA	REGGIO CALABRIA CITTA' DE	K10885	2/28/83	9/01/90	10	330.00	135.00
ITALY-MALTA	SCIACCA	K12540	9/30/88	9/01/90	35	195.00	571.00
ITALY-MALTA	UDINE	K12881	9/25/89	9/01/90	16	150.00	238.00
ITALY-MALTA	VILLA: SAN GIOVANNI	K12574	12/19/88	9/01/90	23	187.50	310.50
ITALY-MALTA	ZAFFERANA	K12705	5/11/89	9/01/90	31	210.00	823.00
					15	494	3,607.50
							8,413.50
NETHERLANDS	GOES DE BEVELANDEN	K11793	7/28/86	9/01/90	26	187.50	347.50
NETHERLANDS	HARDINXVELD "VIJFSTROMENL	K11352	10/08/84	9/01/90	22	187.50	297.00
NETHERLANDS	HEERLEN/MAASTRICHT	K07973	2/08/73	9/01/90	29	210.00	400.00
NETHERLANDS	LAREN	K11769	7/09/85	9/01/90	24	187.50	324.00
					4	101	772.50
							1,368.50
NORDEN	ALESUND	K09762	10/17/79	9/01/90	19	187.50	256.50
NORDEN	FET	K10188	12/09/80	9/01/90	23	187.50	310.50
NORDEN	HARSTAD	K08764	5/31/77	9/01/90	22	187.50	283.50
NORDEN	HORTEN	K08021	11/15/67	9/01/90	40	270.00	574.00
NORDEN	RYGGE	K08033	2/28/73	9/01/90	27	202.50	364.50
NORDEN	TVEDESTRAND	K11567	9/23/85	9/01/90	23	187.50	359.50
					6	154	1,222.50
							2,148.50
SWITZERLAND-LIECHTENSTEN	BRUGG	K11272	7/20/84	9/01/90	30	225.00	405.00

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TOTAL SUSPENDED CLUBS

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DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	SUSPENDED DATE	NO. OF MBRS.	FED. AMT. SFR.	INTL. A/R SFR.
SWITZERLAND-LIECHTNSTN	GENEVE-LAC	K10563	11/19/81	9/01/90	37	247.50	511.50
SWITZERLAND-LIECHTNSTN	LUZERN-RIGI	K11302	7/05/84	9/01/90	33	247.50	442.50
SWITZERLAND-LIECHTNSTN	MARCH-HOFEFE	K10389	6/23/81	9/01/90	34	255.00	445.50
SWITZERLAND-LIECHTNSTN	MARTIGNY	K11049	11/11/83	9/01/90	30	225.00	405.00
					5	164	1,209.00
							2,209.50
REPORT TOTALS					79	2,125	17,324.50
							30,335.00

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TOTAL NOT-MEETING CLUBS

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBR.	A/R BALANCE
ALABAMA	NORTHPORT	K10607	2/01/82	3/31/90*	12	156.75
					12	156.75
ANDEAN	MALAGA	K11476	6/01/85	9/30/89	2	252.50
ANDEAN	GUAYAQUIL-EL DORADO	K11821	9/10/85	9/30/90	10	180.00
ANDEAN	METROPOLITANO-MANTA	K12727	2/28/89	9/30/90	22	414.00
ANDEAN	SAN ANDRES-ISLAS	K12754	11/15/88	9/30/90	21	453.73
ANDEAN	TULUA	K09146	5/02/78	9/30/90	15	270.00
					70	1,570.23
AUSTRALIA	KOREA-SYDNEY, CAMPSIE	K12342	5/19/88	9/30/89*	24	187.50
AUSTRALIA	PARA DISTRICTS	K11439	4/23/85	10/01/89*	9	49.50
AUSTRALIA	SUNSHINE COAST, CALOUNDRA	K12502	9/26/88	10/01/89*	13	132.00
					46	369.00
CALIF-NEVADA-HAWAII	SOUTH STOCKTON	K11227	6/20/84	6/30/89*	12	15.70
CALIF-NEVADA-HAWAII	SUNRISE, SEASIDE	K12084	9/02/87	6/30/89*	14	.00
CALIF-NEVADA-HAWAII	NORTH CLAIREMONT-SUNRISER	K11550	9/24/85	7/22/89*	10	.00
CALIF-NEVADA-HAWAII	CHATSWORTH	K09902	4/07/80	8/04/89*	2	.00
CALIF-NEVADA-HAWAII	CLOVIS WEST	K12153	11/20/87	8/04/89*	18	223.55
CALIF-NEVADA-HAWAII	DESERT HOT SPRINGS	K11516	8/13/85	8/04/89*	15	159.65
CALIF-NEVADA-HAWAII	CAPITOLA-SOQUEL	K12363	6/07/89	9/30/89*	11	141.35
CALIF-NEVADA-HAWAII	COLISEUM OAKLAND	K12461	9/01/88	9/30/89*	11	.00
CALIF-NEVADA-HAWAII	FIVE CITIES, PISMO BEACH	K09634	7/19/79	9/30/89*	9	.00
CALIF-NEVADA-HAWAII	GREATER IRVINE	K11855	9/30/86	9/30/89*	10	.00
CALIF-NEVADA-HAWAII	MONTEREY BAY	K12353	5/31/88	9/30/89*	16	.00
CALIF-NEVADA-HAWAII	NORTH OAKLAND	K01807	11/26/28	9/30/89*	15	.00
CALIF-NEVADA-HAWAII	NORTH SANTA BARBARA	K04758	3/25/57	9/30/89*	14	.00
CALIF-NEVADA-HAWAII	SEAL BEACH-COAST LINE	K11924	1/14/87	10/01/89*	13	.00
CALIF-NEVADA-HAWAII	SAN DIMAS	K06250	5/17/67	12/31/89*	10	.00
CALIF-NEVADA-HAWAII	ELI TDRD	K12250	3/09/88	1/24/90*	15	271.70
CALIF-NEVADA-HAWAII	SARATOGA	K12491	9/20/88	1/31/90*	15	.00
CALIF-NEVADA-HAWAII	SORRENTO-MESA, SAN DIEGO	K12377	6/21/88	5/08/90*	14	.00
CALIF-NEVADA-HAWAII	WEST KAUAI, HANAPEPE, KAU	K05448	7/08/61	5/30/90*	7	85.50
CALIF-NEVADA-HAWAII	WEST END, ONTARIO/UPLAND	K07190	4/10/73	6/30/90*	16	.00
CALIF-NEVADA-HAWAII	WESTWOOD VILLAGE, LOS ANG	K01998	4/13/34	6/30/90*	16	.00
CALIF-NEVADA-HAWAII	PALO ALTO SENIOR CENTER,P	K10427	8/19/81	7/01/90*	11	.00
CALIF-NEVADA-HAWAII	GRASS VALLEY-NEVADA CITY	K06148	5/11/66	7/27/90*	2	.00
CALIF-NEVADA-HAWAII	GREATER SUNNYVALE	K12527	9/29/88	7/30/90*	13	.00
CALIF-NEVADA-HAWAII	LA VERNE-SAN DIMAS	K03638	5/03/51	7/31/90*	7	.00
CALIF-NEVADA-HAWAII	SAN FRANCISCO-ASIAN AMERI	K12569	12/09/88	9/30/90	20	499.75
CALIF-NEVADA-HAWAII	WAIHEA-KAMUELA	K12619	1/26/89	9/30/90	11	586.90
					327	1,984.10

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9/21/90		EXHIBIT G		TOTAL NOT-MEETING CLUBS		PAGE 2	
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DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.	A/R BALANCE	
CAPITAL	SUNRISE GOLDEN K OF NORTH	K12792	8/17/89	3/31/90*	38	541.50	
CAPITAL	CROZET-IVY	K12471	9/13/88	4/01/90*	9	.00	
CAPITAL	THE MONOCACY, FREDERICK	K11605	10/30/85	7/25/90*	32	.00	
CAPITAL	VIRGINIA BEACH-MID CITY	K07155	3/06/73	8/17/90*	10	.00	
					89	4	541.50
CAROLINAS	WEST CHARLOTTE	K12245	3/02/88	3/31/89*	0	693.75	
CAROLINAS	THE CRYSTAL COAST-SWANSBO	K12473	9/14/88	9/30/89*	12	.00	
CAROLINAS	FRIPP ISLAND	K12408	7/13/88	1/01/90*	13	157.30	
CAROLINAS	SELMA	K01174	2/07/24	4/26/90*	9	99.75	
					34	4	950.80
E CANADA AND CARIBBEAN	POINT FORTIN	K10370	5/30/81	12/21/89*	11	15.00	
E CANADA AND CARIBBEAN	BONAIRE	K09234	6/29/78	3/31/90	11	294.25	
E CANADA AND CARIBBEAN	CHAPELTON	K07815	7/09/75	3/31/90	6	121.50	
E CANADA AND CARIBBEAN	RAIZET-INTERNATIONAL	K12548	10/07/88	3/31/90	27	628.50	
E CANADA AND CARIBBEAN	SAN JOSE	K12347	4/28/88	3/31/90	25	515.75	
E CANADA AND CARIBBEAN	BASSE-TERRE	K10009	7/01/80	8/01/90*	24	57.00	
E CANADA AND CARIBBEAN	TOURTONNE, PARAMARIBO	K10715	6/14/82	8/01/90*	22	707.50-	
E CANADA AND CARIBBEAN	WANICA	K12463	9/03/88	8/01/90*	19	22.75-	
E CANADA AND CARIBBEAN	D'ABADIE	K12453	8/16/88	9/30/90	16	423.50	
E CANADA AND CARIBBEAN	NICKERIE	K11680	9/17/85	9/30/90	12	249.80	
					173	10	1,575.05
FLORIDA	NORTH TAMPA	K04406	3/29/55	6/30/89*	11	.00	
FLORIDA	KEY WEST	K03143	4/22/48	8/21/89*	20	.00	
FLORIDA	MAITLAND	K05571	3/22/62	10/01/89*	15	303.30	
FLORIDA	CLEWISTON	K10018	7/29/80	11/10/89*	12	188.30	
FLORIDA	BELLEVIEW	K10984	9/14/83	3/14/90*	17	.00	
FLORIDA	FORT MYERS EAST	K11435	4/17/85	3/21/90*	9	.00	
FLORIDA	GULF BREEZE-TIGER POINT	K12100	9/10/87	3/30/90*	11	.00	
FLORIDA	LAKE SQUARE, LEESBURG	K11564	9/30/85	4/01/90*	2	.00	
FLORIDA	SOUTH WEST BROWARD, PEMBR	K12214	1/11/89	6/12/90*	17	.00	
					114	9	491.60
GEORGIA	COUNTY CORNERS, MARIETTA	K11662	3/03/85	10/01/89*	11	157.30	
GEORGIA	WASHINGTON COUNTY-SANDERS	K12384	8/12/83	10/01/89*	17	386.10	
GEORGIA	LIBERTY COUNTY, HINESVILL	K12572	12/01/88	1/01/90*	30	216.60	
					58	3	760.00

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AR0357		EXHIBIT G TOTAL NOT-MEETING CLUBS				
DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.	A/R BALANCE
ILLINDIS-EASTERN IOWA	WEST JOLIET	K10472	9/22/81	9/30/89*	19	185.25
ILLINDIS-EASTERN IOWA	FAIRBURY	K11747	6/19/86	3/28/90*	10	.00
					29	185.25
INDIANA	CONNERSVILLE SUNDOWNERS	K08786	6/21/77	11/11/89*	16	210.25
INDIANA	GREATER PORTAGE AREA	K12507	9/27/88	11/11/89*	23	328.90
INDIANA	WAKARUSA	K10995	9/27/83	11/11/89*	26	371.80
INDIANA	ZIONSVILLE COMMUNITY	K11411	3/14/85	5/29/90*	12	.00
INDIANA	LAKE SIDE-WARSAW	K08103	9/15/75	6/25/90*	15	213.75
INDIANA	SOUTH WHITLEY	K10450	9/09/81	6/25/90*	12	171.00
INDIANA	THE LAKES OF THE FOUR SEA	K12103	9/15/87	7/01/90*	19	.00
					123	1,295.70
INT'L EXTENSION	SANTO DOMINGO	K08664	3/22/77	10/31/88*	0	.00
INT'L EXTENSION	SINGAPORE	K06810	6/15/71	3/31/89	0	517.50
INT'L EXTENSION	AMMAN	K08718	3/29/77	9/30/89	23	552.00
INT'L EXTENSION	COMOROS, COMOROS REPUBLIC	K11288	8/21/84	9/30/89	16	433.90
INT'L EXTENSION	HAN YANG, SEOUL	K10720	4/11/82	9/30/89	37	1,165.50
INT'L EXTENSION	IPDH	K12251	1/31/88	9/30/89	30	480.00
INT'L EXTENSION	MOKPO	K11759	4/10/86	9/30/89	20	630.00
INT'L EXTENSION	NAMSAN, SEOUL	K09996	6/14/80	9/30/89	27	850.50
INT'L EXTENSION	SAE HANGANG, SEOUL	K12255	2/22/88	9/30/89	48	981.50
INT'L EXTENSION	SUH SEOUL	K12180	11/03/87	9/30/89	32	768.00
INT'L EXTENSION	KYUNGJU	K12528	8/30/88	3/31/90	26	891.28
INT'L EXTENSION	LEVITTOWN, TOA BAJA	K12617	1/26/89	3/31/90	20	828.00
INT'L EXTENSION	DAKAR	K10000	6/14/80	9/30/90	24	432.00
INT'L EXTENSION	DONGSHIM, SEOUL	K12396	6/15/88	9/30/90	32	666.00
INT'L EXTENSION	HWARANG, SEOUL	K12397	6/25/88	9/30/90	25	543.75
INT'L EXTENSION	INCHON	K09282	8/19/78	9/30/90	44	790.50
INT'L EXTENSION	JOONG ANG, SEOUL	K12229	1/18/88	9/30/90	3	69.00
INT'L EXTENSION	LA QUIACA	K12847	8/05/89	9/30/90	20	360.00
INT'L EXTENSION	MELAKA	K12604	10/06/88	9/30/90	20	360.00
INT'L EXTENSION	NAM SEOUL	K09506	2/20/79	9/30/90	39	673.50
INT'L EXTENSION	NEW SEOUL	K12256	2/25/88	9/30/90	53	872.40
INT'L EXTENSION	SINAN	K12165	9/18/87	9/30/90	30	637.50
					559	13,502.83
KANSAS	SUBLETTE	K12714	4/20/89	10/01/89*	25	.00
KANSAS	PONY EXPRESS, ELWOOD-WATH	K12681	4/01/89	4/01/90*	26	.00
					51	.00
KENTUCKY-TENNESSEE	HALLS, KNOXVILLE	K12239	2/24/88	3/31/90*	7	.00



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DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBR.		A/R BALANCE		
KENTUCKY-TENNESSEE	LYON COUNTY	K13018	1/30/90	9/05/90*	25		365.65		
					32	2	365.65		
LOUISIANA-MISS-W TENN	PONTJTOC	K12221	1/27/88	9/30/89*	23		637.30		
LOUISIANA-MISS-W TENN	BAKER	K12351	5/27/88	10/01/89*	13		57.20		
LOUISIANA-MISS-W TENN	CHOUJURANT-DOWNSVILLE	K11929	1/29/87	1/26/90*	17		243.10		
LOUISIANA-MISS-W TENN	PACEMAKER CITY, MONROE	K04616	5/07/55	3/31/90*	6		.00		
LOUISIANA-MISS-W TENN	SCOTLANDVILLE, BATON ROUG	K10765	8/26/82	6/25/90*	14		342.55		
					73	5	1,280.15		
MICHIGAN	WARREN-NORTH	K12479	9/14/88	9/30/89*	7		.00		
					7	1	.00		
MISSOURI-ARKANSAS	GRANDVIEW	K05164	9/23/59	6/15/89*	8		102.80		
MISSOURI-ARKANSAS	NEVADA	K12282	3/29/88	6/15/89*	10		.00		
MISSOURI-ARKANSAS	MARSHFIELD	K12104	9/16/87	6/20/89*	14		179.90		
MISSOURI-ARKANSAS	POTOSI	K12392	6/29/88	7/15/89*	20		.00		
MISSOURI-ARKANSAS	BERKELEY	K06861	9/30/71	9/10/89*	10		.00		
MISSOURI-ARKANSAS	CLARENDON	K12614	2/16/89	9/15/89*	30		.00		
MISSOURI-ARKANSAS	NEW MADRID	K06553	8/26/69	9/20/89*	10		.00		
MISSOURI-ARKANSAS	CROSS KEYS, FLORISSANT	K12495	9/21/88	10/01/89*	2		.00		
MISSOURI-ARKANSAS	MALDEN AREA	K12794	8/08/89	10/01/89*	23		.00		
MISSOURI-ARKANSAS	MORNING (THE), MEXICO	K10556	11/11/81	10/01/89*	9		.00		
MISSOURI-ARKANSAS	ST. JOSEPH DAYBREAK	K10793	9/21/82	10/01/89*	3		42.90		
MISSOURI-ARKANSAS	CROWN CENTER, KANSAS CITY	K10524	10/01/81	11/01/89*	11		102.80		
MISSOURI-ARKANSAS	HARRISBURG	K11115	3/08/84	3/31/90	17		403.63		
MISSOURI-ARKANSAS	ELLISVILLE	K12338	5/18/88	4/26/90*	9		15.00		
					176	14	847.03		
MONTANA	GERALDINE	K07780	5/14/75	4/01/90*	12		142.50		
					12	1	142.50		
NEBRASKA-IDA	ASHLAND	K12059	8/06/87	9/30/89*	13		.00		
NEBRASKA-IDA	ALBIA	K12272	3/24/88	3/31/90*	15		213.75		
NEBRASKA-IDA	STATE CENTER	K10255	3/07/81	3/31/90*	15		185.25		
					43	3	399.00		
NEW ENGLA	LOWER CONNECTICUT RIVER V	K099	5/14/80	9/30/89*	11		77.10		

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DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBR.	A/R BALANCE
NEW ENGLAND	SHELTON-DERBY	K01181	2/22/24	9/30/89	24	650.00
NEW ENGLAND	WELLS AND THE KENNERBUNKS	K11581	10/01/85	9/30/89*	12	.00
NEW ENGLAND	WINCHESTER	K03682	7/23/51	10/01/89*	11	.00
NEW ENGLAND	CHICPEE	K01046	6/03/23	2/18/90*	14	367.95
					72	5
						1,095.05
NEW JERSEY	HILLSBOROUGH/MONTGOMERY A	K10327	5/12/81	6/29/90*	8	.00
					8	1
						.00
NEW YORK	BINGHAMTON WEST	K06490	4/09/69	6/26/89*	8	115.65
NEW YORK	HEIGHTS-TREMONT GOLDEN K	K12545	10/01/88	9/30/89*	28	.00
NEW YORK	RAVENA-COEYMANS-SELKIRK	K12561	11/17/88	9/30/89*	29	372.65
NEW YORK	SCARSDALE	K12145	9/30/87	11/30/89*	38	543.40
NEW YORK	VERNON	K03492	5/01/50	2/01/90*	6	171.60
NEW YORK	SOUTH HUNTINGTON-DIX HILL	K11943	2/24/87	3/02/90*	5	71.50
NEW YORK	DEER PARK	K12259	3/13/88	5/09/90*	16	513.00
NEW YORK	CORNWALL	K06753	4/06/71	6/01/90*	11	15.00-
NEW YORK	EASTSIDE BUFFALO	K06463	12/18/68	6/25/90*	13	.00
NEW YORK	ELI BARRIO OF EAST HARLEM	K12018	6/11/87	9/30/90	27	1,117.80
NEW YORK	HARLEM	K07594	9/25/74	9/30/90	14	381.70
NEW YORK	J F K AIRPORT, NEW YORK C	K12148	9/30/87	9/30/90	9	486.80
NEW YORK	MIDDLE VILLAGE	K09799	11/30/79	9/30/90	16	485.35
					220	13
						4,244.45
NEW ZEALAND-SOUTH PACIFIC	BLENHEIM	K08546	10/11/75	8/20/89*	9	.00
NEW ZEALAND-SOUTH PACIFIC	MT. ALBERT, AUCKLAND	K10589	11/14/81	5/23/90*	10	108.00
NEW ZEALAND-SOUTH PACIFIC	AVONDALE	K06964	2/01/72	9/30/90	19	288.00
NEW ZEALAND-SOUTH PACIFIC	DUNEDIN NORTH	K08470	8/24/76	9/30/90	20	414.00
					58	4
						810.00
OHIO	STRONGSVILLE	K03750	11/23/51	8/18/89*	9	.00
					9	1
						.00
PACIFIC NORTHWEST	MILL CREEK	K11931	2/03/87	9/30/89*	10	143.15
PACIFIC NORTHWEST	SHORELINE, SEATTLE	K07030	8/16/72	3/31/90*	2	6.88-
PACIFIC NORTHWEST	CAPITOL-OLYMPIA	K12350	5/26/88	4/01/90*	19	477.30
PACIFIC NORTHWEST	WYAM, THE DALLIES	K06211	12/29/65	4/01/90*	18	.00
PACIFIC NORTHWEST	BURNABY	K12666	4/20/89	5/17/90*	24	.00
PACIFIC NORTHWEST	MASON COUNTY SENIORS, SHE	K07546	8/08/74	7/01/90*	24	.00

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TOTAL NOT-MEETING CLUBS

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.	A/R BALANCE
PACIFIC NORTHWEST	GOLDEN K WOODBURN	K12829	9/11/89	8/17/90*	15	2.99-
PACIFIC NORTHWEST	KEIZER, SALEM	K09332	9/27/78	8/17/90*	14	.00
					126	610.58
PENNSYLVANIA	GERMANTOWN, PHILADELPHIA	K03062	11/25/47	9/15/89*	7	.00
PENNSYLVANIA	GVERNOR MIFFLIN, SHILLIN	K12025	6/23/87	9/15/89*	35	321.25
PENNSYLVANIA	SJBURBAN BETHLEHEM	K05596	4/30/62	9/15/89*	8	102.80
PENNSYLVANIA	REYNOLDSVILLE	K00832	8/18/22	9/29/89*	12	.00
PENNSYLVANIA	BETHEL PARK	K03015	8/11/47	7/12/90*	12	.00
PENNSYLVANIA	AIRPORT AREA, MOON	K11357	11/15/84	8/24/90*	18	285.00
					92	709.05
PHILIPPINE LUZON	QUEZON CITY NORTH, LAGRO	K12394	7/03/88	8/12/89	9	201.15
PHILIPPINE LUZON	TIMOG, QUEZON CITY	K12441	8/23/88	9/15/89	20	190.60
PHILIPPINE LUZON	ANTIPOLO CENTRAL	K12329	5/13/88	9/30/89	31	465.00
PHILIPPINE LUZON	BANGUS CITY, DAGUPAN CITY	K12298	4/08/88	9/30/89	21	459.90
PHILIPPINE LUZON	CALAJAG	K10315	2/20/81	9/30/89	12	180.00
PHILIPPINE LUZON	FREEDOM PARK, MALACANANG,	K12459	8/30/88	9/30/89	20	190.60
PHILIPPINE LUZON	INDANG, CAVITE	K10531	10/01/81	9/30/89	13	195.00
PHILIPPINE LUZON	MANDALUYONG	K07285	8/03/73	9/30/89	2	247.50
PHILIPPINE LUZON	MANDALUYONG EAST	K11465	5/30/85	9/30/89	9	458.50
PHILIPPINE LUZON	MARAGONDON, CAVITE	K11520	8/18/85	9/30/89	33	1,335.00
PHILIPPINE LUZON	MASANTOL, PAMPANGA, PHILI	K11143	4/08/84	9/30/89	11	1,072.50
PHILIPPINE LUZON	SAN MANUEL BUILDERS	K12449	8/27/88	9/30/89	20	190.60
PHILIPPINE LUZON	SAN ROQUE, MARIKINA	K12451	8/28/88	9/30/89	21	199.38
PHILIPPINE LUZON	TANDANG SDRA, QUEZON CITY	K11696	4/20/86	9/30/89	7	258.90
PHILIPPINE LUZON	MIDTOWN QUEZON CITY	K11716	5/14/86	3/31/90	6	201.00
PHILIPPINE LUZON	MORONG, BATAAN	K12241	2/27/83	3/31/90	16	415.50
PHILIPPINE LUZON	PASAY NORTH, SAN JOSE DIS	K12610	1/25/89	3/31/90	24	612.00
PHILIPPINE LUZON	SAN JUAN, RIZAL	K07559	8/05/74	3/31/90	13	418.50
PHILIPPINE LUZON	TANGLAW NG CAINTA	K12567	10/23/88	3/31/90	31	790.50
PHILIPPINE LUZON	ADRIATICO, MALATE, MANILA	K12815	8/26/89	9/30/90	20	360.00
PHILIPPINE LUZON	ALFONSO	K12673	10/10/88	9/30/90	23	595.50
PHILIPPINE LUZON	ASINGAN	K12789	8/12/89	9/30/90	31	567.00
PHILIPPINE LUZON	BACLARAN, PARANAQUE, METR	K12371	6/11/83	9/30/90	24	405.80
PHILIPPINE LUZON	BALANGA	K09916	2/28/80	9/30/90	16	243.07
PHILIPPINE LUZON	BAYVIEW, MANILA	K12857	8/30/89	9/30/90	20	360.00
PHILIPPINE LUZON	BEL AIR VILLAGE, MAKATI,	K12856	9/27/89	9/30/90	20	360.00
PHILIPPINE LUZON	BJENDIA, MAKATI, METRO MA	K12859	8/27/89	9/30/90	20	360.00
PHILIPPINE LUZON	CABAYATUAN CITY	K07530	6/12/74	3/30/90	18	430.50
PHILIPPINE LUZON	CARDONA CENTRAL	K12805	8/28/89	9/30/90	30	288.00
PHILIPPINE LUZON	DALAMPASIGAN (MERCEDES)	K12686	3/13/89	9/30/90	20	360.00
PHILIPPINE LUZON	GREATER MANILA	K12862	8/29/89	9/30/90	20	360.00
PHILIPPINE LUZON	KATIPUNAN, LOYOLA HEIGHTS	K12409	7/15/88	9/30/90	7	207.00
PHILIPPINE LUZON	LUNETTA, MANILA	K12860	8/29/89	9/30/90	20	360.00

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DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.	A/R BALANCE
PHILIPPINE LUZON	MANILA CENTRAL	K12821	8/30/89	9/30/90	20	360.00
PHILIPPINE LUZON	METRO BAGUIO, BAGUIO CITY	K12440	8/22/88	9/30/90	17	306.00
PHILIPPINE LUZON	NINYO AQUINO, CONCEPCION	K12806	8/21/89	9/30/90	20	198.00
PHILIPPINE LUZON	DAS	K08771	5/22/77	9/30/90	12	342.00
PHILIPPINE LUZON	DLONGAPO CITY	K07477	3/09/74	9/30/90	15	351.00
PHILIPPINE LUZON	PACITA COMPLEX, SAN PEDRO	K10978	7/23/83	9/30/90	19	498.00
PHILIPPINE LUZON	PACO, MANILA	K12816	8/26/89	9/30/90	20	360.00
PHILIPPINE LUZON	PARACALE	K12788	8/02/89	9/30/90	28	486.66
PHILIPPINE LUZON	PASONG TAMO EAST, MAKATI,	K12819	8/28/89	9/30/90	20	360.00
PHILIPPINE LUZON	PEDRO GIL, MAKATI, MANILA	K12822	8/30/89	9/30/90	20	360.00
PHILIPPINE LUZON	PROGRESSIVE PURA	K12785	7/30/89	9/30/90	21	432.00
PHILIPPINE LUZON	SINAG NG CARMONA	K12424	8/07/88	9/30/90	13	289.60
PHILIPPINE LUZON	SINUKUAN, MAGALANG	K12625	2/18/89	9/30/90	20	510.00
PHILIPPINE LUZON	ST. JUDE VILLAGE, SAN FER	K12717	5/20/89	9/30/90	20	360.00
PHILIPPINE LUZON	SUMMER CAPITAL, BAGUIO CI	K12771	7/21/89	9/30/90	20	360.00
PHILIPPINE LUZON	TAGAYTAY CITY	K11616	11/23/85	9/30/90	16	633.00
PHILIPPINE LUZON	TAYTAY	K12632	2/24/89	9/30/90	24	612.00
PHILIPPINE LUZON	UNITED NATIONS, ERMITA, M	K12817	8/26/89	9/30/90	22	396.00
PHILIPPINE LUZON	VILLASIS	K12796	8/21/89	9/30/90	28	504.00
PHILIPPINE LUZON	VITO CRUZ, MANILA	K12820	8/28/89	9/30/90	20	360.00
PHILIPPINE LUZON	WALLED CITY, INTRAMURDS,	K12818	8/27/89	9/30/90	20	360.00
PHILIPPINE LUZON	WESTERN MANILA	K12861	8/29/89	9/30/90	20	360.00
					1,043	22,137.26
PHILIPPINE SOUTH	KABANGKALAN	K12330	5/14/88	7/15/89	39	799.57
PHILIPPINE SOUTH	ARAS-ASAN	K11731	4/13/85	9/30/89	20	712.50
PHILIPPINE SOUTH	MACTAN, LAPU LAPU CITY	K12280	3/26/88	9/30/89	21	675.00
PHILIPPINE SOUTH	DAVAD-GULF	K11114	3/02/84	3/31/90	11	280.50
PHILIPPINE SOUTH	MIAGAO TOWN	K11933	1/11/87	3/31/90	4	102.00
PHILIPPINE SOUTH	NEW HORIZON, GENERAL SANT	K12435	8/14/88	3/31/90	5	600.00
PHILIPPINE SOUTH	TAGBILARAN	K09038	0/00/00	3/31/90	18	744.00
PHILIPPINE SOUTH	COPPER CITY, TOLEDO CITY	K12616	1/07/89	9/30/90	43	588.00
PHILIPPINE SOUTH	DATU SIKATUNA, TAGBILARAN	K11091	2/11/84	9/30/90	22	405.00
PHILIPPINE SOUTH	DUPONG BAY	K12827	10/02/88	9/30/90	22	534.00
PHILIPPINE SOUTH	KALINAN	K11908	10/18/86	9/30/90	28	504.00
PHILIPPINE SOUTH	LANANG	K12896	2/25/89	9/30/90	22	363.00
PHILIPPINE SOUTH	MIRAL, BANSALAN	K12674	2/26/89	9/30/90	11	462.00
PHILIPPINE SOUTH	PANABO NORTH	K12795	7/16/89	9/30/90	30	504.00
PHILIPPINE SOUTH	PERLAS KALINAN, DAVAD CIT	K12855	9/20/89	9/30/90	23	414.00
PHILIPPINE SOUTH	PINEAPPLE COUNTRY	K10012	7/15/80	9/30/90	22	396.00
PHILIPPINE SOUTH	SAN ANTONIO, ARAS-ASAN, C	K12596	5/01/89	9/30/90	25	450.00
					366	8,533.57
REPUBLIC OF CHINA	CHU PEI	K12845	8/20/89	9/30/90	20	360.00
REPUBLIC OF CHINA	CHUNG YUAN	K12279	2/07/88	9/30/90	22	396.00

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## EXHIBIT G

## TOTAL NOT-MEETING CLUBS

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBR.	A/R BALANCE	
REPUBLIC OF CHINA	HSIN KUANG, TAICHUNG	K12745	2/28/89	9/30/90	25	497.00	
REPUBLIC OF CHINA	NORTH TAIPEI	K07369	10/28/73	9/30/90	26	468.00	
REPUBLIC OF CHINA	PAO SHIN, TAICHUNG	K12747	5/24/89	9/30/90	50	886.50	
					143	5	2,607.50
ROCKY MOUNTAIN	GOSHEN COUNTY, TORRINGTON	K10155	10/23/80	8/01/89*	12	115.65	
ROCKY MOUNTAIN	JAMBOREE, COLORADO SPRING	K12535	9/30/88	9/25/89*	6	.00	
ROCKY MOUNTAIN	DIL CAPITAL, CASPER	K04810	6/11/57	4/01/90*	9	.00	
ROCKY MOUNTAIN	LAKEWOOD	K02378	5/22/40	5/31/90*	8	.00	
					35	4	115.65
SOUTHWEST	PAGE	K11042	11/16/83	6/30/89*	13	.00	
SOUTHWEST	BLOOMFIELD	K10362	6/11/81	9/30/89*	11	298.65	
SOUTHWEST	TEMPE HOHOKAM	K12194	12/16/87	9/30/89*	2	.00	
SOUTHWEST	HUACHUCA, SIERRA VISTA	K11660	2/27/86	4/01/90*	5	.00	
SOUTHWEST	BENSON	K12075	8/19/87	5/01/90*	8	85.50	
SOUTHWEST	GLOBE-MIAMI	K11618	11/26/85	6/23/90*	9	128.25	
SOUTHWEST	PHOENIX-CAMELHEAD	K12693	4/20/87	6/23/90*	5	.00	
					53	7	512.40
TEXAS-OKLAHOMA	ANTLERS	K11172	4/24/84	1/16/89*	2	501.55	
TEXAS-OKLAHOMA	BOGATA	K12193	12/15/87	6/01/89*	36	603.25	
TEXAS-OKLAHOMA	SEAGOVILLE	K12422	8/04/88	6/01/89*	16	79.25	
TEXAS-OKLAHOMA	EAST FORT WORTH	K04244	7/27/54	6/20/89*	9	.00	
TEXAS-OKLAHOMA	CENTER	K04460	6/06/55	9/30/89*	13	.00	
TEXAS-OKLAHOMA	CORPUS CHRISTI SUNRISE	K12581	12/12/88	9/30/89*	6	.00	
TEXAS-OKLAHOMA	DUNCANVILLE	K09105	2/16/78	9/30/89*	13	.00	
TEXAS-OKLAHOMA	HILL COUNTRY-SAN ANTONIO	K12462	9/06/88	9/30/89*	12	.00	
TEXAS-OKLAHOMA	NORTH RESEARCH, AUSTIN	K12211	1/05/88	9/30/89	2	591.75	
TEXAS-OKLAHOMA	QUITMAN	K12349	5/26/88	1/31/90*	26	185.90	
TEXAS-OKLAHOMA	OKLAHOMA CITY ROCKWEST	K12007	5/20/87	3/24/90*	1	.00	
TEXAS-OKLAHOMA	MARFA	K12811	9/05/89	3/31/90*	26	.00	
TEXAS-OKLAHOMA	CROWLEY	K11432	4/09/85	7/01/90*	11	.00	
TEXAS-OKLAHOMA	ATHEYS, BREAKFAST	K06471	1/03/69	8/01/90*	24	.00	
TEXAS-OKLAHOMA	BASTROP	K07440	4/04/74	8/01/90*	22	282.70	
TEXAS-OKLAHOMA	DEPORT	K11805	9/01/86	8/01/90*	1	.00	
TEXAS-OKLAHOMA	TRENTON	K11121	3/15/84	8/01/90*	15	.00	
TEXAS-OKLAHOMA	OKLAHOMA CITY, AIR AND IN	K06444	11/05/68	8/15/90*	3	.00	
					238	18	2,244.40
UTAH-IDAHO	NORTH UTAH COUNTY	K07729	3/13/75	11/01/89*	8	.00	

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EXHIBIT G

TOTAL NOT-MEETING CLUBS

DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRS.	A/R BALANCE
UTAH-IDAHO	CLINTON	K10782	9/15/82	1/15/90*	2 ----- 10 ----- 2	.00 ----- .00 -----
WEST VIRGINIA	DUNBAR-INSTITUTE	K07512	6/05/74	7/01/89*	5 ----- 5 ----- 1	.00 ----- .00 -----
WESTERN CANADA	BOW VALLEY, CALGARY	K04391	3/14/55	4/01/90*	7 ----- 7 ----- 1	99.75 ----- 99.75 -----
WISCONSIN-UPPER MICH	JANESVILLE-BREAKFAST	K11703	5/01/86	6/23/89*	17	218.45
WISCONSIN-UPPER MICH	GREATER FOND DU LAC	K11182	5/02/84	9/30/89*	7	.00
WISCONSIN-UPPER MICH	NORTHWEST MILWAUKEE	K04004	6/15/53	9/30/89*	9	.00
WISCONSIN-UPPER MICH	DCONTO FALLS	K01313	12/15/24	4/01/90*	7	.00
WISCONSIN-UPPER MICH	FITCHBURG	K12474	9/14/88	8/08/90*	15 ----- 55 ----- 5	.00 ----- 218.45 -----
REPORT TOTALS					4,568 ----- 278 -----	70,355.25 -----

\* = DISTRICT ACTION

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EXHIBIT G

TOTAL NOT-MEETING CLUBS

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DISTRICT NAME	CLUB NAME	CLUB KEY	DATE ORGANIZED	NOT-MEETING DATE	NO. OF MBRs.	FED. AMT. SFR.	INTL. A/R SFR.
BELGM-LUXMBG-FRANC-MONACO	AIX-DOYEN	K08709	4/21/77	9/30/90	33	480.00	886.00
BELGM-LUXMBG-FRANC-MONACO	BJRDEAUX-CHARTRONS	K12635	3/02/89	9/30/90	20	337.50	540.00
BELGM-LUXMBG-FRANC-MONACO	GRENOBLE	K09082	3/04/78	9/30/90	25	397.50	896.00
BELGM-LUXMBG-FRANC-MONACO	LIBOURNE	K12642	3/15/89	9/30/90	26	532.50	833.50
BELGM-LUXMBG-FRANC-MONACO	MARSEILLE-DOYEN	K07919	12/21/70	9/30/90	37	540.00	1,016.00
BELGM-LUXMBG-FRANC-MONACO	MENDE LES SOURCES	K11568	9/23/85	9/30/90	22	187.50	294.50
BELGM-LUXMBG-FRANC-MONACO	PARIS	K07933	12/03/65	9/30/90	17	750.00	918.00
BELGM-LUXMBG-FRANC-MONACO	PARIS-VENDOME	K09551	4/20/79	9/30/90	20	375.00	540.00
BELGM-LUXMBG-FRANC-MONACO	PERPIGNAN PAYS CATALAN	K11427	2/02/85	9/30/90	33	232.50	506.50
BELGM-LUXMBG-FRANC-MONACO	SENS	K10123	9/27/80	9/30/90	26	420.00	778.00
BELGM-LUXMBG-FRANC-MONACO	TOULOUSE HERMES	K12361	5/28/88	9/30/90	25	375.00	687.00
BELGM-LUXMBG-FRANC-MONACO	VALENCIENNES	K11207	5/22/84	9/30/90	22	375.00	611.00
					12	306	5,002.50
EUROPE NON-DISTRICTED	LISBONNE	K11194	5/03/84	9/30/90	21	375.00	567.00
EUROPE NON-DISTRICTED	PRINCIPAT D'ANDORRA	K11030	9/30/83	9/30/90	34	780.00	1,404.00
EUROPE NON-DISTRICTED	STEVENAGE AND DISTRICT	K08205	12/29/75	9/30/90	12	187.50	162.00
EUROPE NON-DISTRICTED	WISEU	K12078	9/19/87	9/30/90	24	375.00	582.00
					4	91	1,717.50
ITALY-MALTA	ACRI	K12354	5/09/88	9/30/90	20	525.00	810.00
ITALY-MALTA	LAMEZIA-TERME	K11596	10/04/85	9/30/90	26	187.50	337.50
ITALY-MALTA	LECCE	K12331	4/28/88	9/30/90	18	375.00	703.50
ITALY-MALTA	PIAZZA ARMERINA	K08410	6/25/76	9/30/90	40	607.50	1,181.50
ITALY-MALTA	ROME	K08002	4/21/72	9/30/90	49	645.00	1,935.00
ITALY-MALTA	TORINO HOST	K12741	6/06/89	9/30/90	20	300.00	820.00
					6	173	2,640.00
NORDEN	ALFA	K10377	6/20/81	9/30/90	13	562.50	526.50
NORDEN	FYLLINGSDALEN	K08015	5/14/75	9/30/90	19	562.50	737.50
NORDEN	HEIMDAL	K08274	3/08/76	9/30/90	19	1,125.00	1,397.50
					3	51	2,250.00
REPORT TOTALS					25	621	11,610.00

\* = DISTRICT ACTION

9/14/90

1990-91 INTERNATIONAL COMMITTEE APPOINTMENTSBICENTENNIAL OF THE BILL OF RIGHTS (U.S. ONLY)

<b>Chairman:</b>	George M. Scheer, Jr. - 275 Lincoln Piedmont Bldg., 3405 Piedmont Rd., Atlanta, GA 30305 Bus: 404/ 266-1999 (Peachtree, Atlanta Club)	<b>Michele</b>
<b>Members:</b>	Alonzo J. "Lonny" Bryan - 8115 S. Poplar Way, #B203, Englewood, CO 80112 Res: 303/771-6168 (South Denver Club)	<b>N/A</b>
	Charles H. Price - 125 Castlebar Rd., Rochester, NY 14610 Res: 716/442-9532 (Southwest Rochester Club)	<b>Pauline</b>
	E. Murray Taylor - 1436 Peacock Ln., Fairmont, WV 26554 Res: 304/366-2153 (Fairmont Club)	<b>Betty</b>
	Larry R. Tucker - 3901 Quivira, Hutchinson, KS 67502 Bus: 316/665-2937 (Hutchinson Club)	<b>Sue</b>
	Dana C. Weigle - 425 Commerce Dr., Richmond, IN 47374 Bus: 317/962-7413 Fax: 966-4187 (Richmond Club)	<b>Jean</b>

BUILDERS CLUBS

<b>Chairman:</b>	Andrew A. Chaffin - P.O. Box 264, Gadsden, AL 35902 Res: 205/543-3836 (Gadsden Club)	<b>Elsie</b>
<b>Members:</b>	Linda Anne Dougherty - 6653 W. 63rd St., Chicago, IL 60638-4129 Bus: 312/767-4419 (Greater Midway Club)	<b>N/A</b>
	Richard G. Feeser - P.O. Box 372, Taneytown, MD 21787 Res: 717/359-7328 (Taneytown Club)	<b>Pat</b>
	James T. Hebron - 18 Marwill Place, Roslyn Hghts., NY 11577 Bus: 516/575-2456 Fax: 575-7428 (North Shore, Long Island Club)	<b>Binky</b>
	George C. Petersen, Jr. - 485 "E" St., Idaho Falls, ID 83402 Bus: 208/523-4650 Res: 529-0582 Fax: 524-3391 (Idaho Falls Club)	<b>Evelyn</b>
	John A. Ward - 126 Blakeley Pl., Charles Town, WV 25414 Res: 304/725-9520 (Charles Town Club)	<b>Ruth</b>
	James R. Washington - 203 5th Ave., W. Cape May, NJ 08204 Res: 609/884-4812 (Cape May Club)	<b>Alice</b>

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**CHILDREN'S MIRACLE NETWORK TELETHON**

<b>Chairman:</b>	✓ Ces Lawton - 2000 Silver Star Rd., Orlando, FL 32804 Bus: 407/293-8131 Fax: 290-6570 (Orlando Club)	<b>Sharon</b>
<b>Members:</b>	✓ David Black - 245 New Hope Pl., Fayetteville, GA 30214 Res: 404/461-3372 (Fayette County Club)	<b>Lynn</b>
	✓ Ron J. Campbell - 61-371 Westwood Dr., Winnepeg, MB R3C 3E2 CANADA Res: 204/837-8824 Fax: 959-0849 (Winnepeg Club)	<b>Terry</b>
	✓ Charles E. "Chuck" Kaufman - 3510 Brook Dr., Muncie, Indiana 47304 Res: 317/289-5578 (Delaware, Muncie Club)	<b>Joyce</b>
	✓ Jack McGee - P.O. Box 6, Wetumka, OK 74883-0006 Res: 405/452-3951 (Wetumka Club)	<b>Shirley</b>
	✓ Thomas A. Muchler - Mifflinburg Middle School, E. Market St., Mifflinburg, PA 17844 Bus: 717/ 966-1086 (Mifflinburg Club)	<b>Judy</b>
	✓ L.W. "Lou" Stepter - P.O. Box 70, Cave City, AR 75251-0070 Res: 501/283-6198 (Batesville Club)	<b>Jessie Ruth</b>

**CIRCLE K CLUBS**

<b>Chairman:</b>	Chester Bogushas - 60 Bronson Dr., Middlebury, CT 06762 Bus: 203/756-6516 Res: 758-8034 (Waterbury Club)	<b>Else</b>
<b>Members:</b>	Dennis Dimoff - 1323 Algonac, Ann Arbor, MI 48103 Bus: 313/763-9819 Res: 662-0951 Fax: 763-0417 (Brighton Club)	<b>Denise</b>
	Paul L. Frantz - 112 Sunset Blvd., Bozeman, MT 59715 Bus: 406/586-4311 Res: 586-3406 Fax: 587-8435 (Bozeman Club)	<b>N/A</b>
	Donald A. Gier - 507 N. 11th St., Marysville, KS 66508-1404 Bus & Res: 913/562-5483 (Marysville Club)	<b>Mary Ann</b>
	Bruce E. Marich - 38 Glenridge Ave., N. Brunswick, NJ 08902 Res: 201/246-4198 (East Brunswick Club)	<b>Jackie</b>
	Willi Schaefer - 950 Street Rd., Southampton, PA 18966 Bus: 215/355-9050 Fax: 355-9567 (Southampton Club)	<b>Liesel</b>
	Leo J. Sheetz - P.O. Box 1173, (2301 N. Croatan Hwy.), Kill Devil Hills, NC 27948 Res: 919/261-3904 (Kill Devil Hills, The Outer Banks Club)	<b>Mary</b>

✓ = Confirmed since June Board Meeting

### COMMUNITY SERVICES

**Chairman:** L.J. "Les" Mace - 2516 S. Sheridan, Springfield, MO 65804 Bus: 417/886-6887 (Springfield South Club) **Virginia**

**Members:** Eugene Burman - Hollywood & Vine, Centerville, MA 02632 Res: 508/775-5870 Fax: 778-5688 (Hyannis Club) **Marcy**

Robert A. Calabrese - 1352 Culver Rd., Rochester, NY 14609 Bus: 716/482-4080 (Penfield-Perinton Townships Club) **Janis**

Frederick M. Hammill - 17 S. Stratford Dr., Athens, GA 30605 Res: 404/549-2978 (Athens Area Club) **Betty**

Charles E. "Chuck" Kaufman - 3510 Brook Dr., Muncie, IN 47304 Res: 317/289-5578 (Delaware, Muncie Club) **Joyce**

S. Dale Leach - 2732 Woodgrove Dr., Grove City, OH 43123 Res: 614/875-1786 (Grove City Club) **Polly**

F. Keith McGruer - C/O Ottawa-Carlton Economic Development Corp., 111 Lisgar St., Ottawa, ON K2P 2L7 CANADA Bus: 613/236-3500 Res: 226-2548 Fax: 236-9469 (Ottawa Club) **Nancy**

### CONSTITUTION AND BYLAWS

**Chairman:** Ernest Sturch, Jr. - 1810 Oak Hills, Durant, OK 74701 Bus: 405/295-3687 Res: 924-0816 (Durant Club) **Kathy**

**Members:** Mark Arthur, Jr. - P.O. Box 111, (525 Main St.), Russell, KS 67665 Bus: 913/483-3195 (Russell Club) **Judy**

Frank J. DiNoto - 11 Bordeaux, Newport Beach, CA 92660 Bus: 714/833-2363 Fax: 250-9008 (Rosemead Club) **Mary Jane**

Fay H. McDonald - 633 Willow Rd., Naperville, IL 60540 Res: 708/355-3487 (Naperville Club) **Marge**

James B. Richard - 925 Rebecca Ave., Wilkinsburg, Pittsburgh, PA 15221 Res: 412/371-2601 (Wilkinsburg Club) **Nancy**

### COUNCIL AND CONVENTION MUSIC

**Co-Chairmen:** Charles H. Greenwood - 2504 W. Lincolnshire Dr., Muncie, IN 47304 Bus: 317/285-8230 (Muncie Club) **Theresa**

Verrollton C. "Vic" Shaul - 72 Greencroft Dr., Champaign, IL 61821 Res: 217/352-4051 (Champaign-Urbana Club) **Wilma Jane**

(over)

### DISTRICT SECRETARIES

<b>Chairman:</b>	Charles H. "Pheeze" Kemper, Jr. - P.O. Box 86, Troy, MO 63379-0086 Bus & Res: 314/528-7562 Fax: 528-7519 (Troy Club)	<b>Mary Anne</b>
<b>Members:</b>	Gary A. Bionde - Dist. Office: P.O. Box 5214, (42 Main St., Ste. 1, 2nd Flr.), Clinton, NJ 08809 Dist: 201/735-6969 (Caldwell-West Essex Club)	<b>Betty Lou</b>
	Roy H. Frank - P.O. Box 747, (10184 SW Laurel), Beaverton, OR 97075 Bus: 503/641-8869 (Beaverton Club)	<b>Dixie</b>
	George F. Langguth - Dist. Office: P.O. Box 536755, Orlando, FL 32853-6755 (1111 E. Park Lake St., 32803), Dist: 407/898-8751 Res: 677-8274 Fax: 896-6781 (Winter Park Club)	<b>Ann</b>
	Russell L. Luckow - Dist. Office: P.O. Box 1093, (Appleton PCA Bldg., 3962 N. Richmond St.), Appleton, WI 54912 Bus: 414/738-9448 (Appleton Club)	<b>Edna</b>
	Kevin E. Thomas - Dist. Office: 2404 Park Dr., Commerce Park, Harrisburg, PA 17110 Bus: 717/540- 9300 (Cumberland County Club)	<b>Audrey</b>

### EVALUATION OF KIWANIS INTERNATIONAL OFFICE SPACE REQUIREMENTS

<b>Chairman:</b>	Raymond W. Lansford - 46 Verbena Rd., Lake Ozark, MO 65049 Res: 314/365-2152 (Columbia, Missouri Club)	<b>Beuna</b>
<b>Members:</b>	Susan Barber - 1600 7th Ave. S., Birmingham, AL 35233 Bus: 205/939-9183 Fax: 939-9189 (Metropolitan Birmingham Club)	<b>N/A</b>
	David K. Holderman - 62626 Stephanie St., Goshen, IN 46526 Bus: 219/533-0505 (Goshen-Noon Club)	<b>Diane</b>

### GROWTH

<b>Chairman:</b>	George Kane, D.D.S. - 35 E. Grassy Sprain Rd., Yonkers, NY 10710 Bus: 914/337-5252 (East Yonkers Club)	<b>Amy</b>
<b>Members:</b>	Floyd Baugus - P.O. Box 312, (815 S. Meadowbrook), Wynne, AR 72396 Bus & Res: 501/238-3556 (Wynne Club)	<b>Gertie</b>
	Calvin H. Clayton, Sr. - 2704 15th Ave., Forest Grove OR 97116 Res: 503/357-6269 Fax: 644-3600 (Forest Grove Club)	<b>Betty</b>

(GROWTH - cont'd)

**Members:** Douglas R.K. Everett - 2106 Kirk Rd., Youngstown, OH 44511 Bus: 216/726-8101 (Mill Creek Club) **Joan**

A. James Kauffman - P.O. Box 1-P, (700 Main St., Ste. 1104), Richmond, VA 23202-0363 Bus: 804/649-9251 Fax: 644-1710 (Chesterfield Club) **Pat**

Robert W. Last - 962 Martin Ave., Fond du Lac, WI 54935 Res: 414/921-3972 (Fond du Lac Club) **Jackie**

Michael G. Pratt - P.O. Box 1665, (4124 Del Rio Dr., E.), Cottonwood, AZ 86326 Bus: 602/267-7512 Res: 646-6459 (Clarkdale-Verde District Club) **Suzanne**

GROWTH SUBCOMMITTEE - CENTRAL AND SOUTH AMERICA

**Chairman:** Carlos B. Torres - Apdo. Aereo 20292, Cali, COLOMBIA Bus: 57-23/813645 Fax: /617429 (Cali Club) (T) **Odette**

**Members:** ✓ Hector A. Benedetto - Espana 339, 1648 Tigre, Prov. Buenos Aires, ARGENTINA (Tigre Club) (T)

✓ Antonio Pedro Celestino - Praca Getulio Vargas 190, Apto. 201-Centro, Nova Friburgo - RJ, BRAZIL Res: 55-245/220-1116 (Nova Friburgo Club)

✓ Julio Muller - P.O. Box 1065, Nogales, AZ 85628 Bus: 52-631/32698 (Ambos Nogales-Sonora Club)

GROWTH SUBCOMMITTEE - EUROPE

**Chairman:** Hans Servais - Sip 17, 4728 Hergenrath, BELGIUM Bus: 32-87/659996 (Aachen-Urbs Aqensis Club) **Annalie**

**Members:** Jean-Pierre de Harven - Av Massenet 19, 1190 Bruxelles, BELGIUM Bus: 32-2/344-2698 Fax: /347-5711 (Bruxelles Scales Club) **Dominique**

✓ Horst C. Rautenberg - Steenkamp 26, Timmendorfer Strand 2408, GERMANY Bus: 49-451/35021 Fax: /36771 (Luebeck Hanse Club)

✓ Nicolo Russo - 86/B Via L. Orlando, 95014 Giarre, ITALY Bus: 39-95/931622 Res: /938726 (Giarre-Riposto Club) (T) **Graziella**

(T) Requires Translation

(over)

✓ = Confirmed since June Board Meeting

**GROWTH SUBCOMMITTEE - NORTHERN ASIA**

**Chairman:** ✓ Braulio D. "Boy" Hizon - 1336 San Jose St.,  
Balibago, Angeles City, PHILIPPINES (Angeles  
City Club)

**Members:** Seung Ho "Sam" Shim - 20-2, 254-13 Nonhyun-dong,  
Kangnam-ku, 135 Seoul, KOREA Fax: 82-2/  
549-6656 (Hayang Club)

Hernando Streegan - Rhine Marketing Corp., Corner  
of Don V. Sotto & McArthur Blvd., 6000 Cebu City,  
PHILIPPINES Bus: 63-32/53941 Res: /82058  
Fax: /54537 (Cebu Club) **Flor**

✓ Hideo Ueda, M.D. - District Office, Kiwanis Club  
of Toyko, Sankei Bldg. 7-2, Ohtemachi, 1-chome,  
Chiyoda-ku, 100 Tokyo, JAPAN Fax: 81-3/242  
-0637 (Toyko Club) **Takako**

**GROWTH SUBCOMMITTEE - SOUTH PACIFIC**

**Chairman:** Geoff Hergt - 241 Dendy St., Brighton, 3187  
Victoria, AUSTRALIA Res: 61-3/592-6356  
Fax: 547-8864 (Moorabbin Club) **Margaret**

**Members:** G. Ray Peek - P.O Box 156, Victoria Park, 6100  
W.A., AUSTRALIA Res: 61-9/470-1044 Fax:  
/470-3059 (Perth Club) **Margaret**

Neville Puckey - 19 Callard Pl., Hamilton,  
NEW ZEALAND Res: 64-71/60072 Fax: /82666  
(Kirikiriroa Club) **Karen**

**FLAGSHIP CLUBS SUBCOMMITTEE**

**Chairman:** Thomas H. Dunham - P.O. Box 47249, (5340 S.  
Harding St.), Indianapolis, IN 46247 Bus:  
317/788-9761 Fax: 788-9797 (Indianapolis Club) **Patty**

**Members:** Thomas L. Beveridge - 90 Sparks St., Suite 1000,  
Ottawa, Ontario K1P 5T8 CANADA Bus: 613/560-  
2805 (Ottawa Club) **N/A**

Harry Frels - 1895 Camino Del Rio So., San Diego,  
CA 92108 Bus: 619/295-1920 Res: 272-5096 (San  
Diego Club) **Dorothy**

James D. Heymes - 1360 Balfour, Grosse Pointe  
Park, MI 48230 Bus: 313/237-8238 Res: 882-9379  
Fax: 237-6498 (Detroit #1 Club) **Charlotte**

✓ = Confirmed since June Board Meeting

### HUMAN AND SPIRITUAL VALUES

**Chairman:** Stanley E. Snow - P.O. Box 467, Twin Falls, ID 83303 **Betty**  
Bus: 208/733-8314 (Twin Falls Club)

**Members:** David H. Ma - 108 N. Ynez Ave., Ste. 200, Monterey **Grace**  
Park, CA 91754 Bus: 818/288-0688 Fax: 288-9160  
(Monterey Park-Sun Gabriel Valley Club)

Donn H. Roy - 18 Waterford Dr., Englewood, FL 34223 **Betty**  
Res: 813/474-1647 (Englewood Club)

Luther Smith - 5956 Crestwood Cir., Birmingham, AL **Jewell**  
35212 Res: 205/592-3572 (Birmingham Club)

Chris M.A. ter Beek - Postbus 20, 3958 ZT Amerongen, **Paula**  
NETHERLANDS Res: 31-34/52826 Fax: 31-79/212172  
(Amerongen-Leersum Club)

### INTERNATIONALIZATION OF KIWANIS

**Chairman:** Robert D. Hayes - 605 Chestnut Hill Rd., Marietta, **Jean**  
GA 30064 Bus & Res: 404/422-3646 (Marietta Club)

**Members:** Howard Chang - 1-1, Ta Yea Rd, Taichung 40409, **Mu-yen Tang**  
Taiwan, R.O.C. Bus: 86-4/201-5883 Res: /201  
-2898 (Taichung Club)

Michael Henriques - P.O. Box 362, Kingston 6, **Yvonne**  
JAMAICA Bus & Res: 809/927-7866 Fax: /926-7134  
(Kingston Club)

Charles H. Kopeland - Rt. 1, Box 845, Ashland, VA **N/A**  
23005 Bus & Res: 804/798-6863 Fax: 752-7168  
(Ashland Club)

Jean-B. Renucci - 39 Rue de la Republique, 13002 **Denise**  
Marseille, FRANCE Bus: 33-91/908194 Fax: /909484  
(Marseille-Centre Club) (T)

Johan Schnitler - Solhogdveien 32, N-7021 Trondheim, **Gunvor**  
NORWAY Res: 477/943763 Fax: /932328 (Trondheim Club)

✓ Gianni Tinebra - C/O Palazzo di Gius, I-94014 Nicosia, **Maria**  
ITALY Res: 39-95/492073 Bus: /644636 Fax: /639790  
(Nicosia Club)

(T) Requires Translation

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✓ = Confirmed since June Board Meeting

### KEY CLUBS

<b>Chairman:</b>	Roger L. Lawrence - 2215 Kellogg, Ames, IA 50010 Res: 515/232-8402 (Ames Club)	<b>Pauline</b>
<b>Members:</b>	Michael L. Colby - 2311 Oak Ct., Pembroke Pines, FL 33026 Res: 305/431-5879 Fax: 362-4188 (Miami Lakes Club)	<b>N/A</b>
	William J. Dawson - 453 N. Clark St., Nappanee, IN 46550 Res: 219/831-4060 Fax: 258-4594 (Nappanee II Club)	<b>Barb</b>
	Richard L. Prada - 1045 Marsh Creek Ln., Manteca, CA 95336 Res: 209/823-4639 Fax: 239-7421 (Manteca Club)	<b>Vel</b>
	George R. Whitney - P.O. Box 467, (8 Upper Cherry St.), Hardwick, VT 05843 Res: 802/472-6240 (Hardwick Club)	<b>Ruby</b>
	Ralph Wilson, Jr. - P.O. Box 308, (109 N. Maple), Osceola, AR 72370 Bus: 501/563-6035 Fax: 563-6554 (Osceola Club)	<b>Sally</b>

### KIWANIS LEADERSHIP SELECTION

<b>Chairman:</b>	Donald E. Williams - 19 Parkview Dr., Berea, OH 44017 Res: 216/234-5702 - April 1 to Jan. 31 (684 Ellicott Cir., N.W., Port Charlotte, FL 33952 Res: 813/625-8975 - Feb. 1 to Mar. 31) (Berea Club)	<b>Sally</b>
<b>Members:</b>	J.R. "Jim" Brooks - P.O. Box 1927, (7742 E. Pleasant Run), Scottsdale, AZ 85252 Res: 602/443-8968 (Scottsdale Club)	<b>Leanna</b>
	E.B. "Rick" Erickson - 2671 S. Garland St., Lakewood, CO 80227 Res: 303/988-3720 (Green Mountain Club)	<b>Rita</b>
	W. Donald Goodfellow, Q.C. - 1660 Aquitaine Tower 540 5th Ave. S.W., Calgary, AB T2P OM2 CANADA Res: 403 /262-4610 (Calgary Club)	<b>Lois</b>
	L.A. "Larry" Hapgood - 6362 N. Willow Haven Dr., Tucson, AZ 85704 Res: 602/797-8274 (Sunshine, Tucson Club)	<b>Peg</b>
	Gene R. Overholt - 40439 Newporte Dr., Plymouth, MI 48170 Res: 313/453-1147 (Colonial Plymouth Club)	<b>Jane</b>
	Donald G. Wilson - 4209 Ranch View Rd., Ft. Worth, TX 76109 Res: 817/923-1792 (University Area, Ft. Worth Club)	<b>Margaret</b>

### KIWANIS TRAINING AND LEADERSHIP

<b>Chairman:</b>	Lindley H. "Dig" DeGarmo - 3801 Millender Mill Rd., Upperco, MD 21155 Res: 301/239-8363 (Reisterstown Club)	<b>Peggy</b>
<b>Members:</b>	James B. Dye - 9130 Greenway Ct., L-185, Saginaw, MI 48603 Bus: 517/793-9111 (Saginaw, Riverside Club)	<b>Pat</b>
	Laurence S. Kravet - 3 Eagle Ln., Palm Harbor, FL 34683 Res: 813/734-4091 Fax: 789-3224 (Dunedin Club)	<b>Maria</b>
	West McLean - 8453 E. Chaparral Rd., Scottsdale, AZ 85250-7447 Res: 602/945-4772 (North Scottsdale Club)	<b>Mary</b>
	Eliot H. Potter - 100 S.E. 9th St., Apt. 1002, Topeka, KS 66612 Res: 913/235-5996 (Topeka Club)	<b>Treva</b>
	Ronald L. Shaffer - 4011 Homestead Dr., Prairie Village, KS 66208 Res: 913/831-0907 Fax: 384-6088 (Plaza District, Kansas City Club)	<b>Jeannine</b>

### MAJOR EMPHASIS PROGRAM

<b>Chairman:</b>	Preston A. "Pres" Davis - 600 6th Place, S.W., Washington, D.C. 20024 Bus: 202/554-7693 (Capitol Hill Club)	<b>Mary</b>
<b>Members:</b>	Robert W. Evans - 2404 Lyndhurst Dr., Champaign, IL 61820 Res: 217/352-5695 (Champaign-Urbana Noon Club)	<b>Geri</b>
	Kenneth C. Ferror, M.D. - P.O. Box 1328, (1207 Merritt Dr., 92020), El Cajon, CA 92022 Res: 619/ 444-9331 Fax: 224-6253 (North Park, San Diego Club)	<b>Beth</b>
	Clark Harvey - 5119 40th St., Lubbock, TX 79414 Res: 806/799-0380 (Lubbock Club)	<b>Carol</b>
	Sandra Huge - 7418 Dean Rd., Indianapolis, IN 46240 Res: 317/849-4192 Fax: 579-7210 (Indianapolis-Broad Ripple Club)	<b>N/A</b>
	Ronald L. Logsdon - 4016 S. Griffith Ave., Owensboro KY 42302-0630 Bus: 502/686-1610 Fax: 686-1614 (Owensboro Club)	<b>Barbara</b>
	Thomas J. McIntyre - 152 Oakwood Ave., Troy, NY 12180 Bus: 518/271-8396 (Taconic-Raymertown Club)	<b>N/A</b>

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**MAJOR EMPHASIS PROGRAM SUBCOMMITTEE - CARIBBEAN**

**Chairman:** Carlton E. Levy - P.O. Box 364, (20 Banana Walk), **Winsome**  
Kingston 8, JAMAICA Bus: 809/929-3091 Fax: 926-  
8509 (Kingston Club)

**Members:** Rev. Hervis L. Bain, Jr. - P.O. Box N-4467, **Beverly**  
Nassau, BAHAMAS Bus: 809/393-2896 Res: 325-0459  
Fax: 393-2985 (Nassau Club)

Cornelius "Boy" Mendez - Cassandraweg 40, Curacao, **Rose Marie**  
NETHERLANDS ANTILLES Bus: 599-9/75870 Res:  
/77439 Fax: /371312 (Piscadera Club)

R. Sat Ramparsad - P.O. Box 671, (172 Abercromby **N/A**  
St.), Port of Spain, TRINIDAD, WEST INDIES Bus:  
809/623-1639 Res: 637-8279 (Port of Spain Club)

**MAJOR EMPHASIS PROGRAM SUBCOMMITTEE - CENTRAL AND SOUTH AMERICA**

**Chairman:** Jorge Garcia - Cra. 56-B #135-40, P.O. Box 4084, **Nora**  
Bogota, COLOMBIA Bus: 57-1/204-8155 Fax:  
/204-1932 Telex: 45224 (Bogota Club)

**Members:** Miguel Clare - Apdo. 6-5000, El Dorado, PANAMA **Elizabeth**  
Bus: 507/247993 Res: 61939 Fax: /248497  
(Panama Club)

✓ Col. Pedro Velez - Casilla 9, Guayaquil, ECUADOR  
Res: 593-4/350279 (Guayaquil Norte Club) (T)

✓ Dr. Edgar Villota - Calle 21 No. 41-60, Pasto,  
Narino, COLOMBIA Bus: 57-277/32008  
(Villavicencio-Centro Club) (T)

**MAJOR EMPHASIS PROGRAM SUBCOMMITTEE - EUROPE**

**Chairman:** Guy A. Caron, M.D. - 42 Rue des WETZ, 59500 **Marie-Lou**  
Douai, FRANCE Bus: 33-27/888812 Fax: /966598  
(Douai Club)

**Members:** Adalsteinn Adalsteinsson - Hjallasel 14, 109 **Elisabet**  
Reykjavik, ICELAND Res: 354-1/76405 (Akranes-  
Thyrill Club)

Antonio Bonura, M.D. - Via Gregorio Aracri. 24, **Lina**  
I-88100 Catanzaro, ITALY Bus: 39-61/771600  
Res: /761220 Fax: /775217 (Catanzaro Club) (T)

(T) Requires Translation

✓ = Confirmed since June Board Meeting

**(MAJOR EMPHASIS PROGRAM SUBCOMMITTEE - EUROPE - cont'd)**

**Member:** Hubert Chantraine, M.D. - Rue de Verviers, 28, N/A  
B-4700 Eupen, BELGIUM Bus: 32-87/553542  
(Eupen Club)

**MAJOR EMPHASIS PROGRAM SUBCOMMITTEE - NORTHERN ASIA**

**Chairman:** Dr. Juan F. Torres, Jr. - Santo Tomas University Leonie  
Hospital, Suite 203, Espana, Manila, PHILIPPINES  
Bus: 63-2/695-8741 (Antipolo Club)

**Members:** Eric Chu - #20, Liu-Ho 2nd Rd., Kaohsiung, Chiug-Hua Wu  
Taiwan, R.O.C. Bus: 886-7/271-8745 Fax:  
/261-9920 (Kaohsiung Club)

Dr. Hyun Soo Kim - 361, 2-Ka, Kwang Hee-Dong, Soo Ryun  
Choong-Ku, 100 Seoul, KOREA Bus: 82-2/279-8890  
Res: /279-9362 (Seoul Club)

Chooi Tat Wai - 41A, Damai Complex, Jalan Dato Gaik  
Haji Eusoff, 50400 Kuala Lumpur, MALAYSIA Bus:  
60-3/4417518 Fax: /4411291 (Petaling Jaya Club)

**MAJOR EMPHASIS PROGRAM SUBCOMMITTEE - SOUTH PACIFIC**

**Chairman:** Colin G. Miles - P.O. Box 13-371, Christchurch, Jill  
NEW ZEALAND Bus: 64-3/791-786 Fax: /663-585  
(Christchurch Central Club)

**Members:** John "JJ" Jenkins - P.O. Box 152, Glenorie NSW Colleen  
2157, AUSTRALIA Bus: 61-2/652-2280 Fax: same  
as Business # (Manly-Warringah Club)

Vladimir "Val" Urlich - RD1, Tokerau Beach, Mavis  
Kaitaia, NEW ZEALAND Res: 64-9/408-7194  
Kaitaia Club)

**MARKETING OF KIWANIS**

**Chairman:** George D. "Jake" Swartout - 628 Inlet Rd., N. Palm Alice  
Beach, FL 33408 Res: 407/844-8674 Fax: 622-1629  
(The North Palm Beaches Club)

**Members:** William Homisak - 1310 Louisa St., Williamsport, PA Ellie  
17701 Res: 717/323-1495 (Williamsport Club)

William L. Martin - P.O. Box 62, (91 Chestnut St.), Sheila  
Oneonta, NY 13820 Bus: 607/432-1100 (Oneonta Club)

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**(MARKETING OF KIWANIS - cont'd)**

<b>Members:</b>	D.D. "Dick" Mortimer - 649 W. School St., Columbus, WI 53925 Res: 414/623-3455 (Columbus Club)	<b>Beth</b>
	Robert Robson - 381 N. Arizona Ave., #B, Chandler, AZ 85224 Bus: 602/786-0809 Res: 897-7337 (Chandler Club)	<b>N/A</b>
	Alex A. "Bo" Shafer, Jr. - 1115 Shadyland Dr., Knoxville, TN 37919 Bus: 615/546-0761 Fax: 637-2247 (Knoxville Club)	<b>Mary</b>
	William R. Wirth - Heritage Publishing, 500 Furman Rd., Ste. 2, Boone, NC 28607 Bus: 800/438-5967 Res: 704/963-6257 Fax: 264-1267 (Boone Club)	<b>Marj</b>

**ON TO ANAHEIM**

<b>Chairman:</b>	Wayne W. Hoeft, O.D. - 10043 Olivia Terr., Sun Valley, CA 91352 Bus: 213/467-4148 Res: 818/767-6103 (East Hollywood-Los Feliz Club)	<b>Lyn</b>
<b>Members:</b>	I. Douglas Dunipace - 2 N. Central, Ste. 1600, Pheonix, AZ 85004-2393 Bus: 602/262-5832 Fax: 253 3255 (Pheonix Club)	<b>Jan</b>
	Preston W. Forbes - 22 Hampden Park, Tiffin, OH 44883 Res: 419/448-9338 Fax: 448-2124 (Tiffin Club)	<b>Jean</b>
	Clark Gannon - 210 Haynes Dr., Murfreesboro, TN 37129 Res: 615/893-7517 (Stones River Club)	<b>Elsie</b>
	John J. Lucca - P.O. Box 1086, Hammonton, NJ 08037 Res: 609/567-0933 (Hammonton Club)	<b>Sharon</b>
	Phillip C. "Pappy" Rawlins - 8338 Windway Dr., San Antonio, TX 78239 Res: 512/656-5925 (Greater Randolph Area Club)	<b>Sally</b>
	Thomas D. Weldin - 1906 Robin Dr., Camden, SC 29020 Res: 803/432-3263 (Camden Club)	<b>Hap</b>
<b>Advisor:</b>	John B. Wilson - 2182 Westchester Blvd., Spring Hill, FL 34606 Res: 904/683-3947 (From May 1 to Oct. 15 - D-24 Land Harbor, Newland, NC 28657 Res: 704/733-2369) (Spring Hill Club)	<b>Mercedith</b>

### PAST INTERNATIONAL PRESIDENTS

**Chairman:** Anton J. "Tony" Kaiser - 37 Acme Ave., Bethpage, NY 11714 Res: 516/681-5822 (Farmingdale, NY Club) **Mim**

**Members:** All Past International Presidents

### QUALITY AND AWARDS

**Chairman:** Paul E. Tomshany - 1971 Parker, Dexter, MI 48130 Res: 313/426-3632 (Dexter Club) **Gale**

**Members:** Glen Bagnell - Banook Woods, Ste. 612, 30 Brookdale Crestin, Dartmouth, NS B3A 4T7 CANADA Bus: 902/464-2620 (Dartmouth Club) **Shirley**

Richard B. Domingos - 246 Corbin Ave., Macon, GA 31204 Res: 912/743-7334 (Macon Club) **Mary**

Joseph C. Hillier, D.D.S. - 4701 Buckingham Ct., Chester, VA 23831 Bus: 804/748-5008 (Chester Club) **Susanne**

Karl F. Kohlhoff - 15155 E. Elliot, Gilbert, AZ 85234 Bus: 602/644-2273 (East Mesa Club) **Joan**

Warren Mitchell - 1943 26th Ave. Ct., Greeley, CO 80631 Bus: 303/356-2920 Fax: 356-3762 (Greeley Club) **JoAnn**

Raymond I. Wolfson - 180 Allen Ave., Newton, MA 02168 Res: 617/332-0803 (Roxbury Club) **Gertrude**

### RESOLUTIONS

**Chairman:** Gene O'Brien - 5013 SE Allan Rd., Milwaukie, OR 97267 Res: 503/654-3597 (Milwaukie Club) **Marlene**

**Members:** Herbert A. Black, II, J.D. - P.O. Box 269, (12 W. Central St.), Natick, MA 01760 Bus: 508/653-8400 Fax: 650-9287 (Belmont Club) **Marie**

Alfredo Gomez Camacho - Cra. 67 #57A11 Sur, P.O. Box 013554, Bogota COLOMBIA Bus: 011-57-1/2305082 Fax: 2617535 (Bogota Club) (T) **N/A**

Jack K. Frost - 4309 Tamarisk Dr., Oklahoma City, OK 73120 Res: 405/751-7005 (Mayfair, Oklahoma City Club) **Avonne**

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**(RESOLUTIONS - cont'd)**

**Members:** Anton J. "Tony" Kaiser - 37 Acme Ave., Bethpage, NY **Mim**  
11714 Res: 516/681-5822 (Farmingdale Club)

Louis LaFlamme - 476 Ross Haven Ave., Apt. 401, **Michele**  
Fort Murray, AB T9H 4K1 CANADA Bus: 403/743-6095  
Res: 743-4872 Fax: 791-8330 (Calgary Club)

Robert C. Swanson - 6522 Newhall Rd., Charlotte, NC **Helen**  
28226 Res: 704/366-8427 (Mecklenburg, Charlotte Club)

**YOUTH SERVICES**

**Chairman:** Joseph O. Hesch - 217 N. 7th St., Wahpeton, ND 58075 **Carol**  
Res: 701/642-2487 (Wahpeton Club)

**Members:** Myral C. Coatney - 6235 Truman Rd., Kansas City, MO **Billie**  
64126-2692 Bus: 816/231-5600 (Blue Valley, Kansas  
City Club)

Mark Frady - 209 Simone Ave., Carson City, NV **Carla**  
89701 Bus: 916/541-1541 (Carson City Club)

James A. Hallman, D.D.S. - 538 Foxwood Blvd., **Nancy**  
Englewood, FL 34223 Res: 813/475-1081 (Englewood  
Club)

Earl D. McMichael, Jr. - 86 Coveland Dr., Avon Lake, **Lois**  
OH 44012 Res: 216/933-5085 Fax: 933-9586 (Avon Lake  
Club)

J.E. "Gene" Parks - Drawer T, Tryon, NC 28782 Res: **Mary Jo**  
704/859-5142 (Tryon Club)

Anne Marie Wells - P.O. Box 267, (579 Fifth Ave.), **N/A**  
Lansingburgh Station, Troy, NY 12182 Bus: 518/  
457-7103 Res: 235-3675 Fax: 457-3081 (Lansingburgh  
Club)

**AD HOC COMMITTEES**

**FUND RAISING**

**Chairman:** George Engdahl - 32460 Crown Valley Parkway, #211, **N/A**  
Monarch Beach, CA 92677 Bus: 714/556-2121 Fax: 556-  
0156 (Costa Mesa-North Club)

**Members:** Lowell O. "Budd" Amundson - 7701 E. Elida, Tucson, AZ **Ramona**  
85715 Res: 602/298-8648 Fax: 298-5274 (Rincon-Tucson  
Club)

**(FUND RAISING - cont'd)**

**Members:** R. Tyler Bland, Jr. - P.O. Box 1702, (426 First St.), **Trudy**  
W. Point, VA 23181 Res: 804/843-3279 Fax: 843-3338  
(West Point Club)

Mort Freedman - 435 E. Greystone Ave., Monrovia, CA **Fran**  
91016 Res: 818/358-9282 Fax: 359-9314 (Monrovia Club)

David T. Lockwood - 7 Melrose St., Boston, MA **N/A**  
02111 Bus: 617/956-6380 Fax: 350-8321 (Duxbury Club)

John A "Jack" Sundberg - 1980 Sweetbriar Ln., **Betty**  
Rockford, IL 61107 Res: 815/226-1214 (From Jan. 1  
to Apr. 30 - 7406 Lake Breeze Dr., #214, Ft. Myers,  
FL 33907 Res: 813/481-5337) (Rockford Club)

William A. Thacher - 8645 E. Henderson Tr., Inverness, **Jean**  
FL 32650 Res: 904/726-6666 (Floral City Club)

**PROPER FUNCTIONING WITHIN KIWANIS**

**Chairman:** John J. "Jack" Harten - 1879 Ridge Rd., Webster, NY **Jackie**  
14580 Bus: 716/671-7520 (Webster Club)

**Members:** Mark Arthur, Jr. - P.O. Box 111, (525 Main St.), **Judy**  
Russell, KS 67665 Bus: 913/483-3195 (Russell Club)

Bill Wesley Brown - ITEC Dept., CA State University, **Judith**  
Chico, CA 95929-0305 Bus: 916/895-4505 (Greater  
Chico Club)

Robert W. Fowinkle - 6116 45th St. W., Bradenton, **Jan**  
FL 34210 Bus: 813/755-2628 Fax: /753-2968  
(Bayshore Club)

Elbert L. Kidd - 121 Ocala Dr., Montgomery, AL 36117 **Marge**  
Res: 205/277-3728 (Good Morning, Montgomery Club)

William J. McMahon - 7942 S. Komensky, Chicago, IL **Pat**  
60652 Res: 312/767-8745 Fax: 236-9618 (Southwest  
Chicago Club)

Thornton "Pat" Patberg - University of Evansville, **Melba**  
1800 Lincoln Ave., Evansville, IN 47722 Bus: 812/  
479-2361 (Evansville-Green River Club)

Robert G. Wallace - 114 Tuckahoe, Jackson, TN 38305 **N/A**  
Bus: 901/668-4848 (Jackson Club)

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**(PROPER FUNCTIONING WITHIN KIWANIS - cont'd)**

**Members:** Raymond A. Wallander - P.O.Box 2586, Colorado Springs, CO 80901 Bus: 719/635-5588 Res: 593-9592 (The Rampart Range, Colorado Springs Club) **Carol**

Robert G. Wegner - 4038 Grove Ave., Brookfield, IL 60513 Bus: 312/727-4863 Fax: 606-9263 (Brookfield Club) **Donna**

James C. Wilkins - 2730 Lakeview Dr., Fergus Falls, MN 56537 Res: 218/739-9004 Fax: 739-7475 (Fergus Falls Club) **Jean**

**SPECIAL COMMUNICATIONS**

**Chairman:** Robert E. Lynch - 2041 S. Durkee Rd., Grafton, OH 44044 Bus: 216/329-7221 (Grafton-Midview Club) **Janet**

**Member:** Darrell Coover - NAIH, 499 S. Capitol St., S.W., #401, Washington, D.C. 20003 Bus: 202/484-2350 Fax: 484-2356 (Washington, D.C. Club) **Betty**

**1991 INTERNATIONAL CONVENTION COMMITTEES**

**GENERAL HOST COMMITTEE CHAIRMAN**

Robert L. Gibbons - 16222 Monterey Ln, #252, Huntington Beach, CA 92649 Res: 714/840-9516 Fax: 213/921-5892 (Bellflower Club) **Nancy**

**ELECTIONS** ✓ George D. Wieman - 1 92nd Ave, NE, Bellevue, WA 98004 Res: 206/454-6215 Fax: 646-1061 (Kirkland Club) **Jackie**

**SERGEANT-AT-ARMS**

✓ Jack A. Tetamore - 8 Kendon Rd. Pittsford, NY 14534 Bus: 716/288-7620 Fax: 654-6067 (Rochester Club) **Joan**

**CREDENTIALS** Cary Mayer - 12600 Oxford Dr., La Mirada, CA 90638 Bus: 213/943-9545 (La Mirada Club)

1990-91 Board Committee on Finance  
Preliminary Finance Report (000's)  
October 2 - 4, 1990  
Non-budgeted Fund Requests

<u>Operating Budget 1990/91</u>	<u>Operating</u>	<u>Magazine</u>	<u>Int'l. Convention</u>	<u>General Liability Insurance</u>	<u>Capital Improvement</u>	<u>Total</u>
September 30, 1990 Projected						
Fund Balance	\$5,166	\$ 527	\$ 538	\$ 239	\$4,975	\$11,445
1990/91 Budget Surplus at 9/30/91	\$ 427	\$ (64)	\$ 63	\$ 132	\$ 43	\$ 601
Approved Adj. to the 1990/91 Budget October 1990 Board Meeting:						
131-8130-001 - Reduce translator cost	(12)					(12)
131-7001-001 - Sal. F-T translator	12					12
131-9964-717 - Ben. " " "	2					2
135-7001-001 - Sal. Sec. Asia/Pacific	9					9
135-9964-717 - Ben. " " "	2					2
136-7001-001 - Sal. Sec. Latin Am/Africa	9					9
136-9964-717 - Ben. " " "	2					2
131-7103-081 - Contract Services	13					13
486-7201-001 - Travel				(2)		(2)
113-8900-001 - Depreciation New Computer	30					30
Sub-total	67	-0-	-0-	(2)	-0-	65
Surplus/(Deficit) as Adjusted	\$ 360	\$ (64)	\$ 63	\$ 134	\$ 43	\$ 536



1990-91 BOARD COMMITTEE ON FINANCE  
Preliminary Finance Report (000's)  
October 2-4, 1990  
Non-budgeted Fund Requests  
KEY CLUB INTERNATIONAL

<u>Operating Budget 1990/91</u>	<u>Operating</u>	<u>Convention</u>	<u>Total</u>
September 30, 1990 Projected Fund Balance	280	-0-	<u>\$280</u>
1990/91 Budget Surplus/(Deficit) at 9/30/91	<u>(54)</u>	<u>17</u>	<u>(37)</u>
Requested Adj. to the 1990/91 Budget October 1990 Board Meeting:	-0-	-0-	-0-
Surplus/(Deficit) as Adjusted	(54)	17	(37)

F:BOARDMTG / P:OCT90.1 / 10-3-90

1990-91 BOARD COMMITTEE ON FINANCE  
Preliminary Finance Report (000's)  
October 2-4, 1990  
Non-budgeted Fund Requests  
CIRCLE K INTERNATIONAL

<u>Operating Budget 1990/91</u>	<u>Operating</u>	<u>Convention</u>	<u>Total</u>
September 30, 1990 Projected Fund Balance	62	-0-	<u>\$ 62</u>
1990/91 Budget Surplus/(Deficit) at 9/30/91	<u>25</u>	<u>-0-</u>	<u>25</u>
Requested Adj. to the 1990/91 Budget October 1990 Board Meeting:	-0-	-0-	-0-
Surplus/(Deficit) as Adjusted	25	-0-	25

F:BOARDMTG / P:OCT90.2 / 10-3-90

REPORT OF THE BOARD COMMITTEE ON  
MEMBER SERVICES, INTERNATIONALIZATION, AND EXTENSION  
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 30 - October 4, 1990

Date of Committee Meeting: September 30, 1990

Place of Committee Meeting: International Office  
Indianapolis, Indiana

Present: Members - Glenn E. Muggelberg, Walter G. Sellers, Kun-Hua "Jeffery" Tseng  
Chairman - Eyjolfur Sigurdsson  
Staff - William A. Brown, C. Jeffrey De Witt, Matthew C. Morris, W. Thomas Nelson, Jr., Korath C. Norin, Alberto Romero, Jr.  
Others - Noris A. Lusche, W. J. "Wil" Blechman, M.D., John D. Morton, Sr., Kevin W. Krepinevich, Donald R. Collins, Ian Perdriau, Kenneth W. Smith, D.C.

Committee Administrative Matters

The Committee received an overview of the Membership Division from staff, reviewed the year-end status report, reviewed the Committee's responsibilities as provided for in Procedure 112.5, and considered the initial reports of the growth-related 1990-91 International Committees and Subcommittee. At the close of its deliberations, the Committee also established a tentative agenda for its January, 1991 meeting.

Associate Sponsorship Fee - Reduce from \$400 to \$300

The Committee reviewed the current Associate Sponsor Program, which was initially approved by the Board in May, 1987, as a means for North American clubs to support new clubs in remote areas of the world. It was noted that because of the program, many new clubs have been built in remote areas, and some of these clubs exist today because of the advice and support offered by their sponsoring clubs. However, the Committee felt that lowering the current Associate Sponsorship fee from \$400 to \$300 (US) would enable more clubs to afford an associate sponsorship. Co-sponsorships would also be available (two clubs at \$150 each). The fee will provide the new club with charter gifts of a gong and gavel, banner and road sign decals, along with payment of the \$100 (US) charter fee.

REPORT1

Recommendation #1:

The Committee recommends that the Associate Sponsorship fee be reduced from \$400 to \$300.

I move that Recommendation #1 be adopted.

(Adopted)

Finance: None

Procedure: In compliance

Proposed Amendments to Procedure 408 - Titles of Governors; Councils

The Committee reviewed the new District Program, which was created when the Board amended Procedure 408 - Provisional Districts during its June 1990 meeting. The Committee felt that a new organizational structure and procedures, comparable to those of a district, must be established for future councils (the first tier of the District Program) to adopt. The organizational structure should be in place so that the new councils can function effectively. Furthermore, the new program still needs more clarification on the question as to the titles of governors. The appropriate titles for governors at each level - provisional, interim and designated districts - must be determined.

Recommendation #2:

The Committee recommends that Procedure 408.1 and 408.7 be amended to read as follows:

408.1 - Minimum Number of Clubs and Members for Council, Provisional District, Interim District and Designated District

When deemed in the best interests of Kiwanis International and the Kiwanis clubs involved, the Kiwanis International Board may grant authority to create a council to a group of not less than ten (10) Kiwanis clubs in good standing in non-districted areas with a minimum of 300 paid members having compatible geographic areas and customs. With the Board's approval, a council may become a provisional district when it attains a minimum of 500 paid members and no less than 15 clubs in good standing; a provisional district may become an interim district when it attains a minimum of 700 paid members and no less than 20 clubs in good standing; and an interim district may become a designated district when it attains a minimum of 900 paid members and no less than 25 clubs in good standing.

A. Council

A council is an administrative unit that may be utilized by the Kiwanis International Board to administer to a group of clubs within a nation or nations. A council may be initiated and established solely by the Kiwanis International Board and only if the International Board is satisfied that the best interests of Kiwanis International are thereby served.

- 1) When a council is created, the Kiwanis International Board shall designate the geographic area and clubs involved.
- 2) The objects of a council shall be:
  - a) To seek within the council and through the clubs of the council the attainment of the Objects of Kiwanis International as set forth in the Constitution.
  - b) To increase the fellowship and cooperative effort of the clubs within the council.
  - c) To cooperate with Kiwanis International in building new clubs and in educating and strengthening clubs within the council.
  - d) To promote participation of the clubs of the council in the general objectives, programs, and policies of the council and of Kiwanis International.
- 3) The council shall act as the administrative unit for its member clubs within its territory.
- 4) Each council shall elect a chairperson and other appropriate officers.
- 5) Upon the official organization of a council, said council may form sub-divisions, each with a vice-chairperson, so long as there are no fewer than three (3) clubs in each sub-division. Upon the organization of five (5) clubs or more within a sub-division, additional sub-divisions may be formed, each with a vice-chairperson.
- 6) Every chartered Kiwanis club in good standing in the council shall be a member of that council.

- 7) The officers of the council shall be a Chairperson, the Immediate Past Chairperson, a Vice-Chairperson for each sub-division, and a Treasurer/Secretary.
- 8) The duties of the officers of the council shall be as follows:
  - a) The Chairperson shall be the administrative officer of the council and shall preside at all council meetings and all conferences. Under the direction and supervision of Kiwanis International, the Chairperson of the council shall have the duty of promoting the interests of the clubs within the council.
  - b) The Vice-Chairpersons shall assist the Chairperson in membership growth, new club building and retention, and in the work of the council. They shall represent the Chairperson and shall have full responsibility under the direction of the Chairperson in supervising the council administrative work in their respective sub-divisions.
  - c) Any Vice-Chairperson, in the absence of the Chairperson, shall preside at all council meetings and of the Board of Council. The Vice-Chairperson shall also perform such other duties as may be assigned by the Chairperson of the council.
  - d) The Secretary/Treasurer shall keep all records of the council and minutes of the conference and of the council meetings.
  - e) The Secretary/Treasurer's accounts and books shall at all times be open to the inspection of the Chairperson, the Council members, and any authorized auditor.
  - f) The Secretary/Treasurer shall submit a report to the annual Conference and at such other times as the Chairperson may require and shall submit to the proper persons all communications received from Kiwanis International.
- 9) All officers shall be elected for a one (1) year term and may not serve more than two (2) consecutive one (1) year terms.
- 10) The Board of Council shall consist of the officers and the President of each club in the council.

- 11) All Board members of the council shall enter upon their official duties on the first day of October of each administrative year and shall serve for one year or until their successors shall be duly elected and qualified.
- 12) The Board of Council shall determine the policies and activities of the council, elect and discipline members, approve the budget and all bills, and have general management of the council.
- 13) The Board of Council shall meet regularly at least once each quarter and at the call of the Chairperson, or by call of a majority of the Board of Council.
- 14) The Annual Conference of the council shall be held at such place and date as decided by the Board of Council, between March 15 and September 15, except no council shall schedule its conference to be held within the period of thirty (30) days prior to, during or thirty (30) days following the convention of Kiwanis International.
- 15) At any conference, each chartered club in good standing in the council shall be entitled to three (3) delegates, two of whom shall be the president and president-designate.
- 16) Each delegate present shall be entitled to vote on each question submitted to any conference. There shall be no voting by proxy.
- 17) A quorum at any conference of the council shall be comprised of the official delegates present, and representing not less than one-third (1/3) of the total number of clubs within the council.
- 18) The election of officers, except the Vice-Chairpersons and the Secretary/Treasurer, shall be held at the Annual Conference.
- 19) Each member club shall pay to the council with which it is affiliated, for each member, with the exception of honorary members, a sum of at least one dollar (\$1.00) and not exceeding twenty-five dollars (\$25.00) per annum, except when permitted otherwise by the Kiwanis International Board of Trustees. A council may determine the amount of its dues upon the approval of the affected council board and ratification by the Council's convention. Such amount shall include all council charges other than registration fees paid by those in attendance at council conferences and shall be payable annually or semi-annually as determined by the council conference.

- 20) The Vice-Chairperson of each sub-division shall call, no later than sixty (60) days prior to the Annual Conference, upon written notice to the president of each club of the sub-division, a conference for the purpose of electing a Vice-Chairperson for the next administrative year.
- 21) The representatives of two-thirds (2/3) of the clubs in the sub-division shall constitute a quorum at the conference, and each club in good standing shall have three (3) votes.
- 22) The Secretary/Treasurer shall report the result of elections to Kiwanis International within thirty (30) days.
- 23) The councils, under the supervision of the Kiwanis International Board, shall cooperate and coordinate with the International Office in the implementation of all Kiwanis activities and programs such as new club building, membership growth and retention, and the Major Emphasis Program.

408.7 - Titles of Governors

The chief administrator of the Provisional, Interim, and Designated Districts shall be addressed as Governor. Each shall be officially titled as Governor of Provisional District, Governor of Interim District, and Governor of Designated District respectively.

I move that Recommendation #2 be adopted.

(Adopted)

Finance: None

Procedure: Refer to the Board Committee on Policies, Procedures and Structures

Authorization of Extension into Algeria and Morocco

The Committee considered a recommendation for extension into Algeria and Morocco. Authorization of extension into Algeria and Morocco would give us the opportunity to expand into northern Africa, eventually forming part of a new North African district with Tunisia. Also, both of these nations are strategically located to the south of Europe and would strengthen our position in Southern Europe, Spain and Portugal. The Committee believes that Algeria and Morocco meet all the criteria prescribed in Board Procedures 401 and 402.



Recommendation #3:

The Committee recommends that the nations of Algeria and Morocco be authorized for extension.

I move that Recommendation #3 be adopted.

(Adopted)

Finance: None  
Procedure: In compliance

Charter Revocations

The Committee reviewed a list of 104 clubs recommended for charter revocation by various districts (see Exhibit A).

Recommendation #4:

The Committee recommends that the charters of the 104 clubs listed in Exhibit A of this report be revoked, effective September 30, 1990, and that the amounts of the accounts receivable be charged against the reserve for bad debts in the amount of \$23,335.70 (US).

I move that Recommendation #4 be adopted.

(Adopted)

Finance: Adjust accounts receivable \$23,335.70 (US) as of September 30, 1990  
Procedure: In compliance

One-day Regional Training Seminars Conducted by Staff

The Committee agrees in concept to reinstituting the one-day regional training seminars conducted by staff. The Committee requested staff to provide further information based on previously conducted regional seminars, including cost factors and format, for review by the Committee at the January, 1991 Board meeting.

The International Subcommittee on Flagship Clubs

The Committee reviewed a letter from Past International President Frank J. DiNoto regarding the extent of staff support of the International Subcommittee on Flagship Clubs. The Committee was advised that staff support of this subcommittee has exceeded the limits set by the Board at its June, 1990 meeting, that demands for expanded staff support continue to be made, and that as a result other important membership related activities are being compromised. After careful consideration, the Committee concluded that a clearer delimitation of staff support is needed.

Recommendation #5:

The Committee recommends the following with regard to the pilot program for Flagship clubs.

- A. The number of participating clubs will be capped at its present number, 36.
- B. Staff will set aside one four-hour period on one day each month to support the Flagship program. Any additional support will be only at the discretion of the International Secretary.
- C. Staff will continue to monitor costs of the program in accordance with the \$3,000 ceiling (\$1,500 duplicating/\$1,500 postage) placed on expenditures by the Board at its June, 1990 meeting.

I move that Recommendation #5 be adopted.

(Adopted)

Finance: None  
Procedure: In compliance

Monthly Club Reports

The Committee reviewed the requirement of clubs submitting a copy of their Official Monthly Report to Kiwanis International. The Committee felt that since minimal use has been made of such reports in recent years, a copy of the club's monthly report should not be required by Kiwanis International, except for the months of March and September. All clubs shall be informed of this action. Staff will work with the districts to determine how the districts can communicate to the Kiwanis International Office information deemed valuable to Kiwanis International.

Recommendation #6:

The Committee recommends that effective immediately only the March and September Official Monthly Reports be sent by clubs to Kiwanis International and that all clubs shall be informed of this action.

I move that Recommendation #6 be adopted.

(Adopted)

Finance: None  
Procedure: In compliance

### Director of Field Operations - Europe

Staff reported on its unsuccessful attempts over the past nine months to appoint a Director of Field Operations - Europe. Information from the international search firm of Ernst and Young was reviewed which indicates that sufficient funding is not currently budgeted to offer a competitive salary in the European job market. The position is currently budgeted at \$37,000 per annum. Ernst and Young believes a minimum of \$50,000 will be required. Ernst and Young have also made a bid to conduct the search for a director for a fee of between \$18,000 and \$25,000.

After reviewing a number of options, the Committee concluded that the Director should be European and based in Europe if possible, but that if this is not feasible within the near future, then the position should be promptly filled by a qualified candidate and based in Indianapolis. It was noted that existing funding is sufficient to compensate an Indianapolis-based director.

The Committee also does not believe that the services of a search firm are required to fill the position in Europe if an adequate salary is offered. The possibility of conducting a discreet search in conjunction with the Kiwanis International - European Federation Board of Trustees was discussed with staff. Finally, in light of the pressing growth-related needs throughout Europe, the Committee hopes that everything possible will be done to fill this position no later than January 1, 1991.

#### Recommendation #7:

The Committee recommends that the Board approve an annual salary of up to \$50,000 for the position of Director of Field Operations - Europe.

I move that Recommendation #7 be adopted.

(Adopted)

Finance: None. Additional \$13,000 for the position may need to be included in the 1991-92 budget.

Procedure: In compliance

### New Club Reporting Deadline in Europe

Immediate Past President Noris Lusche appeared before the Committee and reported a serious new club reporting problem in Europe. After discussion, the Committee concluded that the October 3 deadline for reporting new clubs should be observed throughout the Kiwanis world, with the lone exception being that any clubs built in Europe prior to October 1 and verified by staff on or before November 1 will be credited to the 1989-90 administrative year.

#### Kiwanis Club of Sahel-Tunisia

The Committee reviewed a recommendation from Tunisia Area Coordinator Rached Trimeche and seven of the eight Tunisian clubs that the charter of the Kiwanis Club of Sahel-Tunisia be revoked because of, among other things, non-compliance with Kiwanis International's Constitution and Bylaws and the Standard Form of Club Bylaws. Concern was expressed that the Sahel-Tunisia Club had not been given an opportunity to formally respond to the charges made against it. The Committee requested that staff notify the club of the charges and that it be given ninety days to respond. The Committee will reconsider this matter at its January, 1991 meeting.

#### Eastern Europe

The Committee expressed its disappointment and concern over the slow pace of extension in Eastern Europe. It was noted that ongoing disagreements between Kiwanis International and the Kiwanis International-European Federation over who is responsible for growth in Europe, the lack of progress in appointing a Director of Field Operations - Europe, and the inability of several key growth volunteers to fulfill their commitments have all contributed to less than satisfactory results.

Staff reported that in spite of the difficulties experienced thus far, better results are expected in 1990-91. In addition to faster new club building in Hungary, Czechoslovakia, and East Germany, new clubs will almost certainly be organized in the Soviet Union and Poland over the next several months. Staff is also optimistic that upcoming discussions with European leaders regarding the planning and coordination of growth activities in Eastern Europe will yield improved results.

The Committee believes it is imperative that further thought and planning focus on how adequate service and support will be provided to Eastern European Kiwanis clubs. Among others, questions of dues payment, translations of materials, club officer training, community service and club administration programming, new club sponsorship, and the respective roles of Kiwanis International and the Kiwanis International - European Federation have yet to be fully answered. The Committee will devote time to these issues at its January, 1991 meeting.

#### Distinguished and Merit Club Officers' Awards Programs

The Committee requested that staff provide the Distinguished Club Officers and Club Officers Merit awards to the districts in time to be presented at their mid-year conferences. It also was requested that staff ask the districts to submit the required information to the International Office within an earlier timeframe.

Junior Membership in Kiwanis

The Committee discussed the possible need for the creation of a junior membership program within Kiwanis International, perhaps along the lines of the Kiwa-Junior Program currently in place in Europe. Staff was requested to prepare a recommendation regarding the possibility for the January, 1991 meeting.

Respectfully submitted,

GLENN E. MUGGELBERG  
WALTER G. SELLERS  
KUN-HUA "JEFFERY" TSENG  
EYJOLFUR "EDDIE" SIGURDSSON, Chairman

## **EXHIBIT A**

**Exhibit A** of the Report of the Board Committee on Member Services, Internationalization, and Extension, "Charters Revoked," is now Exhibit #11 of the September 30-October 4 and 7, 1990, Minutes.

## THE FOLLOWING CHARTERS WILL BE REVOKED

## AT THE INTERNATIONAL BOARD MEETING

SEPTEMBER 30 - OCTOBER 4 AND 7, 1990

<u>DISTRICT/CLUBS</u>	<u>KEY #</u>	<u>ORGANIZATION DATE</u>	<u>NOT-MEETING DATE</u>	<u>OUTSTANDING ACCT'S RECEIVABLE</u>
<u>ANDEAN &amp; CENTRAL AMERICA</u>				
Malaga, Colombia	11476	06-01-85	09-30-89	\$ 252.50
<u>AUSTRALIA</u>				
*Para Districts	11439	04-23-85	10-01-89	49.50
*Sunshine Coast, Caloundra	12502	09-26-88	10-01-89	132.00
<u>CALIFORNIA-NEVADA-HAWAII</u>				
*North Santa Barbara, CA	04758	11-26-28	09-30-89	-0-
*Five Cities, Pismo Beach, CA	09634	07-19-79	09-30-89	-0-
*Chatsworth, CA	09902	04-07-80	08-04-89	-0-
*South Stockton, CA	11227	06-20-84	06-30-89	15.70
*Desert Hot Springs, CA	11516	08-13-85	08-04-89	159.65
*North Clairemont-Sunrisers, San Diego, CA	11550	09-24-85	07-22-89	-0-
*Greater Irvine, CA	11855	09-30-86	09-30-89	-0-
*Seal Beach-Coast Line, CA	11924	01-14-87	10-01-89	-0-
*Sunrise, Seaside, CA	12084	09-02-87	06-30-89	-0-
*Clovis West, CA	12153	11-20-87	08-04-89	223.55
*Monterey Bay, CA	12353	05-31-88	09-30-89	-0-
*Capitola-Soquel, CA	12363	06-07-88	09-30-89	141.35
*Coliseum Oakland, CA	12461	09-01-88	09-30-89	-0-
<u>CAPITAL</u>				
*Crozet-Ivy, VA	12471	09-13-88	04-01-90	-0-
*Sunrise Golden K of North Arlington, VA	12792	08-17-89	03-31-90	541.50
*The Monocacy, Frederick, MD	11605	10-30-85	07-25-90	-0-
<u>CAROLINAS</u>				
*Selma, NC	01174	02-07-24	04-26-90	99.75
*West Charlotte, NC	12245	03-02-88	03-31-89	693.75
*Fripp Island, SC	12408	07-13-88	01-01-90	157.30
*The Crystal Coast-Swans- boro, NC	12473	09-14-88	09-30-89	-0-

NOTE: THE ASTERISK SIGN (\*) DENOTES DISTRICT RECOMMENDATION OF REVOCATION.

<u>DISTRICT/CLUBS</u>	<u>KEY #</u>	<u>ORGANIZATION DATE</u>	<u>NOT-MEETING DATE</u>	<u>OUTSTANDING ACCT'S RECEIVABLE</u>
<b><u>EASTERN CANADA &amp; CARIBBEAN</u></b>				
*San Jose, Trinidad	12347	04-28-88	03-31-90	515.75
<b><u>FLORIDA</u></b>				
*Key West	03143	04-22-48	08-21-89	-0-
*Maitland	05571	03-22-62	10-01-89	303.30
*North Tampa	04406	03-29-55	06-30-89	-0-
*South West Broward, Pembroke Pines	12214	01-11-88	06-12-90	-0-
<b><u>GEORGIA</u></b>				
*County Corners, Marietta	11662	03-03-86	10-01-89	157.30
*Washington County-Sandersville	12384	08-12-88	10-01-89	386.10
<b><u>ILLINOIS-EASTERN IOWA</u></b>				
*West Joliet, IL	10472	09-22-81	09-30-89	185.25
<b><u>INTERNATIONAL EXTENSION</u></b>				
Amman, Jordan	08718	03-29-77	09-30-89	552.00
Namsan, Seoul, Korea	09996	06-14-80	09-30-89	850.50
Han Yang, Seoul, Korea	10720	04-11-82	09-30-89	1,165.50
Comoros, Comoros Republic	11288	08-21-84	09-30-89	433.90
Mokpo, Korea	11759	04-10-86	09-30-89	630.00
Suh Seoul, Korea	12180	11-03-87	09-30-89	768.00
Ipoh, Malaysia	12251	01-31-88	98-30-89	480.00
Sae Hangang, Seoul, Korea	12255	02-22-88	09-30-89	981.50
<b><u>LOUISIANA-MISSISSIPPI-WEST TENNESSEE</u></b>				
*Pontotoc, MS	12221	01-27-88	09-30-89	637.30
*Baker, LA	12351	05-27-88	10-01-89	57.20
<b><u>MICHIGAN</u></b>				
*Warren-North	12479	09-14-88	09-30-89	-0-
<b><u>MISSOURI-ARKANSAS</u></b>				
*Grandview, MO	05164	09-23-59	06-15-89	102.80
*New Madrid, MO	06553	08-26-69	09-20-89	-0-
*Berkeley, MO	06861	09-30-71	09-10-89	-0-
*Morning (The), Mexico, MO	10556	11-11-81	10-01-89	-0-
*St. Joseph Daybreak, MO	10793	09-21-82	10-01-89	42.90
*Marshfield, MO	12104	09-16-87	06-20-89	179.90
*Nevada, MO	12282	03-29-88	06-15-89	-0-
*Potosi, MO	12392	06-29-88	07-15-89	-0-
*Cross Keys, Florissant, MO	12495	09-21-88	10-01-89	-0-
*Clarendon, AR	12614	02-16-89	09-15-89	-0-
*Malden Area, MO	12794	08-08-89	10-01-89	-0-



<u>DISTRICT/CLUBS</u>	<u>KEY #</u>	<u>ORGANIZATION DATE</u>	<u>NOT-MEETING DATE</u>	<u>OUTSTANDING ACCT'S RECEIVABLE</u>
<b><u>MONTANA</u></b>				
*Geraldine	07780	05-14-75	04-01-90	142.50
<b><u>NEBRASKA-IOWA</u></b>				
*Ashland, NE	12059	08-06-87	09-30-89	-0-
<b><u>NEW ENGLAND</u></b>				
*Shleton-Derby, CT	01181	02-22-24	09-30-89	650.00
*Lower Connecticut River Valley, CT	09944	05-14-80	09-30-89	77.10
*Wells And The Kennebunks, ME	11581	10-01-85	09-30-89	-0-
<b><u>NEW YORK</u></b>				
*Binghamton West	06490	04-09-69	06-26-89	115.65
*Deer Park	12259	03-13-88	05-09-90	513.00
*Heights-Tremont Golden K	12545	10-01-88	09-30-89	-0-
*Ravena-Coeymans-Selkirk	12561	11-17-88	09-30-89	372.65
<b><u>NEW ZEALAND-SOUTH PACIFIC</u></b>				
*Blenheim, NZ	08546	10-11-76	08-20-89	-0-
<b><u>OHIO</u></b>				
*Strongsville	03750	11-23-51	08-18-89	-0-
<b><u>PACIFIC NORTHWEST</u></b>				
*Shoreline, Seattle, WA	07030	08-16-72	03-31-90	6.88 -CR.
<b><u>PENNSYLVANIA</u></b>				
*Suburban Bethlehem	05596	04-30-62	09-15-89	102.80
*Governor Mifflin, Shilling- ton	12025	06-23-87	09-15-89	321.25
<b><u>PHILIPPINE LUZON</u></b>				
Mandaluyong	07285	08-03-73	09-30-89	247.50
Calauag	10315	02-20-81	09-30-89	180.00
Masantol, Pampanga, Philippines	11143	04-08-84	09-30-89	1072.50
Mandaluyong East	11465	05-30-85	09-30-89	458.50
Maragondon, Cavite	11520	08-18-85	09-30-89	1,335.00
Tangdang Sora, Quezon City	11696	04-20-86	09-30-89	258.90
Bangus City, Dagupan City	12298	04-08-88	09-30-89	459.90
Antipolo Central	12329	05-13-88	09-30-89	465.00
Quezon City North, Lagro	12394	07-03-88	08-12-89	201.15
Timog, Quezon City	12441	08-23-88	09-15-89	190.60
San Manuel Builders	12449	08-27-88	09-30-89	190.60
San Roque, Marikina	12451	08-28-88	09-30-89	199.38
Freedom Park, Malacanang, Metro Manila	12459	08-30-88	09-30-89	190.60

<u>DISTRICT/CLUBS</u>	<u>KEY #</u>	<u>ORGANIZATION DATE</u>	<u>NOT-MEETING DATE</u>	<u>OUTSTANDING ACCT'S RECEIVABLE</u>
<b><u>HILIPPINE SOUTH</u></b>				
Aras-Asan	11731	04-13-86	09-30-89	712.50
Mactan, Lapu Lapu City	12280	03-26-88	09-30-89	675.00
Kabangkalan	12330	05-14-88	07-15-89	799.57
<b><u>ROCKY MOUNTAIN</u></b>				
*Goshen County, Torrington, WY	10155	10-23-80	08-01-89	115.65
*Jamboree, Colorado Springs, CO	12535	09-30-88	09-25-89	-0-
<b><u>SOUTHWEST</u></b>				
*Bloomfield, NM	10362	06-11-81	09-30-89	298.65
*Page, AZ	11042	11-16-83	06-30-89	-0-
*Huachuca, Sierra Vista, AZ	11660	02-27-86	04-01-90	-0-
*Tempe Hohokam, AZ	12194	12-16-87	09-30-89	-0-
<b><u>TEXAS-OKLAHOMA</u></b>				
*East Fort Worth, TX	04244	07-27-54	06-20-89	-0-
*Center, TX	04460	06-06-55	09-30-89	-0-
*Duncanville, TX	09105	02-16-78	09-30-89	-0-
*Antlers, OK	11172	04-24-84	01-16-89	501.55
*Oklahoma City Rockwest, OK	12007	05-20-87	03-24-90	-0-
*Bogata, TX	12193	12-15-87	06-01-89	603.25
North Research, Austin, TX	12211	01-05-88	09-30-89	591.75
*Seagoville, TX	12422	08-04-88	06-01-89	79.25
*Hill Country-San Antonio, TX	12462	09-06-88	09-30-89	-0-
*Corpus Christi Sunrise, TX	12581	12-12-88	09-30-89	-0-
<b><u>WESTERN CANADA</u></b>				
*Bow Valley, Calgary, AB	04391	03-14-55	04-01-90	99.75
<b><u>WEST VIRGINIA</u></b>				
*Dunbar-Institute	07512	06-05-74	07-01-89	-0-
<b><u>WISCONSIN-UPPER MICHIGAN</u></b>				
*Northwest Milwaukee, WI	04004	06-15-53	09-30-89	-0-
*Greater Fond Du Lac, WI	11182	05-02-84	09-30-89	-0-
*Janesville-Breakfast, WI	11703	05-01-86	06-23-89	218.45
				<hr/> \$23,335.70

TOTAL: 104

REPORT OF THE BOARD COMMITTEE ON COMMUNICATIONS AND CONVENTIONS

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 30-October 4, 1990

Date of Committee Meeting: September 30, 1990

Place of Committee Meeting: International Office, Indianapolis, Indiana

Present: Members - Andrew Batsis, D.M.D.  
Gerald P. "Jerry" Christiano  
Noris A. Lusche  
Chairman - Robert L. McCurley, Jr.  
Staff - Larry J. Horney, John Johnson, Chuck Jonak, Kelly Sears  
Guests - W. J. "Wil" Blechman, M.D., John D. Morton, Sr.,  
Glenn E. Muggelberg

Procedure for Selection of a Convention City

The Committee reviewed staff's recommended procedure for the selection of convention cities and requested that minor changes be made to the guidelines which would allow greater flexibility in the site selection process. Staff will revise the criteria and resubmit this agenda point in January.  
(Exhibit A)

1996 Convention Site Selection

Five cities have expressed an interest in hosting the 1996 International Convention. The Committee reviewed the information submitted by each city and recommends that Salt Lake City and San Antonio receive further consideration. Staff has been requested to make the necessary site visits and to present a final report and recommendation in January.

Purchase of Additional Teleprompter

Staff's report on the purchase of a second teleprompter was reviewed and discussed, and the Committee agrees that a second teleprompter will enhance greatly the appeal of speakers.

Recommendation #1:

The Committee recommends that an overexpenditure in the capital expenditures-equipment account, line item #500-1240-001, in the amount of \$3,496.99 be approved to purchase a second teleprompter.

I move that Recommendation #1 be adopted.

(Adopted)

Finance: \$3,496.99 (Overexpenditure in Capital Expenditure-Equipment Account, line item #500-1240-001.

Procedure: Refer to Finance Committee

### Child Care

In order to provide child care services to convention attendees, the Host Committee is asked to secure volunteers to staff the Youth Lounge. The lounge will be divided into two sections, one for younger children, the other for older children. Video games, movies, popcorn, and games will be available, and parents will be required to register their children on sign-in sheets prior to leaving them in the lounge and sign-out sheets for younger children. The lounge will operate during the day and during all evening sessions.

### Designated Dues for the International Convention

At the request of President Wil Blechman, the Committee discussed the feasibility of designated dues for the International Convention. The Committee noted that the recent adoption of the \$20 fee for 100 percent club membership registration is an incentive that should increase convention attendance, particularly for local clubs. The Committee will continue its discussion in January regarding dues related funding for Convention.

### 100 Percent Registration for Clubs

The 100 percent club registration incentive was reviewed and evaluated by the Committee and staff in an effort to establish an effective and equitable method of implementation. The Committee recommends that 100 percent club registrations be coordinated through the club secretary and that only persons attending the Convention be counted in the district's attendance figures. Persons whose packets are not picked up on-site in Anaheim will be cancelled out of the registration figures following the Convention. This process will preclude a district from reaching its quota by registering persons who are not actually in attendance, and it will give staff a more accurate registration count.

### 1991 International Convention Forums and Training Sessions Agenda

The proposed forum/workshop agenda was reviewed by the Committee. (Exhibit B) Although forum titles and moderators are tentative, the basic outline of sessions was approved by the Committee. The forums scheduled on Tuesday afternoon are repeats of forums held earlier in the week so that persons wishing to have a free afternoon may attend those sessions at another time and spend Tuesday afternoon at an area attraction.

### Nice Convention Promotion

The Committee encouraged staff to begin promoting the Nice Convention in Anaheim by having an information booth staffed by knowledgeable representatives. This booth would be situated next to the On-to-Indianapolis booth, where promotional materials for the 1992 Convention will be available.

### Non-English Correspondence

Staff was requested to analyze mailings to non-English-speaking persons for appropriateness. Inquiry should be made of affected Governors as to whether they want other non-translated materials sent to them.

### Anaheim Convention-Opening Session

Entertainment possibilities for the Sunday evening opening session in Anaheim were reviewed, and the Committee suggests that a 15-20 minute performance by an upbeat group would be most appropriate. Staff has been asked to pursue Kids of the Kingdom as the first choice and Up With People as the alternative.

Because of the limited number of seats available in the Anaheim arena, seating for the Sunday night opening session also was discussed. As this traditionally is the most well-attended event, the Committee believes it is necessary to make certain that attendees are advised, in advance, of the seating limitations. To best accomplish this, staff has been asked to develop a flyer which will be included in the confirmation packet sent to all registered attendees, advising them of the seating limitations. Additionally, a follow-up flyer will be included in the on-site registration packet as a reminder.

### Convention Program Translations

The "Convention at a Glance" page in the convention program will be in English, French, Spanish, and Chinese. Translations for these languages presently is available at the International Office.

### Superstar Show

A list of potential Superstar performers was reviewed by the Committee, and staff was requested to pursue the following entertainers in the order listed: 1) Anne Murray, 2) Oakridge Boys, 3) Beach Boys.

### Reception for International Guests

The Anaheim host committee has requested permission to organize a "No-host" reception for non-North American attendees at the Anaheim Convention. After reviewing the Convention schedule, the Committee recommends that this event be scheduled on Monday from 5 p.m.-6 p.m. Staff will arrange a room at the headquarters hotel for the function, and Board members will be invited to attend.

### Prayer Breakfast

Names were submitted by the Prayer Breakfast Committee for consideration by the Board Committee. The Committee suggests that Tommy LaSorda or John Wooden be invited to speak at the Prayer Breakfast.

### Legion of Honor Luncheon

Reverend Robert Schuller has been secured as the speaker for the Legion of Honor Luncheon. Because of Schuller's name appeal, the "open" luncheon (formerly Luncheon for Guests and Spouses) will be Monday instead of Tuesday to avoid conflict with the Legion of Honor Luncheon.

### District Dinners

The Committee discussed the past practice of assigning Board members as representatives to District Dinners. Although not done in Orlando or St. Louis, the Committee respectfully requests that President Wil Blechman consider reinstituting this practice for the Anaheim Convention.

### Closing Session

Entertainment possibilities for the closing session also were reviewed, and the Committee has asked staff to pursue White Eagle, an American Indian with a broad musical repertoire, and/or The Association for this session.

The Au Revoir reception, which follows the closing session, will be continued, and staff has been asked to upgrade the event by providing higher quality food and beverages.

### Pin Trading Room

Because the interest in pin trading has increased dramatically at recent International Conventions, the Committee discussed the concept of establishing a pin trading area or room at the Anaheim Convention. The room would be open from 8 a.m.-5 p.m. and would be manned by host committee volunteers. Sergeant-at-arms personnel would staff the doors to ensure that only registered attendees could enter the room, and pin manufacturers would not be permitted to trade. Staff has been asked to designate a room at the headquarters hotel in Anaheim and in future convention cities for this activity.

### Resource Room

A staff office at the Anaheim Convention Center will be designated as a resource room for incoming officers. Staff will man the resource room during regular Exhibit Hall hours to answer questions and offer assistance to incoming club and district officers.

### Convention Souvenir

The Committee discussed the idea of distributing a free tote bag or other souvenir item to all registered Kiwanians as a memento of their visit to Anaheim. Staff is encouraged to work with the host committee and the Convention and Visitors Bureau to secure a complimentary giveaway item or, if this is not feasible, to work with the Supplies Department to obtain an inexpensive tote bag with the Anaheim logo.

Rather than distributing the tote bags at Registration, each Kiwanian would receive a coupon for the tote bag which would be redeemed by visiting the Supplies Booth. Additional information about this giveaway item will be presented to the Board in January.

### On-to-Anaheim Committee

The "Why-How-Who" flyer designed by the On-to-Anaheim Committee was reviewed, and staff was asked to work with Chairman Wayne Hoeft to make

minor editorial and grammatical changes to the flyer so it can be printed and mailed from the International Office to all clubs in a general mailing.

Registration Fees for Anaheim Convention

The Committee discussed registration fees for the Anaheim Convention and future conventions and believes that fees for each convention should be set in October of the year prior to the convention rather than two years in advance when expenses are not known. The Committee suggests that the convention budgeting process, particularly in the area of registration income, be deferred until staff has gathered appropriate, confirmed information regarding expenses.

Procedures for Officializing Non-North American Magazines

The Committee reviewed the proposed "Procedures for Kiwanis Official Regional Magazines" and decided to study the procedures further before making a recommendation. Staff will resubmit the procedures after further receiving in-put from the Board. (Exhibit C)

Subscriptions for Kiwanis Official Regional Magazines

The Committee determined that the aforementioned procedures or a modification of them should be approved prior to any action being taken on proposed subscriptions to Kiwanis Official Regional Magazines.

Sponsored Youth Publications

The Committee voiced its concerns about the graphic quality of both Circle K and Keynoter magazines and recommends that every effort be made to improve them. This idea is referred for further discussion to the Sponsored Programs Committee.

Respectfully submitted,

ANDREW BATSI, D.M.D.  
GERALD P. "JERRY" CHRISTIANO  
NORIS A. LUSCHE  
ROBERT L. McCURLEY, JR., Chairman

XXX - PROCEDURES FOR SITE SELECTION FOR INTERNATIONAL CONVENTION

XXX - General

Each year the Board of Trustees shall select a site for the International Convention five years prior to the event. Staff will conduct annual site visits to those cities bidding to host the convention and present a detailed report with a recommendation for selection to the Board Committee responsible for the Convention. The Committee will adhere to the criteria for selecting a convention city as written in Policies and Procedures.

XXX - When the Board makes a decision to go out of the United States and Canada, staff should be requested to obtain information and potential sites no less than 5 years in advance.

XXX - Prior to making the decision for the Convention site, the Board Committee responsible for convention should request staff to visit no more than 3 cities. Where a city has applied previously, within the last 2-to-3 years, and been visited during that time, it may not be necessary to conduct another site visit.

XXX - Procedures For Making Application

XXX - Formal letters of invitation must be sent to Kiwanis International from the Kiwanis District Governor, District Secretary, and current Lt. Governors from the area before a bid will be accepted.

XXX - All cities seeking to host the International Convention must submit a Bid Book authorized by the city's Convention and Visitors Bureau, following the guidelines of Kiwanis International. The bid must include current rental fees for the proposed facilities, union information and wages, equipment inventory, and cost of rentals.

XXX - Convention Center Space and Facilities

XXX - Cities should have available Kiwanis International's preferred dates, the third week in June (9 days for the sessions arena, 10 days for the exhibit hall). A definite preference will be given to those cities with Kiwanis International's preferred dates.

XXX - The convention center must have appropriate space for meetings, forums, and exhibits each day for 6 consecutive days during the third week in June. The minimum is considered 25 individual meeting rooms and an exhibit hall measuring no less than 60,000 square feet gross.

XXX - The seating capacity for the General Sessions must include a minimum of 10,000 seats in front of a 40' x 60' stage. A maximum of 2,500 of these seats may be on floor level. The remaining seats should be in either an arena format or telescopic seating. The General Sessions arena must be column free.



XXX - All facilities must be air-conditioned with normal heat, light, power, and clean-up provided. One meeting room, a minimum of 800 square feet, is required beginning three weeks prior to the opening session for the convention department staff. This office must be within the convention facility. One additional meeting room, a minimum of 1,200 square feet, is required beginning eight days prior to the opening session for the remainder of the staff.

XXX - Hotel Requirements

XXX - The Convention and Visitors Bureau should prepare a list of no more than thirty-five hotels, offering a minimum of 6,500 hotel rooms. Of the 6,500 rooms, 3,000 should be within three miles of the proposed convention facilities with the exception of designated overflow properties. Hotels included in the listing must have in-house, full-service restaurants, a ballroom to accommodate one or more district dinners, and meeting space for one or more district caucuses.

XXX - All hotels must agree to block all meeting space for Kiwanis International until February 1 of the convention year.

XXX - Final Selection Considerations

XXX - All of the above criteria would be included in a summary report to the committee with a staff recommendation which should be considered by the Board Committee responsible for the Convention when making the recommendation to the Board of Trustees.

XXX - The final recommendation to the Board should be made after careful evaluation of all requirements, giving priority to the city which most nearly meets the maximum specifications for the lowest cost as outlined in the supporting documentation.

**1991 KIWANIS INTERNATIONAL CONVENTION  
FORUMS AND TRAINING SESSIONS**

<u>LOCATION</u>	<u>SEATING CAPACITY</u>	<u>TITLE</u>	<u>MODERATOR</u>	<u>ORGANIZER</u>
<b>SET I    Sunday, June 23, 1991 - 2:45 p.m. - 4:00 p.m.</b>				
1/2 California Ballroom	650 (Rounds of 10)	Training Session: Incoming Club Presidents	W. Gene Engelhardt	John E. Johnson
1/4 California Ballroom	400 (Theatre)	Training Session: Incoming Lieutenant Governors on Growth	Eyjolfur "Eddie" Sigurdsson	Jeff De Witt
1/4 California Ballroom	400 (Theatre)	Forum: Staying In Touch: How To Meet The Changing Needs And Interests Of Your Club Members	Gerald P. "Jerry" Christiano	John E. Johnson
<b>SET II    Monday, June 24, 1991 - 1:15 p.m. - 2:30 p.m.</b>				
A9	500 (Theatre)	1991-93 Major Emphasis Program	Glenn E. Muggelberg	Chris Rice
A10	500 (Theatre)	How To Organize And Maintain Active Club Committees	Walter G. Sellers	Garold Johnson

<u>LOCATION</u>	<u>SEATING CAPACITY</u>	<u>TITLE</u>	<u>MODERATOR</u>	<u>ORGANIZER</u>
1/4 California Ballroom	400 (Theatre)	Enhancing Your Club's Service Impact: Builders, Key, and Circle K Clubs	Joe L. Griffeth	Pete Tinsley
1/4 California Ballroom	400 (Theatre)	Kiwanis International Resolutions and Amendments	Ian Perdriau	Terry Schaffer
1/2 California Ballroom	650 (Rounds of 10)	Membership Recruitment and Retention	John D. Morton, Sr.	Jeff De Witt

**SET III Monday, June 24, 1991 - 2:45 p.m. - 4:00 p.m.**

1/4 California Ballroom	400 (Theatre)	Forum: How To Organize An Orientation Program For New Members	Alfred L. "Al" Provasi	Daniel Johnson
1/4 California Ballroom	400 (Theatre)	Forum: Effective Fundraising	Robert E. Wales	Bill Brown
A9	500 (Theatre)	Forum: How To Organize Effective Youth and Community Service Projects	Kenneth W. Smith, D.C.	Chris Rice

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<u>LOCATION</u>	<u>SEATING CAPACITY</u>	<u>TITLE</u>	<u>MODERATOR</u>	<u>ORGANIZER</u>
A10	500 (Theatre)	Forum: Current Presidents and Secretaries	Andrew Batsis, D.M.D.	Daniel Johnson
1/2 California Ballroom	650 (Rounds of 10)	Training: Income Club Presidents	William A. Lieber	John E. Johnson
<b>SET IV Tuesday, June 25, 1991 - 1:15 p.m. - 2:30 p.m.</b>				
1/4 California Ballroom	400 (Theatre)	Forum: Enhancing Your Club's Service Impact: Builders, Key and Circle K Clubs	Arthur D. Swanberg	Pete Tinsley
1/4 California Ballroom	400 (Theatre)	Forum: How To Organize Effective Youth And Community Service Projects	Joseph O. Hesch Chairman, 1990-91 International Committee on Youth Services	Chris Rice
A9	500 (Theatre)	Forum: 1991-93 Major Emphasis Program	Past President Aubre E. Irby	Chris Rice

<u>LOCATION</u>	<u>SEATING CAPACITY</u>	<u>TITLE</u>	<u>MODERATOR</u>	<u>ORGANIZER</u>
A10	500 (Theatre)	Forum: Stimulating More Active Member Involvement	Past International President Raymond W. Lansford	John E. Johnson
1/2 California Ballroom	650 (Rounds of 10)	Membership Recruitment/ Retention	Robert L. McCurley	Jeff De Witt
<b>SET V    Tuesday, June 25, 1991 - 2:45 p.m. - 4:00 p.m.</b>				
1/4 California Ballroom	400 (Theatre)	Forum: Staying In Touch: Meeting The Needs And Interests Of Your Members And Your Community	Past President Anton J. "Tony" Kaiser	John E. Johnson
1/4 California Ballroom	400 (Theatre)	Forum: How To Develop An Orientation Program For New Members	Past President John T. Roberts	Daniel Johnson
A9	500 (Theatre)	Forum: How To Run Effective Board Meetings	Past President Gene R. Overholt	Bill Brown
A10	500 (Theatre)	Forum: 1991-93 Major Emphasis Program	Preston A. "Pres" Davis, Chairman 1990-91 International Committee on Major Emphasis	Chris Rice

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<u>LOCATION</u>	<u>SEATING CAPACITY</u>	<u>TITLE</u>	<u>MODERATOR</u>	<u>ORGANIZER</u>
1/2 California Ballroom	650 (Rounds of 10)	Forum: Membership Recruitment/Retention	George Kane, D.D.S., Chairman, International Committee on Growth	Jeff De Witt
<b>SET VI    Wednesday, June 26, 1991 - 1:15 p.m. - 2:30 p.m.</b>				
1/4 California Ballroom	400 (Theatre)	Forum: Liability Insurance	Past International President Frank J. DiNoto	John Merski
1/4 California Ballroom	400 (Theatre)	Forum: Help Session For Club Organized in 1990 or 1991	Past President Mark A. Smith, Jr.	Garold Johnson
A9	500 (Theatre)	Forum: Club Bulletins	George D. "Jake" Swartout, Chairman 1990-91 International Committee on Marketing of Kiwanis	David Blackmer
A10	500 (Theatre)	Forum: Public Relations	Robert E. Lynch Chairman, 1990-91 International Committee on Special Communications	David Blackmer
1/2 California Ballroom	650 (Rounds of 10)	Training: Incoming Club Presidents	Past International President Merald T. Enstad	John E. Johnson

<u>LOCATION</u>	<u>SEATING CAPACITY</u>	<u>TITLE</u>	<u>MODERATOR</u>	<u>ORGANIZER</u>
<b>SET VII Wednesday, June 26, 1991 - 2:45 p.m. - 4:00 p.m.</b>				
1/4 California Ballroom	400 (Theatre)	Forum: How To Build The Club's Administrative Account	Past International President Ted R. Osborn	Bill Brown
1/4 California Ballroom	400 (Theatre)	Forum: Human And Spiritual Values	Stanley E. Snow Chairman 1990-91 International Committee on Human and Spiritual Values	Sally Barnard
A9	500 (Theatre)	Forum: Stimulating More Active Member Involvement	Past International President Merle H. Tucker	John E. Johnson
A10	500 (Theatre)	Forum: How To Run Effective Club Meetings	John J. "Jack" Horton Chairman, 1990-91 International Ad Hoc Committee On Proper Functioning Within Kiwanis	Bill Brown
1/2 California Ballroom	650 (Rounds of 10)	Forum: Club Success Stories	L.J. "Les" Mace Chairman, 1990-91 International Committee On Community Services	Chris Rice

XXX - PROCEDURES FOR KIWANIS OFFICIAL REGIONAL MAGAZINES

XXX - General

A regional magazine shall adhere to Kiwanis International's Procedures 160-164, which govern the official publication, Kiwanis magazine, in regard to "general" guidelines (161), "advertising" guidelines (162), "criteria for publication of club activities" (163), and publication of "editorials" (164).

XXX - Start-up

Prior to receiving official regional magazine status, the following actions shall be taken by the district board or regional body responsible for the regional magazine:

- a. Provide evidence that there shall be a circulation potential of at least 2,000 members.
- b. Draft and adopt a mission statement for the regional magazine to establish long-range planning and editorial consistency. This mission statement shall be modeled after the official Kiwanis Magazine Mission Statement.
- c. Establish a staff that includes at least an editor and a business manager. This staff may perform its duties under either a voluntary or salaried basis, which shall be determined by the district board or regional body overseeing it.
- d. Appoint an editorial board, which will be responsible for approving editorial, art, and advertising materials prior to publication. This editorial board shall be composed of the editor, business manager, two Kiwanis club members from the region who shall be appointed by the district board or regional body, and the International Secretary or his designate as an ex-officio member.
- e. Determine the regional magazine's frequency of publication. The regional magazine shall be published at least quarterly and no more than ten times per year.
- f. Establish the regional magazine's paper measurements, paper quality, cover flag, magazine design, and printing quality, all of which shall be of the highest standards and similar to those of the official Kiwanis magazine. These publication format specifications shall be subject to review and approval by the Kiwanis International Secretary or his designate.



- g. Let bids for the selection of the printing company that will be used to print the regional magazine. These bids will be requested from qualified printing companies to determine the one capable of meeting publication standards at the lowest cost.
- h. No later than January 1, prepare a production schedule and detailed income/expense budget for the next administrative year for submission to the Kiwanis International Board for review and approval. This budget shall include recommended subscription costs that will allow for the building of a surplus fund to lessen the need for annual subscription rate increases. Projected budgets should allow for a five-year maximum at the same subscription rate.

XXX - Publisher

Kiwanis International shall be the Publisher of the regional magazine, but the development, production, and distribution of the regional magazine, including all related costs, shall be the responsibility of the district board or regional body in which it is published. Kiwanis International representatives, however, shall supervise and monitor the regional magazine, which will be subject to annual evaluation conducted jointly by the Kiwanis International Secretary or his designate and the regional magazine's staff.

XXX - Editorial Requirements

The regional magazine's editorial content shall, in part, serve to promote Kiwanis and to motivate and educate Kiwanis club members, as well as to represent the clubs in the region. The regional magazine shall not be a bulletin or newsletter, but rather a publication of stature and journalistic excellence.

The regional magazine shall publish articles supplied by Kiwanis International on a quarterly basis which are designated as "required." In addition, Kiwanis International shall submit to the regional magazine staff articles which are designated as "suggested" or "optional." These articles shall be supplied to the regional magazine in English, and their translation shall be the responsibility of the regional magazine staff or its designated translators.

Whenever possible, Kiwanis International also shall supply photography and/or artwork to complement these articles.

XXX - Subsidization

Kiwanis International may provide a subsidy to be determined the first administrative year of officialization to assist with the regional magazine's "start-up costs," which can include expenses related to staffing, office rental, and the production and mailing of materials that promote the regional magazine and subscriptions, as well as production costs.

In subsequent administrative years, Kiwanis International may provide a subsidy to cover a deficit. Any such subsidy shall be subject to review and approval by Kiwanis International Board, and shall be distributed after the end of the administrative year after a budget audit.

XXX - Circulation

Kiwanis International may supply the mailing labels required for the distribution of the magazines.

REPORT OF THE BOARD COMMITTEE ON ADMINISTRATION  
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES  
SEPTEMBER 30-OCTOBER 4, 1990

Dates of Committee Meeting: September 30, 1990

Place of the Meeting: International Office

Present Members: Ian Perdriau  
 Alfred L. Provasi  
 Robert E. Wales

Chairman: Kenneth W. Smith, D.C.

Others: Wil Blechman M.D.,  
 Robert L. McCurley Jr.,  
 Kevin W. Krepinevich

Staff: Donald R. Collins, Pat Hatcher,  
 Larry Horney, John Merski, Jr.,  
 and W. Thomas Nelson, Jr.

Items  
 Reviewed: Status report, Committee  
 responsibilities, 1990-91  
 International committee  
 reports, Convention disaster  
 insurance, and Past President  
 Counselor report.

Review of Property, Casualty, and General Liability Insurance Policies

The risk management program currently employed by Kiwanis International was reviewed. All policies relative to property and casualty and general liability are included in this program.

Proposals for the ensuing policy year were received from Donchin-Hecht in Chicago and Wells & Company in Indianapolis. After reviewing the proposals, the committee agreed to accept the Wells & Company offer. The programs included in the proposal were comprehensive and extremely competitive. (see Exhibit A)

Additional discussion dealt with the merit of utilizing a single broker in the implementation of the Kiwanis insurance programs.

At this time the KI risk management and health and welfare insurance programs are being serviced by two brokers unnecessarily.

Recommendation #1

The Committee recommends awarding the entire insurance program to Wells & Company including the health and welfare and the complete risk management program as outlined in Exhibits A & B effective with the November 1, 1990 renewal date.

I move that Recommendation #1 be adopted.

(Adopted)

Finance: Budget impact within budget assumptions  
Procedure: In compliance

Adjustment to Procedure 183 Considering Liability Insurance Investigation of Claims.

The Board approved Procedure 183 at the January 1990 meeting. The purpose of the procedure is to provide clubs with additional support in cases where there is an expected exposure to the club and or Kiwanis International of substantial size. The board approved a team consisting of legal, insurance, board, and staff to investigate potential high risk claims.

The Past Presidents recognized the importance of the investigation team and the potential assist to all Kiwanis clubs in the United States, Canada, and the Caribbean. However, they asked the committee to reconsider the construction of the investigation team.

The procedure was reviewed and a change is being recommended.

Recommendation #2

The Committee recommends that Procedure 183 be amended as follows:

Procedure 183 - General Liability Insurance - Criteria For The Investigation of Crisis General Liability Claims

- a. An investigation team shall be established to monitor selected bodily and property damage claims against Kiwanis International.
- b. A team will consist of a minimum of ~~four~~ three people: A member of the Board of Trustees appointed by the President, the International Secretary or designee, the Insurance broker, ~~and the Staff~~ liaison for the insurance program

c. The team will conduct an on-site investigation of the following type claims:

1. A claim resulting in the death of any individual.
  2. A claim resulting in any loss of limb.
  3. A claim resulting in bodily injury or property damage with expected costs in excess of \$25,000.
  4. A claim resulting in potential damage to the name of Kiwanis International.
- d. All costs associated with the investigation shall be charged to the comprehensive general liability insurance program.

I move that Recommendation #2 be adopted.

(Adopted)

Finance: a savings of \$2,400 in 90-91 Budget in account #486-7201-001

Procedure: Refer to Board Committee on Policies, Procedures, and

Structures for Insertion.

#### Creation of Full-Time Chinese Translator Position

Beginning in the 1989-90 fiscal year, the Board approved the funding of a part-time (18.5 hours per week) Chinese Translator. This position had been anticipated for several years as a result of increased growth in the Republic of China District and, at the time, Kiwanis growth plans for Hong Kong and the People's Republic of China.

Initially, it was hoped that the Translator would split time equally among three functions: translations/interpretation support for the Board of Trustees, translations of in-coming and out-going office correspondence for Chinese-speaking Kiwanians and clubs in the Republic of China District, and the translations of core materials into Chinese.

After nearly a year, it has become increasingly clear that this arrangement is not working. First, the amount of staff time needed to support the Board at, say, a combination Board meeting and International Convention is approximately 90 hours.

After having worked one of these events, we are obligated to ask the translator not to come in for up to three weeks afterward so that the overall average of 18.5 hours per week

is maintained. This creates a "peaks and valleys" problem in terms of availability and continuity of staff work.

Recommendation #3

The Committee recommends that the Chinese Translator be changed from part-time (18.5 hours per week) to full time (37.5 hours per week).

The Committee further recommends that, effective with the 1990-91 administrative year (October 1, 1990), authorization be given for an overexpenditure in the amount of \$12,523 in Account 131-7001-001 Salaries and \$1,277 in Account 131-9964-717 Employee Benefits. This would be offset by a reduction in expense of \$12,300 in Account 131-8130-001 Translations.

I move that Recommendation #3 be adopted.

(Adopted)

Finance: Budget impact as stated  
Procedure: in compliance

Additional Secretarial Support for Non-North American Field Operations

A report concerning the need for additional secretarial staff support in the area of Non-North American Field Operations was submitted to the committee for review. Currently the two Directors in this area share the services of a single secretary working half-time in Field Operations-Latin America and half-time in Field Operations-Asia-Pacific divided equally in the two department budgets. As the directors develop their areas of responsibility it is increasing difficult for the one secretary to service the needs of both the Latin American and Asia Pacific regions.

As a result, chronic backlogs have resulted - backlogs which are visible and felt in the field. Costs related to adding one additional secretary to this area were included in the report.

Recommendation #4

The Committee recommends authorizing an additional full time Administrative Secretary for Non-North American Field Operations.

The Committee further recommends that \$5,000 be authorized for capital expenditures and, effective with the beginning of the 1990-91 Administrative year (October 1, 1990), authorization be given for overexpenditures in the amounts of \$9,215 in Account

135-7001-001, \$8,511 in Account 136-7001-001, \$2,347 in Account 135-9964-717, and \$2,177 in Account 136-9964-717.

I move that Recommendation #4 be adopted.

(Adopted)

Finance: Budget impact as stated  
Procedure: in compliance

#### Consideration for Staggered Dues Billing

An update (See Exhibit C) of a report developed to explore the possibilities of modifying the current semi-annual billing process to a staggered cycle was reviewed.

After careful consideration and discussion the committee suggests that the current system has shown marked improvement in the processing of the semi-annual billing. A clear example is the time taken of posting accounts from over twelve (12) days to just four (4). The report also shows that the implementation of a staggered billing process would realize an estimated loss of \$120,288 due to interest lost which is much greater than the \$20,000 of overtime cost that might be eliminated. This information will be shared with the District Secretaries. There are no further plans to alter the present billing process.

#### Report of the Alternative Income Projects Currently Underway

An updated report of the current Affinity card program was provided. (See Exhibit D) At this time there are 7,364 affinity cards purchased by Kiwanis members. The majority of the card purchases, over 83% have been established due to the telemarketing efforts.

All indications are that Kiwanis may very well generate over \$60,000 in income the first year of this program. However, there has been some concern by a number of Kiwanians of the existence of the program. There have been 84 complaints officially logged at the International Office since the implementation of the affinity card program. There have been various concerns expressed. Efforts have been made to curtail all the technical complaints.

After discussion, the committee suggests that another full cycle of the telemarketing process needs to take place as a result of the program modifications in order to better evaluate the program. The second cycle is scheduled to begin shortly. If there continues to be adverse response, consideration must be given to the continuance of the program.

Disaster Recovery Plan

A first draft of a disaster recovery plan was reviewed. The plan was developed strictly for the use by the Finance/MIS division in the event of a building catastrophe resulting in the destruction of the Kiwanis main frame computer system. The plan is designed to minimize or eliminate any business interruption.

Future additions to the plan addressing other departments will be developed for all aspects of the Kiwanis International Office operations. As the programs are developed, they will be shared with the committee.

Ian Perdriau  
Alfred L. Provasi  
Robert E. Wales  
Kenneth W. Smith, D.C. Chairman



**EXHIBIT A**

**EXHIBIT B**

**Exhibit A** of the Report of the Board Committee on Administration, "Kiwanis International Property/Casualty Insurance Specifications for November 1, 1990, to November 1, 1991," is now Exhibit #14 of the September 30-October 4 and 7, 1990, Minutes.

**Exhibit B** of the Report of the Board Committee on Administration, "Kiwanis International All Risk Insurance Program for 1990-91," is now also Exhibit #14 of the September 30-October 4 and 7, 1990, Minutes.

MEMORANDUM

EXHIBIT C

TO: Donald R. Collins

September 24, 1990

FROM: Robert M. Scroggin *BS*

SUBJECT: Staggered Billing

The question of Kiwanis International changing its semi-annual billing procedure to a more frequent method was compared with other organizations as follows:

<u>Organization</u>	<u>No. of Clubs</u>	<u>No. of Mbrs.</u>	<u>No. of Countries</u>	<u>No. of Districts</u>	<u>Frequency of Billing</u>	<u>% of cbs Billed</u>	<u>% O/S U. S.</u>
Lions International	39,297	1,369,079	166	678	Semi-annual	100	60
Rotary International	24,408	1,076,913	167	465	Semi-annual	100	62
Kiwanis International	8,382	317,017	73	45	Semi-annual	100	30
U.S. Jaycees	4,790	237,351	1	(50 states)	Monthly/annual	8.3	-0-
Toastmasters Int'l	6,900	150,000	50	68	Semi-annual	100	
Sertoma International	947	35,101	3	(7 regions)	Quarterly	100	
Civitan International	1,095	36,500	7	38	Quarterly	100	
Optimist International	3,942	165,566	3	50	Quarterly	100	
Pilot Club Int'l	625	19,500	9	20	Semi-annual	100	
Soroptimist (Americas)	1,438	49,651	23	(7 regions)	Annually	100	
Zonta International	1,014	34,345	52	21	Annually	100	

(Note: the information above was taken from the 1989 SCLC data sheets.)

F:MEMOS / P:DC091090A

EXHIBIT C

If Kiwanis International were to change the current procedure of billing clubs semi-annually to one billing on the anniversary month, the following would need to be considered:

ADVANTAGES TO THE CHANGE:

1. Even out the work load and paper flow which eliminates peak or seasonal fluctuations
2. Reduce or eliminate overtime
3. Reduce large volumes of computer printing and mailing
4. More frequent billings would result in fewer items being received monthly, allowing for quicker depositing and posting of payments
5. The number of not-in-good standing, suspended, and non-meeting letters would be more evenly distributed among the twelve months

DISADVANTAGES TO THE CHANGE:

1. Awards for new clubs built would be affected, as well as, other award programs for Governors and Lt. Governors
2. Districts would need to accept the change since KI also bills for districts
3. More frequent billings would increase the amount of correspondence needed to resolve differences and add to the difficult situation of getting clubs to make timely reports and payments
4. More frequent billings might require additional staff if overtime is eliminated
5. Eliminating the seasonal fluctuation would eliminate the break in the paper flow which currently provides time to do other task; such as, taking vacations, changing procedures, and planning for the next billing period
6. Additional audit time could be required to verify total annual income
7. Billing clubs and writing letters to resolve problems in June and July (convention and vacation months) would be an additional hardship
8. Cash flow would be more evenly distributed among the twelve months which would lower interest income
9. All training materials and other related documents that discuss the billing procedures would require revision
10. Billing techniques for Korea, Japan, Republic of China and the Philippines were recently made. Clubs in these countries need time to adapt to these new procedures before making additional changes

The analysis below uses the semi-annual billing data from the October 1, 1990 statements for first half of the 1990-91 fiscal year. This example assumes 60% of all amounts billed will be collected in the first month (Oct.), 30% in the second month and 10% in the third month. To simplify the calculations, no consideration was given to separating payments by country or district. The financial impact of changing the billing procedure to a monthly cycle is noted below by the interest earned, assuming an interest rate of 8%.

<u>Interest Income</u>	<u>1st 6mo.</u>	<u>2nd 6mo.</u>	<u>Total</u>	<u>Diff</u>
Billing Semi-annually	\$165,396	\$165,396	\$330,792	current method
Billing Annual or Semi- annual dues (monthly based on anniversary)	\$105,252	\$105,252	\$210,504	
	<u>\$ 60,144</u>	<u>\$ 60,144</u>		\$120,288
	=====	=====		=====

In addition to some of the disadvantages noted above, the organization would lose about \$120,288 in interest income annually, which is much greater than the \$20,000 of overtime cost that might be eliminated.

Processing fees or new member income should be unaffected by any change in the billing cycle. However, pro rata dues income would have to be modified downward if billing periods are more frequent.

Dues income would also be affected if the pro rata dues procedure remained unchanged. For example, new members that join between semi-annual billing periods are billed dues on the next billing. This means that during a new members first year in Kiwanis, they would pay half the annual amount. If we billed annually, new members would not pay any dues until billed on the next billing which could be as much as eleven months later. It's estimated that 200 new clubs at 25 members each or 5,000 members would not pay the \$9 for half a year or \$45,000 of lost revenue.

RMS/tw

KIWANIS INTERNATIONAL  
STATEMENT OF ASSUMPTIONS  
STAGGERED BILLING

SEMI-ANNUAL BILLING

Country	Billing Period	No. of Clubs	No. of Mbrs	Total Billed	DUES	MAGS	INS.
USA *	10/1/90	7318	289,936	\$4,207,265	\$2,591,474	\$927,423	\$688,368
KOREA	10/1/90	28	847	\$7,622	\$7,622		
PHIL-L	10/1/90	158	3,375	\$30,342	\$30,342		
PHIL-S	10/1/90	71	1,603	\$14,411	\$14,411		
JAPAN	10/1/90	13	1,309	\$11,781	\$11,781		
ROC	10/1/90	82	3,275	\$29,475	\$29,475		
Europe	10/1/90	822	23,324	\$209,916	\$209,916		
SEMI-ANNUAL TOTAL		8,492	323,669	\$4,510,812	\$2,895,021	\$927,423	\$688,368
AVERAGE PER CLUB			38	\$531	\$341	\$127	\$94

COLLECTION HISTORICALLY:

1ST MONTH OF BILLING	60%
2ND MONTH OF BILLING	30%
3RD MONTH OF BILLING	10%

INTEREST RATE	8%
---------------	----

\* Includes Canada, Latin America and other countries not listed.

KIWANIS INTERNATIONAL  
STATEMENT OF ASSUMPTIONS  
STAGGERED BILLING

SEMI-ANNUAL BILLING

	-----	-----	MONTHS OF COLLECTION				-----	-----
	1ST	2ND	3RD	4TH	5TH	6TH	TOTAL	
CASH FLOW	\$2,706,487	\$1,353,244	\$451,081					\$4,510,812
ACCUM - C/F	\$2,706,487	\$4,059,731	\$4,510,812	\$4,510,812	\$4,510,812	\$4,510,812		
INTEREST	\$18,043	\$27,065	\$30,072	\$30,072	\$30,072	\$30,072		\$165,396
ACCUM - INTEREST	\$18,043	\$45,108	\$75,180	\$105,252	\$135,324	\$165,396		

MONTHLY-BILLING

	-----	-----	MONTHS OF COLLECTION				-----	-----
	1ST	2ND	3RD	4TH	5TH	6TH	TOTAL	
AMT. BILLED	\$751,802	\$751,802	\$751,802	\$751,802	\$751,802	\$751,802		\$4,510,812
CASH FLOW	\$751,802	\$751,802	\$751,802	\$751,802	\$751,802	\$751,802		
ACCUM - C/F	\$751,802	\$1,503,604	\$2,255,406	\$3,007,208	\$3,759,010	\$4,510,812		
INTEREST	\$5,012	\$10,024	\$15,036	\$20,048	\$25,060	\$30,072		\$105,252
ACCUM - INTEREST	\$5,012	\$15,036	\$30,072	\$50,120	\$75,180	\$105,252		

Date: September 25, 1990

KIWANIS INTERNATIONAL

Signed: October 1989

Total accounts

Approved: 7,364--Total 9/17/90

Membership Size: 275,000

Open Accounts: 6,212--Credit Card

Penetration: 2.2%--Credit Card

52--Business Card

.01%--Business Card

6,264--Total 9/31/90

Program: Gold Mastercard  
Silver Mastercard  
Business Card

Annual Fee: Gold Mastercard \$40  
Silver Mastercard \$20  
Business Card \$25

Annual Percentage Rate: 17.9%

Compensation Deal: Credit Card  
\$1.00 per new account  
\$3.00 per renewed account  
\$ .25 per net retail transaction

Business Card  
\$4.00 per new account  
\$5.00 per renewed account

Compensation/Paid Last Quarter: \$2,335.00 (2nd Quarter)

Net Sales Last Quarter: \$305,468.32 (2nd Quarter)

Outstandings: \$2,070,240.00

Marketing Responses

Advertisement:

Date	Gross Response	Approved	Declined	Approval Rate
5/90	814	280	534	34%
8/90	100	16	60	16%

Credit Card Responses-Mail

Date	Quantity Mailed	Gross Response	Response %	Approved	Declined	Approval Rate
4/90	185,023	2,261	1.22%	821	1,440	36%
8/90	268,119	287	1.07%	100	187	35%

Credit Card Responses-Telemarketing

Date	YTD Contacts	YTD Sales	YTD Sales Per Hour	Approvals	App % Rate
1990	82,830	11,145	1.65	6,061	59.3%

Business Card

Date	Quantity Mailed	Gross Response	Response %	Approved	Declined	Approval Rate
11/89	169,951*	197*	.12%	58*	139*	29%

\* Includes results from combination Credit Card/BusinessCard mailing

Editorial

Date	Gross Response	Approved	Declined	Approval Rate
5/90	24	9	15	38%

Take One's

Date	Gross Response	Approved	Declined	Approval Rate
6/90	34	18	16	53%

Poster

Date	Gross Response	Approved	Declined	Approval Rate
6/90	5	1	4	20%



KIWANIS INTERNATIONAL  
PROPERTY/CASUALTY INSURANCE SPECIFICATIONS  
FOR  
NOVEMBER 1, 1990-91

NAMED INSURED: KIWANIS INTERNATIONAL, ETAL.,  
COVERAGE TERM: November 1, 1990 to November 1, 1991

COMMERCIAL PROPERTY: Location: 3636 Woodview Trace  
Indianapolis, Indiana  
46268  
  
Construction: Masonary, Noncombustible,  
fully sprinkled, two story  
with basement  
  
Year Built: 1982  
  
Area: 60,000 Sq. Ft. occupied as offices  
  
Protection Class: 7

COVERAGES: All Risk of Direct Physical Loss  
  
Valuation - Replacement cost on Building  
and Contents  
  
Agreed Value - Building and Contents

LIMITS: Building = \$3,600,000 @ 90%  
  
Contents = \$2,165,000 @ 90%  
  
Extra Expense = \$500,000

DEDUCTIBLES: \$1,000 on Building and Contents  
  
40%/80%/100% Limitation on Extra Expense

**VALUABLE PAPERS:**

Coverage; All Risks of Direct  
Physical Loss

Limit; \$100,000

Deductible; \$ 250

Documents; Corporate records, club  
charters, legal documents,  
etc.

**MISCELLANEOUS BUSINESS PERSONAL PROPERTY FLOATER:**

Coverage; All Risks of Direct  
Physical Loss

Limit; \$25,000 subject to a  
maximum of \$5,000 any one  
item

Coinsurance; 100%

Deductible; \$ 250

**WORKER'S COMPENSATION:**

Limits; Statutory  
Employers Liability:

\$100,000 BI by Accident  
\$500,000 Policy Limit - Disease  
\$100,000 BI by Disease/Employee

Endorsements: All States Endorsement  
Voluntary Compensation Endorsement  
Stop Gap Liability - State Fund States  
Foreign Voluntary Compensation  
Endorsement including Repatriation and  
Endemic Disease.  
U. S. Longshoremen's & Harbor Workers  
Act Endorsement

Experience Modification: 1.28 Expiring  
1.24 Effective 11/1/90

**Exposure Data:**

<u>State</u>	<u>Classification</u>	<u>Code</u>	<u>Est. Payrolls</u>
IN	Clerical & Office Employees	8810	\$3,118,300
	Bldgs. NOC - Operation by Owner	9015	40,200
CA	Salespersons - Outside	8742	55,000
IL	Salespersons - Outside	8742	30,600
CO	Salespersons - Outside	8742	29,000
PA	Salespersons - Outside	8742	29,000

**COMMERCIAL GENERAL LIABILITY:**

**Limits of Liability:**

General Aggregate	\$2,000,000
Products/ Completed Operations Aggregate	\$2,000,000
Personal & Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Fire Damage (Any One Fire)	\$ 100,000
Medical Expense (Any One Person)	\$ 5,000

**Endorsements:**

All Kiwanis Affiliated Members As Additional Insured  
Volunteer Workers As Additional Insured

**Quotation Options:**

General aggregate applying on a "Per District" Basis.  
(28 Districts in the U.S. and 2 in Canada)

**Exposure Data:**

<u>Classification</u>	<u>Code</u>	<u>Premium Basis</u>
Clubs - Civic or Social (USA & Canada)	41663	278,000 Members
Clubs - Civic or Social (Caribbean Countries)	41663	2,500 Members

**COMMERCIAL AUTOMOBILE:**

<b><u>Limits:</u></b>	Liability	\$1,000,000	CSL
	Uninsured Motorists	\$1,000,000	CSL
	*Non-Owned & Hired Auto	\$1,000,000	CSL
	Medical Payments	\$ 5,000	
	Hired Car Phys. Damage	\$ 30,000	
	Comprehensive (ACV)	\$ 250	Ded
	Collision (ACV)	\$ 500	Ded

NOTE: Non-Owned Auto Liability is to apply to all club members, Volunteer workers, and Kiwanis International Staff.

**Exposure Data:** Owned Auto = 1986 Dodge Royal B-350 Maxi Van  
Ser# 2B5WB31W1GK513686  
Cost New = \$16,000  
Garaged = Indianapolis, Indiana  
Radius = Local  
Class = 4122

**COMMERCIAL UMBRELLA LIABILITY:**

<b><u>Limits:</u></b>	\$50,000,000/Occurrence \$50,000,000/Annual Aggregate
<b><u>Retention:</u></b>	None or \$10,000
<b><u>Coverage Extensions:</u></b>	First Dollar Defense Defense in Addition to Limits
<b><u>No Exclusions For:</u></b>	Athletic Participants Fireworks Mechanical Amusement Devices Sexual Harassment/Molestation

**COMMERCIAL CRIME:**

<b><u>Limits:</u></b>	Employee Dishonesty	\$200,000
	Loss Inside Premises	\$ 10,000
	Loss Outside Premises	\$ 12,000
	Counterfeit Currency	\$ 1,000
	Depositors Forgery	\$100,000
	Deductible	None

**COMMERCIAL CRIME (PHILIPPINES):**

<b><u>Limits:</u></b>	Employee Dishonesty	\$ 50,000
	Loss Inside Premises	\$ 5,000
	Loss Outside Premises	\$ 5,000

<b><u>Deductible:</u></b>	\$ 250
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**KIDNAP/RANSOM:**

<b><u>Limits:</u></b>	\$5,000,000
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<b><u>Deductible:</u></b>	None
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**DIRECTORS & OFFICERS LIABILITY:**

<b><u>Limits:</u></b>	\$5,000,000
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<b><u>Retentions:</u></b>	Each Dir/Ofcr	\$ 1,000	Each Loss
	All Dirs/Ofcrs	\$ 2,500	Aggregate
	Corp. Reimbursement	\$ 25,000	Each Loss

**FIDUCIARY LIABILITY:**

<b><u>Limits:</u></b>	\$2,000,000
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<b><u>Deductible:</u></b>	None
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**ELECTRONIC DATA PROCESSING:**

<b><u>Limits:</u></b>	Equipment	\$ 361,113
	Media	\$ 78,000
	Extra Expense	\$ 10,000

<b><u>Deductible:</u></b>	\$ 500
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**BLANKET ACCIDENT MEDICAL :**

<b><u>Coverages:</u></b>	Principal Sum	\$ 5,000
	Loss of Life or two or more members	Sum
	Loss of one member	1/2 Sum
	Aggregate Limit/ Accident	\$ 1,500

<b><u>Expenses:</u></b>	Medical	\$ 1,000
	Dental	\$ 500

**Deductible:**      Medical/Dental              \$              100

**Endorsements:**

    All Kiwanis affiliated members as Insured  
    Volunteer workers as additional Insured

**Exposure Data:**

<b><u>Classification</u></b>	<b><u>Code</u></b>	<b><u>Premium Basis</u></b>
Clubs - Civic or Social (USA & Canada)	41663	278,000 Members
Clubs - Civic or Social (Caribbean Countries)	41663	2,500 Members

KIWANIS ALL RISK INSURANCE PROGRAM 1990-91

COVERAGES BY TYPE	1989-90 PREMIUM	PROPOSED PREMIUM	PERCENT EXCHANGE
=====	=====	=====	=====
BOILER	710	1,250	
	=====	=====	
<b>SUBTOTAL</b>	710	1,250	76.06%
COMMERCIAL PROPERTY	8,386	4,028	
VALUABLE PAPERS	Included	Included	
MISC. PROPERTY FLOATER	Included	Included	
ELECTRONIC DATA PROCESSING	Included	565	
	=====	=====	
<b>SUBTOTAL</b>	8,386	4,593	-45.23%
WORKER'S COMPENSATION	9,551	11,238	
	=====	=====	
<b>SUBTOTAL</b>	9,551	11,238	17.66%
COMMERCIAL GENERAL LIABILITY	852,060	858,550	
UMBRELLA LIABILITY	398,000	435,164	
	=====	=====	
<b>SUBTOTAL</b>	1,250,060	1,293,714	3.49%
COMMERCIAL AUTOMOBILE	2,297	2,194	
	=====	=====	
<b>SUBTOTAL</b>	2,297	2,194	-4.48%
COMMERCIAL CRIME (USA)	1,250	905	
COMMERCIAL CRIME (PHILIPPINES)	Included	544	
	=====	=====	
<b>SUBTOTAL</b>	1,250	1,449	15.92%
DIRECTORS & OFFICERS LIABILITY	11,330	13,150	
FIDUCIARY LIABILITY	Included	1,941	
KIDNAP/RANSOM	3,607	2,200	
	=====	=====	
<b>SUBTOTAL</b>	14,937	17,291	15.76%
	=====	=====	
<b>TOTAL</b>	1,287,191	1,331,729	3.46%

REPORT OF THE BOARD COMMITTEE ON SPONSORED PROGRAMS  
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 30-October 4 and October 7, 1990

Date of Committee Meeting: September 30, 1990

Place of Committee Meeting: International Office, Indianapolis, Indiana

Present: Members - W. Gene Engelhardt, Joe L. Griffeth, M.D., William L. Lieber  
Chairman - Arthur D. Swanberg  
Staff - James P. "Pete" Tinsley, Gayle L. Beyers, David A. Wohler,  
Kristen L. Bowers, Julie Alexander

Review

The Committee reviewed the 1989-90 year-end status report as presented by staff members from each department. Updated statistics were provided to Committee members. The Committee reviewed its responsibilities as outlined in Board Procedure. The Committee also reviewed and commented on the reports of the 1990-91 International Committees for Builders Club, Key Club and Circle K.

CIRCLE K

Approval of Amendments of Circle K Constitution and Bylaws

The Committee reviewed the proposed amendments to the Circle K International Constitution and Bylaws as adopted by the House of Delegates at the 35th Annual Circle K Convention. The Committee found all of the amendments to be acceptable and in accordance with procedure and constitutional requirements.

Recommendation #1:

The Committee recommends that the Amendments to the Constitution and Bylaws of Circle K International as presented in Exhibit A be approved.

I move that Recommendation 1 be adopted.

(Adopted)

Finance: No impact  
Procedure: In compliance



### Circle K Policy and Procedures Code

The Committee received a copy of the Circle K International Policy and Procedures Code as revised by the 1989-90 Circle K International Board. The Committee will review the documents and consider their approval during the January Kiwanis Board Meeting. The Committee requests all Board members to review these documents and offer input between now and January.

### Open Discussion on Circle K International

The Committee discussed issues facing Circle K International. Committee members and staff will review, by the January Board Meeting, the "Roberts Report" on Circle K, as well as the research paper prepared by 1989-90 Circle K International President Wendy L. Schrick.

### Key Club/Circle K Convention Site Selections

The Committee discussed the fact that to this point there have been no procedures/policies to guide the Key Club and Circle K boards in the selection of future convention cities. While the Committee believes these decisions rest with the respective boards, it does believe there is a need to codify the current practices. The Committee asked staff to draft a proposed procedure for consideration at the January Board Meeting. The Committee also discussed protocol to be followed in contacting districts that are prospective sites for international Sponsored Youth conventions.

### KEY CLUB

#### Amendments to the Key Club International Constitution and Bylaws

The Committee reviewed the proposed amendments to the Key Club International Constitution and Bylaws as adopted by the House of Delegates at the 47th Annual Key Club Convention. The Committee found four of the five amendments to be acceptable and in accordance with procedure and constitutional requirements.

#### Recommendation #2:

The Committee recommends that the amendments to the Constitution and Bylaws of Key Club International as presented in Exhibit B be approved.

I move that Recommendation 2 be adopted.

(Adopted)

Finance: No impact  
Procedure: In compliance

The Committee also reviewed a proposed bylaw amendment which would require the distribution, upon request, of all Key Club International Board Meeting Minutes to the Key Club District Governors and Administrators. The Committee delayed consideration of this proposed amendment until clarification of the contents of "minutes" is made by the Key Club International Board at its October, 1990 meeting.

## BUILDERS CLUB

The Committee reviewed the report and proposals of the 1990-91 International Committee on Builders Club. One suggestion was to change the title of the individual on the district level responsible for the Builders Club Program from "Chairman of the Committee on Builders Club" to "Builders Club District Administrator." The Committee believes that, inasmuch as Builders Club has no structure above the club level, the title of administrator is not applicable. However, in researching this question the Committee discovered that Builders Club is not included in the listing of required standing committees in the Standard Form for District Bylaws. The Committee believes that the continued development of this program requires the support of a Builders Club committee in each district.

### Recommendation #3:

The Committee recommends that the Kiwanis International Standard Form for District Bylaws be amended as follows:

#### Article VII, Standing Committees

Sec. 1 The basic committee structure shall include the following standing committees:

- a. Youth Services
- b. Circle K Clubs
- c. Key Clubs
- d. Builders Clubs
- e. Citizenship Services
- f. International Relations
- g. Support of Spiritual Aims
- h. Major Emphasis Programs
- i. Administration
- j. Achievement
- k. Convention
- l. Finance and Fund Raising
- m. Laws and Regulations
- n. Membership Growth and Education
- o. New Club Building
- p. Past District Governors
- q. Public Relations
- r. Resolutions
- s. Promotion of Sponsored Youth

I move Recommendation 3 be adopted.

(Adopted)

Finance: No impact

Procedure: In compliance

### Use of Logos

The Committee believes that the inclusion of the Builders Club logo and name with those of the other sponsored programs will increase awareness of all programs and assist in new club building efforts.

#### Recommendation #4:

The Committee recommends that a new section e. be added to Procedure 192.

#### 192 - Emblems

e. When a collective reference is made to the sponsored programs of Kiwanis International the names and logos of all sponsored programs are to be included on said materials.

I move Recommendation 4 be adopted.

(Adopted)

Finance: No impact

Procedure: Referred to Policies, Procedures and Structures Committee for insertion

### Builders Club Reporting/Awards

The Committee reviewed the proposal of the 1990-91 International Committee on Builders Club to institute a reporting system and awards program. There is currently no system in place for reporting the activity of Builders Clubs. The Committee believes this information is necessary in order to tailor future program development to the needs of Builders Clubs and sponsoring Kiwanis clubs. Further, the availability of this information would make it possible to recognize those Kiwanis clubs providing outstanding sponsorship to a Builders Club. An awards program of this type will encourage sponsoring Kiwanis clubs to provide the best possible level of support to Builders Clubs.

Information collected from these reports will be used to present Builders Club Sponsorship Awards to outstanding sponsoring Kiwanis clubs. The first awards will be made at the 1992 Kiwanis International Convention for outstanding sponsorship during the 1990-91 year.

#### Recommendation #5:

The Committee recommends that a quarterly Sponsorship Awards reporting system be implemented, during the 1990-91 administrative year, for Kiwanis clubs that sponsor Builders Clubs.

I move Recommendation 5 be adopted.

(Adopted)

Finance: Minimal impact

Procedure: In compliance

Respectfully submitted,

W. GENE ENGELHARDT  
JOE L. GRIFFETH, M.D.  
WILLIAM L. LIEBER  
ARTHUR D. SWANBERG, CHAIRMAN

**EXHIBIT A**  
**EXHIBIT B**

**Exhibit A** of the Report of the Board Committee on Sponsored Programs, "Proposed Amendments to the Constitution and Bylaws of Circle K International," is now Exhibit #16 of the September 30-October 4 and 7, 1990, Minutes.

**Exhibit B** of the Report of the Board Committee on Sponsored Programs, "Proposed Amendments to the Constitution and Bylaws of Key Club International," is now Exhibit #17 of the September 30-October 4 and 7, 1990, Minutes.

PROPOSED AMENDMENTS  
TO THE CONSTITUTION AND BYLAWS  
OF CIRCLE K INTERNATIONAL

To Be Submitted to The 35th Annual International Convention  
Anaheim, California  
August 20, 1990

June 1990

To all Circle K Clubs:

The following proposed amendments to the Constitution and Bylaws of Circle K International will be officially presented for action at the Annual International Convention in Anaheim, California on Monday, August 20, 1990.

Copies of the proposed amendments are being sent to each active Circle K club and district officer in accordance with the provisions of Articles XVII and XVIII of the Constitution. At the convention, the proposed amendments will be presented to the delegate body for consideration and action.

You will note that the column parallel to the proposed amendments includes the present article and section of the Constitution and Bylaws which is referred to in the proposed amendments. All proposed additions are underlined and proposed deletions are dashed. Reference is also made at the bottom of each amendment as to who is proposing the amendment.

6/26/90  
C:/WP/CKI/AMEND90

## Proposed Amendment #1

Preamble: The CKI Board believes that this section in the Constitution is unnecessarily vague and should be clarified.

CKI Constitution, Article VI, Section 2

Current Reading: "Section 2. Any student of good character who is officially enrolled for at least half time status, as defined by the institution in which a club exists, may be elected to active membership in said club. Membership shall become inactive when the above academic requirements are not met during the academic year. An academic year shall be as defined by the institution. When a District or International officer transfers to a school where a Circle K Club does not exist, the officer may be allowed a 90 day grace period to start said club. At the expiration of the allowed time, said membership in Circle K International suspended or revoked by action of the Board of Trustees of Circle K International."

Proposed Reading: "Section 2. Membership:

a. Any student of good character who is officially enrolled for at least half time status, as defined by the institution in which a club exists, may be elected to active membership in said club. Membership shall become inactive when the above academic requirements are not met during the academic year. An academic year shall be as defined by the institution.

b. When a District or International officer transfers to a school where a Circle K Club does not exist, the officer must be enrolled for at least half-time status at the new institution, and the officer may be is allowed a 90 day grace period to start said club. When a district or International officer transfers to a school where a Circle K club does exist, the officer shall join that club within 30 days of transfer. In the event that a club's minimum membership requirements prevent said officer from joining the club within the grace period, the club president shall notify the district or International board affected of such date when the officer may be eligible to join. Said officer must join the club no later than fourteen (14) days after the stated date.

If the officer has not joined by the expiration of the allowed time, said officer shall be removed from office by action of the district or International board affected. At the expiration of the allowed time, said membership in Circle K International suspended or revoked by action of the Board of Trustees of Circle K International."

PASSED

Submitted by: the International Board of Trustees



## Proposed Amendment #2

Preamble: This is a housekeeping amendment to reflect that dues are now delinquent on December 1.

CKI Constitution, Article VI, Section 3

Current Reading: "Section 3. Each Circle K Club shall adopt criteria which will serve as minimum membership requirements for all members and prospective members of CKI. Criteria shall be adopted by majority vote of the club board of directors. The criteria for students seeking membership shall include:

- a. payment of all club, district and international dues;
- b. club meeting attendance requirements;
- c. Circle K Education Seminar attendance requirements;
- d. attendance requirements for Circle K sponsored service, personal leadership development, and fellowship activities;
- e. fulfillment of any other requirement as set forth by the club, provided that these requirements do not violate the provisions of the Constitution and Bylaws of CKI.

The criteria for a student to retain active membership shall include:

- a. payment of all club, district and international dues by November 1..."

Proposed Reading: "Section 3. Each Circle K Club shall adopt criteria which will serve as minimum membership requirements for all members and prospective members of CKI. Criteria shall be adopted by majority vote of the club board of directors. The criteria for students seeking membership shall include:

- a. payment of all club, district and international dues;
- b. club meeting attendance requirements;
- c. Circle K Education Seminar attendance requirements;
- d. attendance requirements for Circle K sponsored service, personal leadership development, and fellowship activities;
- e. fulfillment of any other requirement as set forth by the club, provided that these requirements do not violate the provisions of the Constitution and Bylaws of CKI.

The criteria for a student to retain active membership shall include:

- a. payment of all club, district and international dues by ~~November~~ December 1..."

PASSED

Submitted by: the International Board of Trustees

Proposed Amendment #4

Preamble: Costs of providing services to clubs and districts have risen dramatically, but the number of Circle K members and dues have not. To avoid cutting the level of service provided to CKI, International dues must be increased.

CKI Constitution, Article XIV, Section 1

Current Reading: "Section 1. Each Circle K Club shall pay to Circle K International for every club member, except Honorary members, the sum of eight (\$8.00 U.S. currency) per annum, due on October 1 of each year. A club in good standing will be placed on delinquent status if no dues are received by December 1 of that same year. First time new members who join clubs between April 15 and September 30 shall pay the sum of four dollars (\$4.00 U.S. currency). Members of clubs chartered or reactivated between July 15 and September 30 shall pay the sum of eight (8.00 U.S. currency) for International dues and shall be in good standing for the remainder of the current year and the following administrative year."

Proposed Reading: "Section 1. Each Circle K Club shall pay to Circle K International for every club member, except Honorary members, the sum of ~~eight~~ twelve dollars (~~\$8.00~~ \$12.00 U.S. currency) per annum, due on October 1 of each year. A club in good standing will be placed on delinquent status if no dues are received by December 1 of that same year. First time new members who join existing clubs between April 15 and September 30 shall pay the sum of ~~four~~ six dollars (~~\$4.00~~ \$6.00 U.S. currency). Members of clubs chartered or reactivated between July 15 and September 30 shall pay the sum of ~~eight~~ twelve dollars (~~\$8.00~~ \$12.00 U.S. currency) for International dues and shall be in good standing for the remainder of the current year and the following administrative year."

PASSED

Submitted by: the International Board of Trustees

Proposed Amendment #5

Preamble: This change clarifies this section.

CKI Bylaws, Article I, Section 1

Current Reading: "Section 1. A Circle K Club may be established in an institution of Circle K International, Article VI, Section 1, upon the request of a Kiwanis Club(s) which agrees to sponsor the proposed club..."

Proposed Reading: "Section 1. A Circle K Club may be established in an institution of ~~Circle K International~~ higher education as described by the Constitution, Article VI, Section 1, upon the request of a Kiwanis Club(s) which agrees to sponsor the proposed club..."

PASSED

Submitted by: the International Board of Trustees

Proposed Amendment #6

Preamble: This is just a housekeeping amendment to reflect the combining of the "Member Report Form" and the "Club Information Form" into a single form.

CKI Bylaws, Article I, Section 5

Current Reading: "Section 5. At the beginning of each school year and no later than September 1st, the Circle K International Administrator shall send to the president of each Circle K Club the "Member Report Form" and the "Club Information Form..."

Proposed Reading: "Section 5. At the beginning of each school year and no later than September 1st, the Circle K International Administrator shall send to the president of each Circle K Club the ~~"Member Report Form"~~ and ~~the "Club Information Form"~~ "Dues and Membership Form"..."

PASSED

Submitted by: the International Board of Trustees

## Proposed Amendment #8

Preamble: This change would make this section consistent with other sections in the Constitution and Bylaws.

CKI Bylaws, Article II, Section 5

Current Reading: "Section 5. Membership in a Circle K Club shall automatically cease on September 30 of the same calendar year following graduation, or when a member fails to meet scholastic or character requirements."

Proposed Reading: "Section 5. Membership in a Circle K Club shall automatically cease on September 30 of the same calendar year following graduation, or when a member fails to meet scholastic or character enrollment, academic, or minimum membership requirements."

PASSED

Submitted by: the International Board of Trustees

## Proposed Amendment #9

Preamble: Circle K International has policies for clubs, not standards. This change would simply make this section consistent with CKI practices.

CKI Bylaws, Article IV, Section 2

Current Reading: "Section 2. Any member club that fails to conform to the Constitution and Bylaws of Circle K International or that fails to conform to the standards for clubs established..."

Proposed Reading: "Section 2. Any member club that fails to conform to the Constitution and Bylaws of Circle K International or that fails to conform to the ~~standards~~ policies for clubs established..."

PASSED

Submitted by: the International Board of Trustees

Proposed Amendment #10

Preamble: This amendment would make a simple grammatical change to the sentence structure in this section.

CKI Bylaws, Article V, Section 12

Current Reading: "Section 12. Within thirty (30) days of the completion of the annual District Convention, the Secretary or Secretary-Treasurer of said district at the time of convention, shall cause a report containing all official action taken by the district convention to be sent to the Administrator and to the Officer of Circle K International assigned by the President to counsel said district."

Proposed Reading: "Section 12. Within thirty (30) days of the completion of the annual District Convention, the Secretary or Secretary-Treasurer of said district at the time of convention, shall ~~cause~~ send a report containing all official action taken ~~by~~ at the district convention to ~~be sent to~~ the Administrator and to the Officer of Circle K International assigned by the President to counsel said district."

PASSED

Submitted by: the International Board of Trustees

## Proposed Amendment #11

Preamble: This is a housekeeping amendment that reflects that dues are now delinquent on December 1.

CKI Bylaws, Article V, Section 13, subsection d

Current Reading: "d. At the beginning of each school year, but no later than October 1, the governor, in cooperation with the District Secretary-Treasurer (or District Treasurer) will notify all clubs of the amount of established dues. These dues are due October 1, and shall be considered delinquent if not paid within thirty (30) days thereafter."

Proposed Reading: "d. At the beginning of each school year, but no later than October 1, the governor, in cooperation with the District Secretary-Treasurer (or District Treasurer) will notify all clubs of the amount of established dues. These dues are due October 1, and shall be considered delinquent if not paid within ~~thirty (30)~~ sixty (60) days thereafter."

Amended Reading: "d. At the beginning of each school year, but no later than October 1, the governor, in cooperation with the District Secretary-Treasurer (or District Treasurer) will notify all clubs of the amount of established dues. These dues are due October 1, and shall be considered delinquent on the same day International dues are delinquent, or on the days specified in the District bylaws ~~if not paid within thirty (30)~~ sixty (60) days thereafter."

PASSED

Submitted by: the International Board of Trustees



Proposed Amendment #12

Preamble: This amendment simply clarifies the removal procedure of officers. The complete removal procedure is contained in the Circle K International Procedures Code.

CKI Bylaws, Article XI, Section 4

Current Reading: "Section 4. An International officer may be removed from Office for just cause by affirmative vote of two-thirds (2/3) of all members of the International Board of Trustees duly elected and serving at the time. Whenever there appears to be sufficient cause for such action, the President shall give such officer of the Board of Trustees immediate notice of said cause and shall indicate that at the next regularly scheduled meeting of the Board of Trustees, consideration shall be given to such facts and reasons why the office should be declared vacant. The officer shall be afforded the opportunity at that meeting to explain or refute the allegations. In the event that the Board of Trustees shall find the alleged facts to be true, the Board of Trustees shall have the power to declare such office vacant, and the vacancy shall be filled in accordance with the provisions for filling vacancies in office as contained in this Constitution and these Bylaws. Any such removal shall be effective only upon and as of the date of approval by the Kiwanis International Board of Trustees."

Proposed Reading: "Section 4. An International officer may be removed from Office for just cause by affirmative vote of two-thirds (2/3) of all members of the International Board of Trustees duly elected and serving at the time. Whenever there appears to be sufficient cause for such action, the President shall give such officer of the Board of Trustees immediate notice of said cause and shall indicate that at ~~the next~~ regularly scheduled meeting of the Board of Trustees, consideration shall be given to such facts and reasons why the office should be declared vacant. The officer shall be afforded the opportunity ~~at that meeting~~ to explain or refute the allegations. In the event that the Board of Trustees shall find the alleged facts to be true, the Board of Trustees shall have the power to declare such office vacant, and the vacancy shall be filled in accordance with the provisions for filling vacancies in office as contained in this Constitution and these Bylaws. ~~Any such removal shall be effective only upon and as of the date of approval by the Kiwanis International Board of Trustees."~~

PASSED

Submitted by: the International Board of Trustees

Proposed Amendment #13

Preamble: This section implies that the subscription price to Circle K Magazine is paid in addition to International dues, which is not the case. Moreover, since the CKI Board really has no control over the subscription price, the Board believes this section should simply be deleted.

CKI Bylaws, Article XIII, Section 4

Current Reading: "Section 4. The subscription price of the official publication of Circle K International shall be fixed by the Board of Trustees of Circle K International and shall be payable with the annual dues."

Proposed Reading: DELETE ENTIRE SECTION (following section would be renumbered accordingly).

PASSED

Submitted by: the International Board of Trustees

## Proposed Amendment #19

Preamble: The following amendment is a housekeeping measure to correct a conflict with International Bylaws Article XI, Section 5 which states that "The administrative year of Circle K International shall begin on the day following the close of the annual International Convention and shall end on the final day of the next annual Convention. In any year in which no annual Circle K International Convention is held, the administrative year shall begin on September 1 and end on August 31 of the following year."

## CKI Constitution Article VIII, Section 2

Current Reading: "Section 2. The President, Secretary, and Trustees shall be elected by the voting delegates at the annual international convention of this organization in the manner prescribed in the Bylaws, Article X. They shall assume office immediately following their election and shall serve for a term of one (1) year or until their successors are duly elected and qualified."

Proposed Reading: "Section 2. The President, Secretary, and Trustees shall be elected by the voting delegates at the annual international convention of this organization in the manner prescribed in the Bylaws, Article X. They shall assume office on the first day of the administrative year immediately following their election and shall serve for a term of one (1) year or until their successors are duly elected and qualified."

PASSED

Submitted by: the Circle K Club of Point Loma Nazarene College

Proposed Amendment #27

Preamble: This is a minor adjustment that will bring our bylaws into line with Kiwanis International's, and the proper wording as stated in "Robert's Rules" themselves.

CKI Bylaws Article XVI, Section 1

Current Reading: "Section 1. The latest edition of "Robert's Rules of Order" shall be the parliamentary authority for all matters of procedure not specifically designed by the Constitution and Bylaws of Circle K International or outlined in the special rules of order of this organization."

Proposed Reading: "Section 1. The ~~latest current~~ edition of "Robert's Rules of Order Newly Revised" shall be the parliamentary authority for all matters of procedure not specifically designed by the Constitution and Bylaws of Circle K International or outlined in the special rules of order of this organization."

PASSED

Submitted by: the Circle K Club of Point Loma Nazarene College

## PROPOSED AMENDMENTS

## TO THE CONSTITUTION AND BYLAWS OF KEY CLUB INTERNATIONAL

To Be Submitted To The 47th Annual International Convention  
Washington, DC - July 4, 1990

To All Key Clubs:

The following proposed amendments to the Constitution and Bylaws of Key Club International will be officially presented for action at the Annual International Convention in Washington, DC on Wednesday, July 4, 1990.

Copies of the proposed amendments are being sent to each active Key Club in accordance with the provisions of Articles 17 & 18 of the Constitution. At the convention, the proposed amendments will be presented to the delegate body for consideration and action. Additional proposals have been added to those which were mailed in the March mailing.

You will note that the column parallel to the proposed amendment, the preset Article and Section of the Bylaws which is referred to in the proposed amendments, is included. All proposed changes are underlined.

CONSTITUTION

(Article 18, Section 1 of the Constitution reads, in part: "Amendments to the Constitution shall be made by a two-thirds (2/3) vote of the voting delegates and voting delegates-at-large present and voting at any convention of Key Club International. No such amendments shall become effective until approved by the Board of Trustees of Kiwanis International.")

ARTICLE 6. MEMBERSHIP IN CLUBSPresent

## Section 1.

The membership of individual Key Clubs shall consist of students from the four upper classes (or the five upper classes in the Canadian Provinces where high school is of a five year duration) of the high school in which they are enrolled, interested in service, qualified scholastically, of good character, possessing leadership potential, and having such other qualifications as shall be established by the local sponsoring Kiwanis club in co-operation with the proper school official.

(Proposed by the Key Club International Board of Trustees)

Proposed

## Section 1.

The membership of individual Key Clubs shall consist of students from the four upper classes (or the five upper classes in the Canadian Provinces where high school is of a five year duration) of the high school in which they are enrolled, (or in ungraded schools whose members shall be of age comparable to the four upper classes of high school) interested in service, qualified scholastically, of good character, possessing leadership potential, and having such other qualifications as shall be established by the local sponsoring Kiwanis club in co-operation with the proper school official.

## ARTICLE 17. BYLAWS

### Present

#### Section 1.

Bylaws, not inconsistent with the Constitution, shall be enacted and may be amended by a majority vote of the voting delegates and voting delegates-at-large present and voting at any convention of Key Club International. No such action shall become effective until approved by the Board of Trustees of Kiwanis International. Proposed amendments to the Bylaws may be submitted by Key Clubs, Key Club districts, the Board of Trustees of Key Club International, or the Administrator of Key Club International and shall be received by the Administrator at least sixty (60) days prior to the opening of the convention. The Administrator shall then send a copy of all proposed amendments to the president of each club not later than thirty (30) days prior to the convention.

(Proposed by the Florida District)

### Proposed

#### Section 1.

Bylaws, not inconsistent with the Constitution, shall be enacted and may be amended by a majority vote of the voting delegates and voting delegates-at-large present and voting at any convention of Key Club International. No such action shall become effective until approved by the Board of Trustees of Kiwanis International. Proposed amendments to the Bylaws may be submitted by Key Clubs, Key Club districts, the Board of Trustees of Key Club International, or the Administrator of Key Club International and shall be received by the Administrator of Key Club International at least forty five (45) days prior to the Call to Order of the annual House of Delegates. The Administrator shall then send a copy of all proposed amendments to the president of each club not later than twenty (20) days prior to the Call to Order of the annual House of Delegates.

## ARTICLE 18. AMENDMENTS

### Present

#### Section 1.

Amendments to the Constitution shall be made by a two-thirds (2/3) vote of the voting delegates and voting delegates-at-large present and voting at any convention of Key Club International. No such amendments shall become effective until approved by the Board of Trustees of Kiwanis International. Proposed amendments may be submitted by Key Clubs, Key Club districts, the Board of Trustees of Key Club International, or the Administrator of Key Club International and shall be received by the

### Proposed

#### Section 1.

Amendments to the Constitution shall be made by a two-thirds (2/3) vote of the voting delegates and voting delegates-at-large present and voting at any convention of Key Club International. No such amendments shall become effective until approved by the Board of Trustees of Kiwanis International. Proposed amendments may be submitted by Key Clubs, Key Club districts, the Board of Trustees of Key Club International, or the Administrator of Key Club International and shall be received by the

Administrator at least sixty (60) days prior to the opening of the convention. The Administrator shall then send a copy of all proposed amendments to the president of each club not later than thirty (30) days prior to the opening of the convention.

(Proposed by the Florida District)

Administrator of Key Club International at least forty-five (45) days prior to the Call to Order of the annual House of Delegates. The Administrator shall then send a copy of all proposed amendments to the president of each club not later than twenty (20) days prior to the Call to Order of the annual House of Delegates.

### BYLAWS

(Article 17, Section 1 of the Constitution reads, in part: "Bylaws, not inconsistent with the Constitution, shall be enacted and may be amended by a majority vote of the voting delegates and voting delegates-at-large present and voting at any convention of Key Club International.")

### ARTICLE 5. DISTRICTS

#### Present

##### Section 8.

The fiscal year of each district shall begin on the first (1) day of July of each year.

(Proposed by the Florida District)

#### Proposed

##### Section 8.

The fiscal year of each district shall be left to the discretion of the Kiwanis District.

REPORT OF THE BOARD COMMITTEE ON EDUCATION AND PROGRAM DEVELOPMENT  
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 30 - October 4, 1990

Date of Committee Meeting: October 1, 1990

Place of Committee Meeting: International Office, Indianapolis, Indiana

Present: Members-- Andrew Batsis, D.M.D.; W. Gene Engelhardt; Glenn E. Muggelberg;  
Alfred L. "Al" Provasi  
Chairman-- William L. Lieber  
Staff-- Larry J. Horney; John E. Johnson; Christopher J. Rice  
Guests-- John D. Morton, Sr.

Year-end Status Report

The Committee reviewed the Year-end Status Reports of the Education and Program Development departments.

Committee Responsibilities

The Committee reviewed its responsibilities and the annual activities of the Education and Program Development departments and agreed with the responsibilities as delineated.

International Committee Reports

The Committee reviewed the reports of International Committees related to Education and Program Development. The suggestions of the International Committee on Kiwanis Training and Leadership Development led to a discussion of possible alterations in the Kiwanis International calendar that staff was asked to review for discussion at the January Board Meeting. Also, the Committee suggested that the Board committee on Member Services, Internationalization, and Extension consider inclusion of the Leadership Development Program in the 1991-92 distinguished awards programs.

Translation of Reference Guide

The Committee reviewed and agreed to a suggestion that the table of contents and section summary sheets in the Reference Guide for District Governors and Secretaries be translated into appropriate languages and distributed to the 1990-91 Governors-elect.

Special Olympics

In discussing the proposal from Special Olympics International to fund its unified sports program, the Committee concluded that it should review the procedure on special relationships at the January, 1991, Board meeting. The Committee will explore adjusting the terminology and categories in the procedure. In the meantime, the Committee asks staff to maintain the special relationship with Special Olympics at its current level.



### 1991 Governors-elect Conference

The draft agenda for the 1991 Governors-elect Conference was discussed with President-elect John Morton and modified.

### Leadership Development Program

Four levels of training program evaluation and the evaluative tools that have addressed three of the four levels were discussed. The Committee noted the difficulties any Kiwanis program or product would have in reliably addressing the fourth level of evaluation, organizational impact; and complimented the staff plan to examine the organizational impact of this program.

The Committee also reviewed participation levels by district in 1990 programs, noting that 15 of 31 reporting districts had participation levels ranging from 50% to 70%. Some concern was expressed that eight districts experienced participation by less than 40% of their clubs. The Committee suggested that Board Counselors consider encouraging district governors to boost 1991 participation levels in all districts.

### District Operations Training Program for Incoming Lieutenant Governors

The Staff presented the results of the pilot programs for Operations Training conducted in 1990 and suggested program revisions and plans for 1991 pilot programs.

### Request from the Republic of China District

The Committee reviewed a request from the Republic of China District that the Education Department provide district clubs with organizational, operations, and leadership development training. Although the Committee supported the concept, it believes that no action should be recommended until staff and the district can agree on a detailed plan, perhaps tied to the 1991 Asia-Pacific Conference.

### Division Operations Training for Incoming Club Officers

The Committee discussed this critical element of the overall Education Department plan and suggested that this be considered as a new initiative for 1991-92.

### January Meeting Agenda

The meeting concluded with a discussion of agenda items that will be included in its January meeting.

Respectfully submitted,

ANDREW BATSI, D.M.D.  
W. GENE ENGELHARDT  
GLENN E. MUGGELBERG  
ALFRED L. "AL" PROVASI  
WILLIAM L. LIEBER, CHAIRMAN

## REPORT OF THE BOARD COMMITTEE ON POLICIES, PROCEDURES AND STRUCTURES

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

SEPTEMBER 30 - OCTOBER 4 AND 7, 1990

Date of the Committee Meeting: October 1, 1990

Place of the Committee Meeting: Kiwanis International Office  
Indianapolis, Indiana

Present:

Members: Joe L. Griffeth, M.D.; Walter G. Sellers;  
Robert L. McCurley, Jr.;  
Kun-Hua "Jeffery" Tseng

Chairman: Ian Perdriau

Staff: A. G. Terry Shaffer; William A. Brown

Guests: Kevin W. Krepinevich; John D. Morton, Sr.

## Insertion of Board Approved Policies and Procedures

The following new or revised policies and procedures adopted by the Board at its June meeting are approved and will be inserted in Policies and Procedures:

Procedure 112.1 -- Board of Trustees: Personnel (Amended procedure 112.1(b) re. an employment contract with the International Secretary. See June 1990 report of the Executive Committee. The amended procedure is attached as Exhibit A.)

Procedure 112.2 -- Board of Trustees: Administration (Amended procedure 112.2(e) and (f) re. adding the travel and non-dues revenue programs to the Administration Committee's responsibilities. See June 1990 report of the Committee on Administration. The amended procedure is attached as Exhibit B.)

Procedure 112.7 -- Board of Trustees: Long Range Planning (Amended procedure 112.7(c) re. composition of the Long Range Planning Committee. See June 1990 report of the Committee on Long Range Planning. The amended procedure is attached as Exhibit C.)

Procedure 122.4 -- International President: Official Recognition of a New District (Amended procedure re. a procedure for the recognition of new Kiwanis districts. See June 1990 report of the Committee on Member Services, Internationalization, and Extension. The amended procedure is attached as Exhibit D.)

Procedure 304.7 -- Clubs: New Club Petition and Processing (Amended procedure 304.7(b) re. clarifying the deadline for submission of new club paperwork. See June 1990 report of the Committee on Member Services, Internationalization, and Extension. The amended procedure is attached as Exhibit E.)

- Procedure 408 -- International Extension: Provisional Districts (Amended procedures 408.1, 408.3, 408.4, and 408.6 re. an expanded and more flexible district classification program. See June 1990 report of the Committee on Member Services, Internationalization, and Extension. The amended procedures are attached as Exhibit F.)
- Procedure 892.1 -- Finance: Allowance (Amended procedure 892.1(a)(1)(b) re. flight upgrades under certain circumstances. See June 1990 report of the Committee on Communications and Conventions. The amended procedure is attached as Exhibit G.)
- Procedure 905 -- Miscellaneous: The Travel Management Procedure (Amended procedure 905 re. flight upgrades under certain circumstances. See June 1990 report of the Committee on Communications and Conventions. The amended procedure is attached as Exhibit H.)

#### Campaign Procedures at International Conventions

The Committee discussed the matter of campaigning by candidates for Kiwanis International Office and concluded that a procedure on the subject of campaign standards is warranted. Campaign procedures and practices of other service organizations and of several districts were studied, and the Committee concluded to recommend adoption of a new Procedure 907 - Kiwanis International Campaign Standards.

##### Recommendation #1:

The Committee recommends that a new procedure, 907 - Kiwanis International Campaign Standards, be approved as delineated in Exhibit I.

I move that Recommendation #1 be adopted.

(Adopted)

Finance: None

Procedure: New Procedure

#### Responsibilities of the District Governor

The Committee studied a request by President Blechman to consider a possible delineation of the responsibilities of the district governor as an officer of Kiwanis International. The Committee concurs that such a delineation would provide needed guidelines to district governors. The Committee recommends adoption of a new Procedure 194 - Responsibilities of the District Governor as an Officer of Kiwanis International.

##### Recommendation #2:

The Committee recommends that new Procedure 194 - Responsibilities of the District Governor as an Officer of Kiwanis International be approved as delineated in Exhibit J.

I move that Recommendation #2 be adopted.

(Adopted)

Finance: None

Procedure: New Procedure

The Committee urges that these responsibilities also be included in the District Governors and District Secretaries Reference Guide and be given emphasis in other appropriate publications.

Proposed Additions to Procedures Relating to Payment of Expenses for the First Meeting of International Council

The Committee noted that a new procedure was adopted at the St. Louis Board Meeting which specified those to whom invitations to the first Council Meeting are extended. Subsequently, it was deemed advisable to review financial procedures in order to assure that they properly reflect any expense reimbursements for those attending Council. Following such review, the Committee determined that certain amendments to specific sections of Procedure 892.1 are needed to bring that procedure into accord with current practice. The Committee presents these proposed changes and emphasizes that they do not have an additional financial impact and reflect amounts currently budgeted.

Recommendation #3:

The Committee recommends that Procedure 892.1 - Allowance be amended as delineated in Exhibit K in order to properly reflect any expense reimbursements for those attending the first Council Meeting.

I move that Recommendation #3 be adopted.

(Adopted)

Finance: None

Procedure: Amended

Responsibilities of the International Secretary

At the St. Louis Board Meeting, proposed changes to Procedure 131 - International Secretary and Procedure 893 - Expenses of the International Board of Trustees were withdrawn and referred to this Committee for further study. The Committee has studied these proposed changes, met with the International Secretary, and made further alterations. The Committee presents a recommendation for adoption of these amended procedures.

Recommendation #4:

The Committee recommends that the amendments to Procedure 131 - International Secretary, Procedure 893 - Expenses of the International Board of Trustees, and Procedure 112 - Board Committee Areas of Responsibilities and Concern, as delineated in Exhibit L, be approved.

I move that Recommendation #4 be adopted.

(Adopted)

Finance: None  
Procedure: Amended

Board Interpretation of Article XIII, Section 2 of the Constitution (Regarding \$1.00 of Annual Dues to be Allocated for International Expansion)

The Committee received a request from the Finance Committee for an interpretation of the last sentence of the first paragraph of Article XIII, Section 2 of the Constitution, which states that: "One dollar (\$1.00) of these annual dues shall be allocated for international expansion." It was felt by the Finance Committee that this sentence is ambiguous. The P.P. & S. Committee agrees and believes that a formal interpretation is necessary.

Recommendation #5:

The Committee recommends that the last sentence of the first paragraph of Article XIII, Section 2 of the Constitution, which reads: "One dollar (\$1.00) of these annual dues shall be allocated for international expansion," shall be interpreted as:

"Article XIII, Section 2 provides that one dollar (\$1.00) shall be allocated for international expansion. The Constitution does not prohibit the expenditure of additional funds."

I move that Recommendation #5 be adopted.

(Adopted)

Finance: None  
Procedure: New interpretation; requires publication in the Kiwanis magazine

Deletion of Two Interpretations of the Constitution

Since Amendment No. 2 was passed at the 1990 International Convention in St. Louis, amending Article VI, Section 1 and Article VII, Section 1, the Committee recommends that two current interpretations of the Constitution are no longer necessary or relevant and should therefore be removed. Amendment No. 2 and the text of the two interpretations to be deleted are shown as Exhibit M.

Recommendation #6:

The Committee recommends that the interpretations of the Constitution titled "A Hearing Before the Board of Trustees" and "Federation Boundaries" be removed.

I move that Recommendation #6 be adopted.

(Adopted)

Finance: None

Procedure: Removal of interpretations; requires publication in the Kiwanis magazine

Specific Gender Usage in Kiwanis Club Name

The Committee noted with concern that several communications have been received requesting inclusion of specific reference to gender in the name of new Kiwanis clubs. The Committee believes that such reference, or any reference which would impugn the good name of Kiwanis, should not be permitted and recommends a new Procedure 304.6(i).

Recommendation #7:

The Committee recommends that a new Procedure 304.6(i) be approved, which would read:

304.6(i) A club shall not use in its name a gender designation or any designation which would impugn the good name of Kiwanis.

I move that Recommendation #7 be adopted.

(Adopted)

Finance: None

Procedure: Amended

Report of Committee of Past Presidents - Recommendation re. Deletion of the Phrase, "With Board Approval" from Procedures

In its report to the Board in St. Louis, the Committee of Past International Presidents noted with some concern that the phrase, "with Board approval," has been deleted in certain revised procedures, and this may be misconstrued that the Board has abrogated its responsibility of approval of action. The Past Presidents' Committee recommended that the Board review the deletion of the phrase, "with Board approval," from procedures to assure that there is no intent of the Board to abrogate its ultimate responsibility of approval of action by any committee.

The Constitution and Bylaws Committee, which is currently reviewing and recommending certain changes in procedures, feels that it is inherent that all action is subject to Board approval, and the phrase, therefore, is not necessary. The P.P. & S. Committee agrees, but urges the Constitution and Bylaws Committee to consider prefacing procedures with such a statement to clarify the reason for deleting this phrase. The Committee further requests that the Constitution and Bylaws Committee review procedures to be certain that there is consistency in removal of the phrase.

Request for Change in Title for District and Club Administrative Secretaries

The Committee received a request from Brenda Day, Chairperson of the Council of Administrative Secretaries, that consideration be given to a change of name for these individuals, who are Administrative Secretaries of districts and clubs. The Council of Administrative Secretaries feels that, in current terminology, the title of either Executive Director or Administrative Director more clearly describes their position. Following discussion, the Committee recommends a change in Procedures 201 and 301 to allow for a change in title to Administrative Director.

Recommendation #8:

The Committee recommends amending Procedure 201 - Administrative Secretary (District) and Procedure 301 - Administrative Secretary (Club) to allow for a change in title for these positions, as stated below:

201 - Administrative Secretary/Administrative Director

An employed assistant in the office of a District Secretary may have the title of administrative secretary or administrative director.

301 - Administrative Secretary/Administrative Director

An employed assistant in the office of a club secretary may have the title of administrative secretary or administrative director.

I move that Recommendation #8 be adopted.

(Defeated)

Finance: None

Procedure: Amended

Respectfully submitted,

JOE L. GRIFFETH, M.D.  
WALTER G. SELLERS  
ROBERT L. MCCURLEY, JR.  
KUN-HUA "JEFFERY" TSENG  
IAN PERDRIAU, Chairman

AGTS/dlr

board1090:ppsrepl-6

EXHIBIT A

112.1 - Executive

- b. Personnel - Review personnel matters, approve the compensation paid to the International Secretary and execute an employment contract with the International Secretary. (10/86) (10/90)



EXHIBIT B

112.2 - Administration

- e. Travel - Review of all arrangements and travel management procedures. (10/90)
- f. Non-Dues Revenue - Review of all internal and external guidelines and regarding current and future development of programs. (10/90)

112.7 - Long Range Planning

- c. This Committee shall be chaired by the President and shall be composed of the President, President-elect, Treasurer, both Vice-Presidents, Immediate Past President, and such other Board member(s) as shall be appointed by the President.  
(10/90)

EXHIBIT D

122.4 - Official Recognition of a New District

- a. When a designated district has attained full district status in accordance with Procedure 408, recognition of that district may include visitation by the President of Kiwanis International or designee and appropriate gifts from Kiwanis International. (10/90)
- b. Gifts shall include a banner for the new district and a gong and gavel appropriately engraved. (10/90)
- c. If the district has a special celebration of the formation of the district, the President or designated representative should attend the celebration to bring greetings from Kiwanis International and present the gifts. This shall be planned in advance to coincide with existing travel commitments within the region of the new district. (10/90)
- d. If no special celebration is planned, then at the first district convention, the President or the assigned Counselor to the district should bring greetings from Kiwanis International and present the gifts. (10/90)

304.7 - New Club Petition and Processing

- a. A "Petition for a New Club" form shall be sent by the International Secretary to each sponsoring club, or to those individuals interested in forming a Kiwanis club. At the same time the district governor in whose district the prospective club is located shall be informed of such action. This petition, properly completed, shall be forwarded to the district governor, and when approved by him the petition shall be forwarded to the International Secretary. The Secretary upon receipt of the petition approved by the district governor, shall take the necessary steps to complete the club and include the petition for the approval of the Board of Trustees along with other matters requiring its approval in connection with the new club.
- b. Any new clubs in an administrative year must be organized by September 30, reported to the International Office by October 3 of the next administrative year, and all necessary documents and fees for such clubs received by Kiwanis International no later than November 30. New clubs fully processed before December 1 of the following administrative year will be credited toward the appropriate lieutenant governor's and governor's distinguished award criteria, and the additional membership will be counted for their year. If the required papers and fees are not received before December 1 of the following year, the current lieutenant governor and governor will receive distinguished award points for such clubs, and the additional membership will be counted for the new administrative year.  
(10/90)

408 - Provisional Districts (6/30-7/1 and 7/7/88)408.1 - Minimum Number of Clubs and Members for Council, Provisional District, Interim District and Designated District

When deemed in the best interests of Kiwanis International and the Kiwanis clubs involved, the Kiwanis International Board may grant authority to a group of not less than ten (10) Kiwanis clubs in good standing in non-districted areas with a minimum of 300 paid members having compatible geographic areas and customs to create a council. With the Board's approval, a council may become a provisional district when it attains a minimum of 500 paid members and no less than 15 clubs in good standing; a provisional district may become an interim district when it attains a minimum of 700 paid members and no less than 20 clubs in good standing; and an interim district may become a designated district when it attains a minimum of 900 paid members and no less than 25 clubs in good standing. (6/85) (10/90)

408.3 - Full District Status

The designated district must retain the 900 paid members and 25 clubs in good standing for two consecutive semi-annual billings before being granted full district status. (6/85) (10/90)

408.4 - Services

Kiwanis International will provide non-districted areas, councils, provisional districts, interim districts and designated districts with services in accordance with their respective status. The International Board of Trustees may authorize special services to assist non-districted areas, councils, provisional districts, interim districts and designated districts to achieve full district status. (6/85) (10/90)

In general, appropriate services and support will be available as delineated below: (10/90)

Non-Districted Area	1) Core Materials
- less than 300* members	2) Limited Staff Support and Assistance
- less than 10 clubs	3) KIAR Training
Council	1) Expanded Growth Materials and
300* paid members and	Program Support
10 clubs in good standing	2) Expanded Staff Support and Assistance
	3) KIAR Training
	4) FSR Service (Part-time)

Provisional District  
500\* paid members and  
15 clubs in good standing

- 1) All Growth Materials and Program Support
- 2) Full Staff Support and Assistance
- 3) KIAR Training
- 4) FSR Service (Full-time)
- 5) Lt. Governors Training
- 6) Attendance at Governors-elect Training Conference
- 7) Office Manager/Fiscal Agent
- 8) Subsidy for Growth, Administration and Program Materials in Native Language

Interim District  
700\* paid members and  
20 clubs in good standing

- 1) All Growth Materials and Program Support
- 2) Full Staff Support and Assistance
- 3) KIAR Training
- 3) KIAR Training
- 4) FSR Service (Full-time)
- 5) Lt. Governors Training
- 6) Attendance at Governors-elect Training Conference
- 7) Office Manager/Fiscal Agent
- 8) Subsidy for Growth, Administration and Program Materials in Native Language
- 9) Leadership Training Program
- 10) Attendance at International Council in October
- 11) Board Counselor Visit

Designated District  
and Full District\*\*  
900\* paid members and  
25 clubs in good standing

- 1) All Growth Materials and Program Support
- 2) Full Staff Support and Assistance
- 3) KIAR training
- 4) FSR Service (Full-time)
- 5) Lt. Governors Training
- 6) Attendance at Governors-elect Training Conference
- 7) Office Manager/Fiscal Agent
- 8) Subsidy for Growth, Administration and Program Materials in Native Language
- 9) Leadership Training Program
- 10) Attendance at International Council in October
- 11) Board Counselor Visit
- 12) Subsidy for Office Equipment
- 13) Presidential Visit

- \*Certified Paid Membership on December 1 and June 1 of each year.
- \*\*A designated district must maintain 900 paid members and 25 clubs in good standing for a full administrative year before being granted full district status.

408.6 - Principles Applying to a Provisional District

- a. A council, provisional district, interim district and designated district or its board of trustees may not propose amendments to the Constitution and Bylaws or submit resolutions for consideration by Kiwanis International. (10/90)
- b. The officers of a council, provisional district, interim district and designated district are not eligible to participate in the Distinguished Governor or Distinguished Lt. Governor award programs. (10/90)
- c. The governor, governor-elect, lieutenant governors, treasurer, and secretary of a provisional district, interim district, and designated district are not delegates-at-large to a Kiwanis International Convention. (10/90)
- d. A lieutenant governor or past lieutenant governor of a provisional district, interim district or designated district may not be a delegate representing a club other than his/her own at an International Convention. (10/90)
- e. A provisional district, interim district or designated district is not eligible to participate in the District Administrative Excellence Award Program. (10/90)
- f. The governor of a provisional district is not a member of Council.
- g. A past governor of a provisional district, interim district or designated district is not eligible to serve on the Board of Trustees or as a delegate-at-large to an International Convention unless the past governor has served as a governor of a district. (10/90)

EXHIBIT G

892.1 - Allowance

- (b) Effective May 6, 1990, any upgrades in class of service are made at the expense of the individual, except for travel exceeding ten hours of continuous flight, for which business class, or, if not available, first class, is permitted. This procedure does not apply to flights on the North American continent, and it only applies to all members of the International Board of Trustees and spouses. (10/90)



EXHIBIT H

905 - The Travel Management Procedure

Any upgrades in class of service are made at the expense of the individual except for travel exceeding ten hours of continuous flight, for which business class, or if not available, first class, is permitted. This procedure does not apply to flights on the North American continent, and it only applies to all members of the International Board of Trustees and spouses. (10/90)

board1090:exh

**EXHIBIT I**  
**EXHIBIT J**  
**EXHIBIT K**  
**EXHIBIT L**  
**EXHIBIT M**

**Exhibit I** of the Report of the Board Committee on Policies, Procedures, and Structures, "Procedure 907 -- Kiwanis International Campaign Standards," is now Exhibit #20 of the September 30-October 4 and 7, 1990, Minutes.

**Exhibit J** of the Report of the Board Committee on Policies, Procedure and Structures, "Responsibilities of the District Governor as an Officer of Kiwanis International," is now Exhibit #21 of the September 30-October 4 and 7, 1990, Minutes.

**Exhibit K** of the Report of the Board Committee on Policies, Procedure and Structures, "Procedure 892.1 -- Allowance," is now Exhibit #22 of the September 30-October 4 and 7, 1990, Minutes.

**Exhibit L** of the Report of the Board Committee on Policies, Procedure and Structures, "Procedure 131 -- Secretary, Procedure 893 -- Expenses of the International Board of Trustees, and Procedure 112, Board Committee Areas of Responsibilities and Concern," is now Exhibit #23 of the September 30-October 4 and 7, 1990, Minutes.

**Exhibit M** of the Report of the Board Committee on Policies, Procedure and Structures, "Article VI, Section 1, and Article VII, Section 1 as Amended at the St. Louis Convention," is now Exhibit #24 of the September 30-October 4 and 7, 1990, Minutes.

## 907 - Kiwanis International Campaign Standards

### Purpose:

To prescribe general guidelines for campaign behavior and provide for a procedure for obtaining opinions as to acceptable behavior.

### Candidates:

Those persons who have declared or indicated their candidacy for Kiwanis International Office.

Candidates should announce orally or in writing their intentions during the October Council meeting or at such other times as allowed by the Constitution and Bylaws. Announced candidates may receive, without cost, one set of mailing labels for District Governors, Lt. Governors, Club Presidents, International Board Members, International Committee Chairmen and Past International Officers.

### Conduct:

Candidates will conform to the following ethical values: honesty/trustworthiness, integrity/character, fairness, caring/respect. Candidates shall at all times conduct themselves and their campaigns in accordance with basic rules of ethical conduct so as to uphold the good name of Kiwanis.

Acceptable ethical campaign behavior includes, but is not limited to, the following: personal contacts, telephone calls, letters and brochures.

Candidates and their campaign committees should refrain from such conduct as the following: giving false or misleading campaign information; making derogatory statements about any candidate; giving gifts of anything of substantial value; giving gratuities; and being involved in undignified gimmicks or practices.

### Opinions:

Any candidate may request an opinion from the International Secretary as to whether any anticipated campaign practice is acceptable behavior.

The International Secretary shall submit all questions of campaign ethics to the Campaign Ethics Committee for their opinion. The Campaign Ethics Committee shall be composed of the International Treasurer, Immediate Past President and President-elect. No member shall participate in an opinion concerning a candidate for an office for which he or she is a candidate. An opinion will be given by a majority of the Committee.

### Repeated Intentional Violations:

A candidate who intentionally commits unacceptable behavior after receiving an opinion from the Campaign Ethics Committee stating that such behavior is unacceptable is subject to censure by the International Board of Trustees. Prior to any censure, the candidate shall be afforded a hearing before the Board of Trustees at a regularly scheduled Board meeting.

**RESPONSIBILITIES OF THE DISTRICT GOVERNOR AS AN OFFICER OF KIWANIS INTERNATIONAL****When governor-elect:**

1. To fulfill the responsibilities of governor-elect as defined in the Constitution and Bylaws and in the district bylaws.
2. To attend the governors-elect training conference
3. To attend the follow-up training conference for governors-elect, held at the International Convention
4. To organize the training of the incoming lieutenant governors and district committee chairmen and to monitor those individuals through the year to assure performance of responsibilities

**When governor:**

1. To fulfill the responsibilities of governor as defined in the Constitution and Bylaws and in the district bylaws.
2. To attend the first meeting of Council and participate fully in the business of Council
3. To cooperate with Kiwanis International in programs of a pilot nature for which the district may be selected
4. To develop a growth plan for the district and oversee the implementation of that plan
5. To actively promote the participation of clubs in general objectives, programs, policies, and procedures of Kiwanis International
6. To submit any and all required reports in a timely manner
7. To attend the International Convention and participate in the Council Meeting during the Convention
8. To promote prompt payment of financial obligations to Kiwanis International and to follow-up on any delinquencies relating thereto
9. To promote 100 percent filing of annual club reports
10. To promote actively the sponsored youth programs of Kiwanis International (where applicable) and to assure proper monitoring of those programs on a local, divisional, and district level
11. To attend the regional conference for district governors

12. To promote the Kiwanis International Foundation
13. To respond promptly to requests and communications from Kiwanis International
14. To assure that the International Counselor is kept abreast of district developments
15. To assure that the International Representative receives exposure at the district convention to facilitate the message which the Representative is to deliver and the counseling he is to undertake while in attendance
16. To promote attendance at International Conventions
17. To assure that the books of account of the district are audited in accordance with Article XVI, Section 4 of the Standard Form for District Bylaws.

dlr  
board1090/exj-(p1-2)

892.1 Allowance

## f. International Secretary

(1) When traveling, the expense of the International Secretary shall not exceed the cost of air coach transportation between the points involved plus the actual expense incurred for food, lodging, and ground transportation, except that first- or business-class transportation is authorized when accompanying the President, ~~who is using first- or business-class~~ transportation.

(2) Travel expenses, housing, and programmed meal functions shall be paid for the International Secretary attending the International Convention and all meetings of the International Council.

~~j.~~ 1. Governors-designate, Governors-elect, and Standing, Special, and International Committee personnel

(1) Authorized travel by District Governors, Governors-designate-elect, and Standing, Special, and International Committee personnel shall be limited to round trip fare by air coach, necessary ground transportation, and actual expenses for food and lodging for meetings authorized by the Board. (5/87)

(2) Travel expenses, housing, and programmed meal functions shall be paid for Governors attending the first meeting of Council.

(3) Housing and programmed meal functions shall be paid for spouses of Governors attending the first meeting of Council.

~~i.~~ j. Wives Spouses of Board Members, Secretary, and Past Presidents

(1) ~~Provision shall be made for the payment of Travel expenses, housing, and programmed meal functions shall be paid for the wives of Past Presidents to the International Convention and International Council; and for the wives spouses of Board members and the International Secretary attending the International Convention, the first meeting of Council and to counselled district conventions. and International Council.~~ (5/85) (1/90)

(2) ~~Provision shall be made for the payment of Travel expenses, housing, and programmed meal functions shall be paid for wives spouses of Board Members and Past Presidents at attending the International Convention and the first meeting of Council. meeting.~~ (5/3-7/85)

~~(3) When a member of the International Board of Trustees is assigned to a meeting, conference, or convention by the President of Kiwanis International in lieu of attendance by the President, the same rule will apply to the expenses of the wife of the Board member as would have applied had the President attended personally accompanied by his wife. (5/85)~~

~~m~~ n. Widows or Widowers of Past Presidents

Widows or widowers of Past Presidents shall be invited to the first meeting of Council Meetings and the International Convention so long as they remain unmarried. Programmed meal functions shall be paid. Transportation and room accommodations will be at their own expense.

~~p~~ q. Host Convention Chairman

~~The Host Convention Chairman and his wife will attend the preceding year's convention and the current year's first meeting of Council, the expenses of and only the Host Convention Chairman will be paid for travel, housing, and programmed meal functions. attend the Governors-elect Training Conference just prior to his convention. The Chairman's spouse will be invited to attend at the Chairman's expense. These visits will be at Kiwanis International's expense. Any additional trips will be at the Host Convention Chairman's option and expense. (10/5/82)~~

~~r~~ s. International Committee Chairmen and District Secretaries

Kiwanis International will assume the programmed meal function costs to the first meeting of Council meeting for International Committee Chairmen and District Secretaries and their wives spouses. (5/3-7/85)

t. Widows of Individuals Who Have Been Granted Emeritus Status by the Kiwanis International Board or the Kiwanis International Foundation Board

Widows of individuals who have been granted emeritus status by the Kiwanis International Board or the Kiwanis International Foundation Board shall be invited to the first meeting of Council. Programmed meal functions shall be paid. Transportation and room accommodations will be at their own expense.

Amend all procedures that state "General Office" to be restated as International Office.

Procedure 131 - Secretary (6/26/80)

a.(1) The Secretary shall employ qualified personnel, terminate the employment of ~~unsatisfactory~~ employees, assign employees to ~~a~~ positions, and transfer ~~them~~ employees to other positions. The Board shall be informed of the hiring, termination, promotion and demotion of all top management level employees (Director and above) at the International General Office, shall be submitted to the Board of Trustees for final approval.

Any proposed reorganization of divisions of the Kiwanis International Office shall be brought to the International Board for consultation prior to implementation.

a.(4) Within the budgetary limits and salary administration policies established by the Board, the Secretary shall administer the salaries of all employees except his own (which shall be administered by the ~~Board Committee on Finance~~ Executive Committee) and such administration shall include the fixing of starting salaries, midpoints and maximums ~~and interim salaries for acting managers, directors and assistant secretaries, for all employees, so long as these salaries are within the salary range authorized for the position by the Board and are subsequently ratified by the Board Committee on Finance; and provided that salary adjustments for all top management level employees shall be given final approval by the Board Committee on Finance.~~ Any proposed salary adjustment for an employee which may exceed the maximum salary for a specific job shall be provided to the Executive Committee for approval in advance of implementation.

a.(9) The Secretary, with the advice and approval of the Board Committee responsible for the Annual Convention, shall be responsible for the program and management of the convention.

c.(1) Board committees shall be advisory to the Board, assisting the Board in the performance of its responsibility, and are not designed to be supervisory to the departments of the ~~General~~ International Office.

(2) They may recommend but not require: only a majority vote of the Board of Trustees can bind the Secretary and his staff to a recommendation.



(3) It shall be the duty of the Board Committees, on the occasion of every Board meeting, to bring before the Board such matters that would enhance efficiencies and services provided by the International Office as concern the welfare of the department, after consulting with the department head appropriate Assistant Secretary and with the Secretary.

(4) The Secretary should consult with the An appropriate Board Committee of the Board should be consulted by the Secretary whenever its judgment will prove helpful.

(5) All Board Committee recommendations relating to any International Office department should first be submitted to the Board for its ~~their~~ consideration and action.

(6) Board Committees may request that the Secretary and his staff look into matters to assist the Board committee in making a future recommendation to the Board.

(7) If any Board member has a problem or concern with staff, the problem or concern shall be brought to the attention of the President who will forward the concern to the Secretary for whatever action the Secretary may deem appropriate. The Secretary would report any action taken to the President.

e. Travel of members of staff shall be under the direction of the Secretary or his designee. Travel of the Secretary shall be under the direction of the President. Travel of the Secretary and his staff shall be subject to budget limitations and shall be approved in advance. Payment of such travel shall be calculated and made only on actual expenses incurred.

f. The Secretary or his designee shall have the authority to enter into any written contract authorized by the existing budget at the time of the contract or authorized by the Board. All contracts entered into by Kiwanis International, Key Club International and Circle K International in excess of ten-thousand dollars (\$10,000) shall be reviewed and approved as to form by legal counsel prior to execution.

g. Within the limitations of the budget, the Secretary may employ the services of a Legal Counsel admitted to practice law in the state of Indiana, who shall serve at the direction of the Secretary. The Secretary shall employ other such legal counsel as the Secretary, after consulting with the President, may deem necessary.

h. The Secretary shall provide an International Office status report, in writing, to the Board thirty (30) days prior to the January and May Board meetings. The Secretary shall also provide a year-end status report to the Board thirty (30) days prior to the October Board meeting. Each status report shall include, but will not be limited to, the current status of all projects and programs, significant dates and deadlines. The Secretary shall include the status report with the Secretary's report in the minutes of such Board meetings. The status of the International Foundation Office may be included if a report is provided by the Foundation Administrator.

i. Kiwanis International shall employ the International Secretary with a contract. The contract shall be for a period of time to be determined by the Board. Six months prior to the end of the contract, at the request of the Secretary, the Board may enter into negotiations to modify and renew the contract. The renewal must be completed no later than sixty (60) days prior to the completion of the previous contract and submitted to the Board for approval.

j. An annual appraisal of the performance of the Secretary shall be completed as follows:

(1) There shall be a Performance Review Committee composed of the Immediate Past President, the President, the President-elect and the Treasurer.

(2) Each year, no later than May 30, the Secretary shall discuss with the Performance Review Committee possible goals and objectives for the Secretary for the coming administrative year. These goals and objectives shall be compatible with the goals and objectives of the Board.

(3) No later than August 1, the Secretary shall present his preliminary goals and objectives for the coming administrative year to the Performance Review Committee. These plans should be consistent and compatible with the goals and objectives of the Board.

(4) At the beginning of the administrative year, the Performance Review committee shall meet with the Secretary to review, delete and/or add to the Secretary's preliminary goals and objectives and finalize the goals and objectives.

(5) No later than the end of the October Board meeting, the Performance Review Committee will present to the Board the Secretary's finalized goals and objectives for approval.

(6) No later than the end of the May Board meeting, the Performance Review Committee will conduct an informal performance review with the Secretary. This review will include the committee's appraisal of the performance of the Secretary as it relates to the goals agreed upon the previous October. At this time, the goals and objectives may be modified. If necessary, the appraisal may be written and would be consistent with the appraisal procedure in use for the International Office staff.

(7) Immediately prior to the October Board meeting, the Performance Review Committee will conduct a formal performance review with the Secretary. This review will include the committee's appraisal of the performance of the Secretary as it relates to the goals agreed upon the previous October. The appraisal shall be written and would be consistent with the appraisal procedure in use for the International Office staff. The appraisal, along with a recommendation for any compensation adjustment, shall be presented by the Performance Review Committee to the Board of Trustees for approval at an Executive Session at the October Board Meeting.

(8) The annual appraisal shall be one of the factors considered in determining compensation adjustment, if any. The appraisal and compensation adjustment shall be identified in writing and be placed in the Secretary's personnel file maintained in the Human Resources Office.

(9) Each written appraisal will be placed in the Secretary's personnel file maintained in the Human Resources Office.

(10) The foregoing does not prohibit the President or the Performance Review Committee from discussing with the Secretary at any time during the administrative year the Secretary's performance. This type of discussion is encouraged.

(11) If the Performance Review Committee should fail to conduct the appraisals, as outlined above, the Secretary should take the initiative to request that the appraisal be conducted and document such initiative.

Procedure 893- Expenses of the International Board of Trustees  
(current underlining)

893.5 - International Secretary's Administrative Expenses  
(current underlining)

In each annual budget, a total fund of \$3,600 administrative expense shall be ~~allowed~~ budgeted for the Secretary to cover personal expenses incurred in the administration of his Office beyond regular travel allowance. ~~He will present a semi-annual accounting to the Finance Committee for such expense.~~

Procedure 112 - Board Committee Areas of Responsibilities and Concern

(current underlining)

112.1 - Executive (current underlining)

- b. Personnel (current underlining) - Review personnel matters. ~~and approve the compensation paid to the International Secretary and Assistant Secretaries.~~  
(10/5-9/86)

**ARTICLE VI, SECTION 1, AND ARTICLE VII, SECTION 1,  
AS AMENDED AT THE ST. LOUIS CONVENTION**

## **VI. Districts**

**Section 1.** For the purpose of promoting the best interests of Kiwanis, the Board of Trustees shall create, supervise, and control districts of chartered clubs and shall establish the boundaries thereof. The Board of Trustees shall have the power to change the boundaries of districts in such manner as it may deem best. Prior to any proposed change becoming effective, not less than ninety (90) days' notice shall be given to the affected federations, districts, and clubs. Within the next thirty (30) days after such notice, a federation, district, or club may submit a written statement of support or protest and/or may request that a hearing be held before the Board of Trustees during its meeting at the next annual convention. If a hearing is requested, the Board shall schedule such hearing and give notice thereof to the affected federations, districts, and clubs. Before any change becomes effective, the Board shall consider all matters presented at the hearing, if held, and all written statements of support or protest.

## **VII. Federations**

**Section 1.** For the purpose of promoting the best interests of Kiwanis, the International Board of Trustees has the authority to create, supervise, and control federations of districts and shall establish the boundaries of federations. The International Board of Trustees shall have the power to establish and change the boundaries of federations in such manner as it may deem best. Prior to any proposed change becoming effective, not less than ninety (90) days' notice shall be given to the affected federations, districts, and clubs. Within the next thirty (30) days after such notice, a federation, district, or club may submit a written statement of support or protest and/or may request that a hearing be held before the Board of Trustees during its meeting at the next annual convention. If a hearing is requested, the Board shall schedule such hearing and give notice thereof to the affected federations, districts, and clubs. Before any change becomes effective, the Board shall consider all matters presented at the hearing, if held, and all written statements of support or protest.

### **TWO INTERPRETATIONS TO BE DELETED**

#### **A Hearing Before the Board of Trustees**

**Article VI, Section 1** - states in part, "Prior to any proposed change becoming effective, sixty (60) days notice of a hearing before the Board of Trustees shall be given to all affected districts and clubs in the districts affected."

**Interpretation** - The phrase "a hearing before the Board of Trustees," is interpreted to permit written submissions as well as oral presentations. (6/21-23 and 6/29/89)

#### **Federation Boundaries**

**Article VII, Section 1** - states in part, "Prior to any proposed change becoming effective, sixty (60) days notice of a hearing before the International Board of Trustees shall be given to all affected clubs, districts, and federations in the geographical area affected."

**Interpretation** - A hearing by the International Board of Trustees shall be held prior to the creation or change in boundaries of a federation. (5/3-7/89)

REPORT OF THE BOARD COMMITTEE ON FINANCE  
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES  
September 30-October 4 and 7, 1990

Dates of Committee Meeting: October 1, 1990

Place of Committee Meeting: International Office  
 Indianapolis, Indiana

Present:	Members	- Gerald P. "Jerry" Christiano, Noris A. Lusche, Eyjolfur "Eddie" Sigurdsson, Kenneth W. Smith, D.C., Arthur D. Swanberg
	Chairman	- Robert E. Wales
	Staff	- Donald R. Collins, Kevin W. Krepinevich, Robert M. Scroggin, Larry Smolecki
	Others	- W.J. "Wil" Blechman, M.D.

Review of Year-end Status Report

The status report for the Finance/M.I.S. Division was summarized by staff. The Committee discussed several items covered by the report and expressed thanks to staff for the many achievements during the year.

Committee Responsibilities

The Chairman asked for and received affirmation that the members of the Committee had read and understood the responsibilities as reflected in procedures.

Proposed Changes to Financial Policies and Procedures

The Committee reviewed the proposed new or revisions to existing financial policies and procedures as suggested by the 1989-90 International Committee on Constitution and Bylaws. These additions or changes are necessary to bring the procedures into conformance with the International Constitution and Bylaws. The members of the 1989-90 Board Committee on Finance had also submitted suggestions and a final version of the proposed changes is attached as Exhibit A.

Recommendation #1

The Committee recommends that the new or revised financial policies and procedures be adopted. (Exhibit A)

I move that Recommendation #1 be adopted.

(Adopted)

Finance:	None
Procedures:	Would bring financial policies and procedures into conformance with Constitution and Bylaws. Refer to Policies, Procedures and Structures Committee for insertion.

Proposed Revised Procedure Regarding District Submission of Certified Audit Report

In June, 1990, staff submitted an internal audit report which indicated that only 24 percent of districts were complying with the present procedure. Following discussion, it was decided that the procedure should be revised in a manner that would ensure compliance. The International Secretary will send a reminder if districts fail to submit reports timely. A report will be submitted to the Board Committee on Finance at the May meeting each year.

Recommendation #2

In order to ensure compliance, the Committee recommends that Procedure 202 - Annual Audit be revised as follows:

Procedure 202 - Annual Audit.

In accordance with the Standard Form for District Bylaws, Article XVI, Section 4, "The books of account of the district should be audited at least once each administrative year by an independent auditing firm named by the (District's) Board of Trustees and a certified report shall be rendered to the (District's) Board of Trustees."

- a. All districts are required to submit a copy of their certified audited financial report to Kiwanis International annually and not later than March 31, of the succeeding administrative year.
- b. If the report is not received, the International Secretary shall request in writing by April 15, a copy of the district's certified audited financial report in compliance with paragraph 202a.
- c. Each of the district's audited financial reports will be analyzed and summarized and be submitted for review to the International Board Committee on Finance by the May meeting of the Board of Trustees.

I move that Recommendation #2 be adopted.

(Adopted)

Finance: None

Procedure: Revised procedure to be referred to Policies, Procedures and Structures Committee for insertion.

Budget Assumptions for the 1991-92 Budget and 1992-93 Forward Plan

Staff presented the budget assumptions for the next budget and forward plan. The assumptions include membership counts and projected income by category and geographic area. Assumptions were also included this year for sales and cost of sales. The Committee reviewed and discussed the assumptions and asked staff to proceed with preparation of the budget and forward plan.

#### Internal Audit Report on Permanent Cash Advances

Staff presented an internal audit report on permanent cash advances, a copy of which is attached as Exhibit B. The Committee found the report to be in order and agreed that staff should proceed as suggested.

#### Review of Club Indebtedness Waivers Under \$200.00

The International Secretary is authorized, by procedure, to authorize waiver of indebtedness up to \$200.00 under certain limited conditions. A report must be presented to the Board Committee on Finance at the next meeting if such waivers are approved. One waiver, in the amount of \$136.75 was approved by the Secretary on August 20, 1990.

#### Future Needs and Direction of Kiwanis International

The Committee discussed a report prepared by staff at the request of President W.J. "Wil" Blechman. President Wil commented in detail on the need for Kiwanis International to make every effort to provide clubs in all parts of the world with certain basic services.

The Committee applauded the initiative of President Wil and endorses the concept of providing such services. The Committee recommends aggressively proceeding with the development of a report on the costs of such services and that they be prioritized for further consideration by the Board of Trustees.

It was recognized by the Committee that a future dues increase may be necessary to fund some of the initiatives in the report. However, the Committee was unable to reach a consensus as to whether a request for a dues increase should be presented in Anaheim.

The Finance Committee awaits recommendations from other committees after actual costs have been determined.

#### Letters from Past President Counselor to the Finance Committee

The Committee reviewed and discussed in detail the suggestions made by Frank J. DiNoto, Past President Counselor to the Committee. The Committee accepted many of the suggestions and due to time constraints, will be dealing with some of the suggestions at a future meeting. The Committee expressed its gratitude for the continued help and support of the Past President Counselor.

#### Financial Impact of the Relocation of the Regional Office-Europe

Staff summarized the financial impact of having to relocate the regional office in Europe. There will be considerable one-time expense for moving, finding staff and preparing the office for occupancy.

#### One-time Waivers for Semi-annual Billing

Staff reported on a problem with getting a small percentage of clubs (about 5%) to submit accurate payments and reports for the semi-annual billing. About 400 clubs receive an invoice for a higher number of members reported on the Official Monthly Report or reported by the district than are actually paid. About one-fourth of these clubs write letters of complaint about having to pay this charge.



The Committee felt that it was important to apply the procedure consistently to all clubs. Staff will be discussing this issue with the district secretaries and bring a further report to the Committee in January.

January, 1991 Committee Agenda

The Committee discussed several items to be included on the January, 1991 Committee agenda. Staff and members of the Committee were asked to advise the Chairman of other items that should be considered, if any.

Respectfully submitted,

GERALD P. "JERRY" CHRISTIANO  
NORIS A. LUSCHE  
EYJOLFUR "EDDIE" SIGURDSSON  
KENNETH W. SMITH, D.C.  
ARTHUR D. SWANBERG  
ROBERT E. WALES, Chairman

## EXHIBIT A

**Exhibit A** of the Report of the Board Committee on Finance, "Proposed Revisions to Finance Procedures, Sections 800-829 and 891 (Housekeeping)," is now Exhibit #26 of the September 30-October 4 and 7, 1990, Minutes.



**KIWANIS INTERNATIONAL**

KIWANIS INTERNATIONAL HEADQUARTERS, 3636 WOODVIEW TRACE, INDIANAPOLIS, INDIANA 46268  
317-875-8755 FAX: 317/879-0204 CABLE ADDRESS: KIWANINTL IND TELEX/TWX 810-341-3471

Kiwanis International Board  
Committee on Finance

September 24, 1990

We have completed our first internal audit program covering Permanent Cash Advances.

This report is being presented to your committee for review, comments, and corrective action.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Larry Smolecki", is written over a horizontal line.

Larry Smolecki

cc: Kevin W. Krepinevich  
Donald R. Collins  
John E. Merski, Jr.  
W. Thomas Nelson, Jr.  
Robert M. Scroggin  
William W. Parker  
C. Jeffrey De Witt  
Alberto Romero, Jr.  
Korath C. Norin

KIWANIS INTERNATIONAL  
Internal Audit Report on  
Permanent Cash Advances  
September 24, 1990

INTRODUCTION

The Policies and Procedures of the Kiwanis International Board of Trustees, Section Q-819.4 permits cash advances for future travel expenses of staff or other persons traveling on Kiwanis related business.

819.4 - Advances

- a. All monies paid for future travel or other expenses to or on behalf of Staff or others shall be recorded as an advance. Within 30 days after completion of travel, the individual shall either repay the advance or report the amount on an approved expense report.
- b. Any request for a cash advance must list the reasons for the advance and be approved by the employee's supervisor. Such advances may include transportation costs and an allowance for hotels, meals and incidentals not to exceed the period of travel. (4/25-29/86)
- c. An amount up to \$1,000 may be given as a permanent advance with the approval of the International Secretary. Permanent advances are to be given as a convenience to Field Service Representatives who incur expenses on behalf of Kiwanis International. Advances not covered by Procedure 819.4(a) and (b) are considered permanent and will be acknowledged as a non-interest bearing note in writing. Such advances will be repaid to Kiwanis International upon termination. (1/90)

Permanent cash advances are given to Field Service Representatives to provide a cushion for the time period between the date expenses are incurred and reimbursed by Kiwanis International. The North American Field Service Representatives file weekly expense reimbursement reports. Non-North American Field Service Representatives file expense reimbursement reports on a monthly basis.

STATEMENT OF PURPOSE

The audit was a test of whether adequate and effective internal accounting controls are maintained and the permanent advances are recorded properly in the financial statements.

STATEMENT OF SCOPE

The audit was limited to permanent cash advances outstanding at August 31, 1990. At August 31, 1990, Kiwanis International's financial records reflected \$13,542 of outstanding cash advances. Of this amount, \$8,544 (63%) was permanent cash advances.

STATEMENT OF OPINION

Based on the results of our review, we have formed the opinion that Kiwanis International maintains an adequate system of control over its permanent cash advances and the amounts are properly recorded in the financial records. The following finding are presented along with suggested recommendations as a means of additional safeguards:

- o The Policies and Procedures of the Kiwanis International Board of Trustees 819.4(c) states that all permanent advances "... will be acknowledged as a non-interest bearing note in writing." Currently the Field Operations-North America Department employs seven Field Service Representatives of which five have permanent cash advances outstanding. The Field Service Representatives are currently required to sign a Confirmation of Receipt of Permanent Advance indicating the receipt of money as an advance for job-related expenses and is to be repaid upon termination of employment.

The Field Operations-South America/Africa Department and the Field Operations-Asia/Pacific Department employ five and four full-time Field Service Representatives respectively. Each Field Service Representative has a permanent cash advance outstanding. Currently no written documents are subscribed to acknowledge the receipt of the advance.

The Finance Department has updated their procedures to comply with the Policies and Procedures of the Kiwanis International Board of Trustees, Section Q-819.4. A document is being prepared and will be executed by all persons receiving or currently holding permanent advances.

The document will include the following:

Acknowledgement of:

- Receipt of monies
- Amount of the advance
- The advance is to be used for expenses incurred on behalf of Kiwanis International
- The advance is permanent and is to be repaid to Kiwanis International upon mutual consent or termination
- A non-interest bearing note
- Signatures
  1. International Secretary
  2. Immediate Supervisor
  3. Employee

The original signed document will be filed in the individual's personal file in the Human Resources Department.

**PROPOSED REVISIONS TO FINANCE PROCEDURES  
SECTIONS 800-829 AND 891 (Housekeeping)**

801.8 - Funds/Reserve Accounts

- ~~a.~~ Separate funds or reserve accounts may be established by the Board of Trustees, which shall indicate their purposes and the sources of revenues and charges. See Section 830 to 839.

~~803.2~~ 803.3 - Data Processing

- a. ~~Due to the volume of data, Accounting and membership records will be maintained on a data processing system. and a back-up system will be established.~~
- ~~c.~~ b. Back-up accounting, membership, and other important records shall be maintained both on site and off site.
- ~~895.1~~ c. The Secretary shall establish a price for data processing services.

804.1 - For budget definitions see Section 102.

805.4 - Distribution of Annual Report and Financial Summary

- c. Financial Summary. A financial summary shall be published in the Kiwanis magazine prior to the annual convention.

812.2 - Types of Investments

- b. Portfolio Structure and Individual Issue Limitations:
  - (1) Maximum of 100 percent of ~~book value of the bond portfolio may be invested~~ investments may be held in obligations of the U.S. Government and securities guaranteed with respect to payment of principal and interest by the U.S. Government.
  - (2) Maximum of 100 percent of ~~book value of the bond portfolio may be invested in bonds~~ investments may be held in securities of various agencies of the Federation Government, except Federal Farm Credit Bank.

813.2 - Dues and Subscriptions

- a. Club - Accounts receivable for dues and subscriptions shall be accrued ~~recorded~~ for active clubs and non-service clubs not receiving services. but not for non-meeting clubs. Accounts receivable shall not be accrued for non-meeting clubs.

828.1 - General

~~If Income is received but is to be earned in a future period, such as dues, subscriptions, insurance premiums, life memberships, etc., the unearned amounts shall be credited to a deferred income account and then taken into income as earned.~~

828.2 - Income From Life Memberships

Income received for life memberships will be credited to deferred life memberships and amortized into income on a straight-line basis over a period of fifteen years. Cash received for deferred life memberships will be included as current operating funds and will ~~is~~ not ~~to~~ be segregated. invested-separately.

828.3 - Convention, Registrations and Other Convention Income

~~When~~ Income is received for convention, registrations and other income, ~~it~~ will be credited to the deferred convention income account and taken into income as convention expenses are incurred. Cash received for such convention income will become part of the International Convention fund and any excess amounts should be invested. See Section 891 for guidelines for other convention income.

152.2 891 - Guidelines for Other Convention Income ~~Non-Dues/Registration Fees-  
Revenue Generation To Complement the Kiwanis International Convention-  
Budget~~

- a. Kiwanis International's intent is to identify, solicit, and establish approved alternate sources of income to defray a portion of the increasing costs of operation of the annual International Convention.
- b. All income shall be from sources or organizations whose activities shall not impugn the good name of Kiwanis. Such income shall be used for convention purposes, and such use must be consistent with policies, procedures, and practices of Kiwanis International.
- c. Efforts will be made to coordinate these solicitations with, but not necessarily through, the Convention Host Committee.
- d. All contracts, other than purchase orders and advertising agreements, must be signed by the International Secretary or his designee.
- e. Financial support of any individual event, activity, publication, etc., by an organization outside of the Kiwanis International family is not to be construed as an endorsement or promotion of that organization by Kiwanis International.
- f. Monies generated must be processed through the Kiwanis International Finance Department consistent with its normal operations. Monies may be used only to defray expenses incurred in the planning, preparation, and/or execution of the Convention, its related events, activities, and/or materials.
- g. Arrangements must be sought and made only with reputable, reliable sources.
- h. All arrangements made are subject to review by the Kiwanis International Board Committee on Conventions.

**PROPOSED REVISIONS TO FINANCE PROCEDURES  
SECTIONS 800-829 AND 890 (Substantive)**

804.10 - Use of Kiwanis Funds for Other Than Kiwanis Activities

The funds of Kiwanis International have been provided by its member clubs for Kiwanis administration, and therefore contributions cannot be made for the activities of other organizations.

812.4 - Objectives

Investments must provide safety of capital, a reasonable rate of return, liquidity, marketability and low price volatility. Although income will be considered, preservation of capital has primary importance.

813.6 - Direct Write-offs

Quarterly, any account receivable from clubs or individuals with a balance of ~~\$2.49~~ \$4.99 or less and past due more than 90 days will be written off.

897 890 - Alternative Income

1. The purpose of alternative income is to minimize the need for increased membership dues and other costs necessary to implement the objectives and administrative costs of the Kiwanis organization.

(Subsequent sections renumbered)



**PROPOSED REVISIONS TO FINANCE PROCEDURES  
SECTIONS 830-879 AND 102**

830 - Fund Accounting and Reserves

Kiwanis shall establish a separate fund system of accounting and reserves for operations, the Kiwanis magazine, the International Convention, liability insurance, and property.

831 - Fund Accounting

831.1 - General

In fund accounting, each fund is a separate accounting entity for recording assets, liabilities, fund balance, revenues and expenses. The fund reserve balance is the excess of assets over liabilities. The difference between revenues and expenses shall be credited or charged to the fund balance. Fund balances may be budgeted or used to pay for expenses in excess of revenues.

831.2 - Inter-fund Accounts

Amounts due from or to other funds are balancing accounts, and interest, at the average rate currently being received on investments, will be charged or credited.

831.3 - Departmental Charges

All departmental operating costs, except for the Magazine and Convention Departments, are charged to the unrestricted fund. Inter-departmental and overhead costs may be allocated to various departments to provide cost control centers.

831.4 - Investment Income

Investment income is reported as revenue in the fund in which the assets are held, and is budgeted and used to carry out the purposes of the fund.

831.5 - Gifts or Grants

Gifts or grants are recorded at their fair market value at the date of receipt, and are credited to the fund intended to receive such gift or grant.

832 - Unrestricted (Operating) Fund

832.1 - Purpose

The unrestricted fund is used to report operating revenues and expenses. The unrestricted fund balance represents the net amount of resources available without restrictions for carrying out the organization's operations and objectives.

832.2 - Reserve Fund Balance

Kiwanis seeks to maintain at the end of the administrative year an unrestricted operating fund reserve balance of 50% of the operating expenses, including depreciation, budgeted for the following year. Unrestricted reserve fund balances in excess of that 50% reserve may be budgeted or used for operating purposes.

833 - Magazine Fund833.1 - Purpose

The magazine fund is used to report KIWANIS magazine subscription fees, advertising revenues and publication expenses. The magazine fund balance represents the amount of resources available without restriction for carrying out the publication of the magazine.

834 - International Convention Fund834.1 - Purpose

The International Convention fund is used to report convention revenues and expenses. The convention fund balance represents the amount of resources available without restriction for International Convention purposes.

835 - Liability Insurance Fund835.1 - Purpose

The liability insurance fund is used to report liability insurance revenues and expenses. The insurance fund balance represents the amount of resources available without restriction for insurance claims and administrative expenses.

836 - Property (Building) Fund836.1 - Purpose

The property fund includes buildings, furniture and equipment, and is used to record all capital assets and depreciation. Investments in the property fund represent resources available for the cash purchase of additional capital assets. Depreciation is charged as a fund expense annually, and is reimbursed in cash from the unrestricted fund. The reimbursement of depreciation enables Kiwanis to replace capital assets which, due to inflation and/or appreciation, often are at higher prices than the original cost.

836.2 - Reserve Fund Balance

Kiwanis seeks to be debt-free, shall fund depreciation and shall maintain a property reserve fund balance representing the original cost of all capital assets, plus earnings on the fund investments.

840 - Sources of Revenues and Expenses840.1 - Unrestricted (Operating) Fund

The principal sources of revenues for operations are dues, processing fees, charter fees, sales of supplies and interest on investments.  
The principal expenses are operating and administrative expenses.

840.2 - Magazine Fund

The principal sources of revenues are the magazine subscription fees and advertising income. The principal expenses are the cost of the magazine publication, including costs to obtain the advertising.

840.3 - Insurance Fund

The principal sources of revenues are the cost of insurance charged to the clubs, which is based on membership, and interest on investments for reserves and self-insured, uninsured and future claims and losses.  
The principal expenses are the costs of insurance, claim losses and administrative expenses.

840.4 - Convention Fund

The principal sources of revenues are convention registration fees and other convention income. The principal expenses are the convention costs.

840.5 - Property Fund

The principal sources of revenues are the annual reimbursement of depreciation expense from the unrestricted fund and interest on investments. The principal expense is depreciation.

840.6 - Currencies

Payment of amounts due Kiwanis International shall be made in United States currency, or in other currencies approved by the Board of Trustees. For the amount payable in other currencies, See Section 809.1.

- a. Approved currencies are the United States Dollar, the Canadian Dollar and the Swiss Franc.
- b. Clubs located in restricted currency countries shall deposit funds payable to Kiwanis International with the approved fiscal agent or directly in the Kiwanis bank account.

840.7 - Payment of Dues, Magazine Subscription Fees and Insurance

Dues, magazine subscription fees and insurance costs are payable by clubs in semi-annual installments on October 1 and April 1 of each administrative year. They are based on the number of members as reported to Kiwanis International on the previous September 30 and March 31, respectively, in the club monthly and semi-annual report. The amounts become delinquent if not paid within 60 days after the due date. (Upon adoption, the name of the March 31 and September 30 club monthly report forms shall become Club Monthly and Semi-Annual Report. This conforms to current practice. Constitution, Article XIII, Section 2).

840.8 - Refunds or Prorating Dues, Subscriptions, and Insurance

Clubs do not receive a refund from Kiwanis for dues, magazine subscription fees or insurance costs paid for members who are dropped from club membership in the semi-annual periods after September 30 or March 31, and clubs, during that period, are not charged dues, magazine subscription fees or insurance costs for new members.

840.9 - Newly Accepted Clubs

Each new club accepted for membership in Kiwanis International will pay a prorated amount of dues, magazine subscription fees and insurance costs, based on a semi-monthly schedule beginning on the first or the sixteenth day of the month following the date of the club's organization. (Note: The Board should consider a change to monthly, quarterly or a set fee).

841 - Dues841.1 - Per Capita Dues

Each club shall pay to Kiwanis International for each active, senior and privileged member, except those holding life member status, annual dues as provided in the Constitution, Article XIII (\$18.00).

841.2 - Dues for International Expansion

One dollar of the member's annual dues shall be allocated to international expansion. These dues become part of the unrestricted fund, and are not segregated. (Constitution, Article XIII)

841.3 - Recognition of Income

Revenue from dues shall be recognized as income received during the period to which the dues relate.

842 - Income from Life Memberships. (See Section 828.2)843 - Processing Fee

A processing fee of \$15 shall be charged for each new club member to defray the office administrative costs. The processing fee is waived for charter members of new Kiwanis clubs, honorary members, and for members who, within a six month period, join another Kiwanis club.

844 - Charter Fee

Before admission to membership, each new Kiwanis club must pay to the operating fund of Kiwanis International a charter fee of \$100. (Bylaws, Article III)

845 - Interest

Interest income is reported as revenue in the appropriate fund when earned and not when received.

846 - Supplies

Income, commissions and royalties from supply sales will be credited to the unrestricted fund as supplies are sold. Amounts received for shipping, handling and insurance are recorded as an offset to the expense accounts.

896.1 846.1 - Minimum Gross Margins and Pricing of Supplies

A minimum margin for the pricing of Kiwanis supplies should be 20% for club essential items and 50% for non-essential items, except for discount and sale items.

896.2 846.2 - Minimum Markup for High Volume Drop-Shipped Shipment Items

A minimum markup for high-volume drop-shipment Kiwanis supply items shall be a gross margin of 10%.

850 - Magazine Subscriptions850.1 - Subscription Price

Each club in the United States and Canada shall pay for each member, a subscription price of \$6.50 for the KIWANIS magazine. (Bylaws, Article XVII) Subscriptions are required for each honorary member, unless that member is an active, privileged or senior member of another Kiwanis club.

850.2 - Subscription Price Outside the United States and Canada

The subscription price of the KIWANIS magazine outside the United States and Canada is \$7.50.

850.3 - Bulk Orders

The subscription price for the KIWANIS magazine purchased by clubs in bulk orders of 10 or more copies is \$10.50 each.

850.4 - Subscription Price for Non-Members

Each non-member subscriber in the United States and Canada shall pay \$6.50 annually for the KIWANIS magazine, and those outside the United States and Canada shall pay \$7.50 annually.

850.5 - Magazine Fund

All magazine subscription fees must be deposited in the magazine fund and shall not be transferred to the unrestricted fund. (Bylaws, Article XVII)

851 - Magazine Advertising Revenues

The advertising revenue shall be credited to the magazine fund as income for the issue in which the advertising appears.

852 - Convention Revenues

Convention registration fees and other income shall be credited to a deferred convention income account and reported as income as expenses are incurred. (See Section 828.3)

853 - Reimbursement of Insurance Costs

Amounts paid by Kiwanis clubs for the cost of insurance and administrative expenses shall be credited to a deferred insurance income account and reported as income on an amortized basis as expenses are incurred.

859 - Clubs Financially Delinquent

For a club to remain "in good standing," all dues, subscriptions and other obligations to Kiwanis International and to the district and federation must be paid within 60 days after such amounts are due. Also see Section 310, which provides for clubs financially delinquent being placed on a non-service or non-meeting basis.

860 - Operating Expenses - Unrestricted Fund

For cost control and financial reporting purposes, operating expenses have been divided as follows:

860.1 - Board and Administration -- includes Board and special committee meetings, Board and the President's travel expenses in North America, officer allowances and office expenses, and the convention expenses of the Past Presidents.

860.2 - Executive -- includes administration of the office of the International Secretary, legal fees, and trademark registration.

860.3 - Office Services -- includes administration and maintenance of the International Office building, in-house printing and mail services. The Kiwanis administration fee for handling general liability insurance is credited to this account.

860.4 - Management Information Services -- includes computer programming and operations, directory preparation, and maintenance of financial and membership records.

860.5 - Finance -- includes budget preparation, processing of semi-annual billing payments, cash management, maintenance of accounting records, and audit costs.

- 860.6 - Personnel -- includes administrative costs of the Human Resources Department.
- 860.7 - Meetings and Conventions -- includes the planning of meetings other than the annual International Convention.
- 860.8 - Supplies -- includes the administrative costs of the Supplies Department.
- 860.9 - International Extention -- includes translations, new club building, and field operations in all regions except North America, and counsel and travel to non-North American districts.
- 860.10 - Member Services -- includes new club building and field operations-in-North America, membership research and development, and program materials to support growth.
- 860.11 - Club Services -- includes administrative support services and award programs for clubs and districts.
- 860.12 - Public Relations -- includes public relations programs and materials for Kiwanis International, clubs and districts.
- 860.13 - Program Development -- includes the development of the Major Emphasis Program and other service projects made available for club use.
- 860.14 - Education -- includes leadership training for lieutenant governors-elect and club presidents-elect, educational forums, the Governors-elect Conference, and the development of leadership manuals at all levels.
- 860.15 - International Council is the cost of Council meetings.
- 860.16 - Special Services -- includes the administration of International committees and special meetings and events, such as regional governors' meetings.
- 860.17 - Publications -- includes the layout, designs and coordinating of the printing of Kiwanis materials and the Bulletins for Kiwanis Officers.
- 860.18 - Sponsored Programs -- includes program development, educational services, membership development, and new-club building for the Kiwanianne and Builders Club programs.
- 860.19 - Circle K (subsidized) -- includes financial services and record-keeping, building occupancy charges, administrative and staff support, and additional subsidies to Circle K.
- 860.20 - Key Club (subsidized) -- includes financial services and record-keeping, building occupancy charges, administrative and staff support, and additional subsidies to Key Club.
- 860.21 - Regional Office in Europe -- includes the administrative and operating expenses of the Kiwanis regional office in Europe.

861 - Budget Contingencies and Allocations861.1 - Budget Contingency

The budget contingency is an amount set aside for unforeseen expenses arising after the budget has been adopted.

861.2 - Allocation of Expenses

Each department will be allocated its appropriate share of employee wages and benefits, telephone service, printing and photocopy expense, office supplies, employee benefits and building occupancy costs.

862 - Expenditure of Kiwanis Funds862.1 - Responsibilities

The Board of Trustees has the responsibility to appropriate the expenditure of Kiwanis funds. Such appropriations are established through the approval of the annual operating and capital budgets. The International Secretary has the responsibility to make disbursements only as authorized by the Board. Every Kiwanian and Kiwanis employee has the responsibility to conserve Kiwanis funds.

862.2 - Funds to be Used

All expenses or reimbursements to entities located or persons living outside the United States shall be paid by Kiwanis International, when practical, in funds on deposit in that country.

862.3 - Amount of Reimbursement

Although a higher cost of travel, accommodations, etc. might have been reimbursable, actual costs, if a lesser amount, will be the sum reimbursed. If the amount of expenses requested to be reimbursed exceed the regular costs, approval of the reimbursement by the President is required. Only the regular and not the requested amount or costs ordinarily will be reimbursed. (Regular costs are those costs as authorized by Procedures.)

893 863 - Expenses of the International Board of Trustees863.1 - Board of Trustees

Members of the Board are reimbursed for their expenses in attending regular and special Board meetings, special committee meetings, the International Convention, Council, and assigned district conventions or Board responsibilities.



893.1 863.2 - President's Office Expense - President

To carry out the duties and responsibilities of the office of President.

- a. The selection of the space, location, and equipment of the President's office shall be made by the president and paid for by Kiwanis International, together with the other expenses such as telephone, postage, and supplies incident to the operation of an office up to the amount budgeted. Reimbursement shall be made after receipt of an itemized statement of such expense.
- b. ~~The International President shall have discretion for the selection of~~ may select a personal secretary, and he may employ one from his in the President's home area for the administrative year. That secretary ~~would~~ will receive ~~adequate~~ needed training at the International Office prior to undertaking these duties. The amount allocated in the budget may be used to reimburse the President for ~~his~~ such secretarial costs.

c. (Note: 893.1c was revised and moved to new Section 864.1g.)

893.2 863.3 - President-elect's Office Expense - President-elect

To carry out the duties and responsibilities of the office of President-elect.

~~The same procedure which applies to the President's office expenses applies to that of the President-elect, and the President-elect may also select a secretary from his area. The amount allocated in the budget may be used to reimburse the President-elect for his secretarial costs.~~

The President-elect may select a personal secretary in the President-elect's home area for the administrative year. The amount allocated in the budget may be used to reimburse the President-elect for such secretarial costs.

893.4 863.4 - Office Expense for Board Members Other than President and President-elect Immediate Past President, Vice-Presidents, Treasurer, and Trustees

893.7 a. Office Allowance for Immediate Past President

~~In each annual budget beginning October 1, 1988, a total Annually, the amount of \$2,000 shall be allowed to the Immediate Past President to cover office administrative costs. incurred beyond the term as President. This is in lieu of the contingency allowance currently available for the Immediate Past President.~~

b. Vice-Presidents, Treasurer and Trustees

The semi-annual allowance of \$175.00, budgeted to cover the incidental office expense of each Vice-President, Treasurer and Trustee, member of the International Board of Trustees, other than the International President and President-elect, shall be sent automatically to ~~the member~~ them at the beginning of each six months+ period.

893.3 863.5 - Contingency Fund

- a. President and President-Elect - In each annual budget a total fund of \$5,500.00 shall be allowed the President and a total fund of \$1,500.00 shall be allowed the President-elect to cover their personal expenses which they may incur in the administration of their offices beyond regular travel allowance.
- b. All Other Elected Members of the Board of Trustees - The annual contingency allowance is ~~increased from \$250.00 to \$350.00.~~  
~~effective October 1, 1986.~~

893.5 863.6 - Administrative Expense - ~~International Secretary's Administrative Expense~~

In each annual budget a total fund of \$3,600.00 shall be allowed the Secretary to cover personal expense incurred ~~in the administration of his Office beyond in excess of regular travel allowances and other expenses.~~ He will ~~present a semi-annual accounting to the Finance Committee for such expense.~~

893.6 863.7 - Reimbursement of Kiwanis International Officers (Form 1099)

At the beginning of each year, staff shall inquire of the President, and President-elect, and Secretary as to whether if each prefers to receive the authorized contingency expenses as a payment in gross or to receive as reimbursement for actual expenses up to the amount authorized. In ~~the event any of If these the~~ officers elects payment in gross, a Form 1099 shall be filed with the Internal Revenue Service.

893.8 863.8 - Expense Account Submittals

Each member of the Board of Trustees, the Past International Presidents, Secretaries Emeriti, Governors, Governors-elect, District Secretaries, and Special International Committees shall submit an expense account for travel and/or all events for which they are entitled to any expense reimbursement. The expense account shall be submitted postmarked no later than sixty (60) days following the conclusion of the travel or event ~~/trip in order to be eligible for said reimbursement.~~

892 864 - Travel892.1 864.1 - Allowance

## b. President-elect

- (1) The President-elect shall have the same status as all other members of the Board, and on all regular Board assignments shall receive the financial consideration as set forth in (a) above.
- (2) ~~The When~~ President-elect, by presidential shall be subject to assignment, by the President to represent him as the official representative of the ~~officially represents the~~ President, ~~of Kiwanis when arrangements mutually satisfactory to both parties are made.~~ On such occasions the President-elect he shall be reimbursed on the same basis as the President and all such charges costs shall be charged against the President's travel allowance.

c. Programmed Meal Functions

The cost of programmed meal functions for members of the Board of Trustees and Past International Presidents shall be paid by Kiwanis International at the International Convention and at the first meeting of the International Council.

d. Per Diem Allowances

Members of the Board of Trustees are entitled to a per diem allowance, including travel days, when away from home on official Board business. The effective dates for per diem to be paid are those dates required for official Board business including travel days. For partial travel days up to 1/2 day, Per diem allowances shall be paid at one-half 1/2 the established rates. for travel days less than one-half day.

f. International Secretary

(1) When traveling, the expense of the International Secretary shall not exceed the cost of air coach transportation between the points involved plus the actual expense incurred for food, lodging, and ground transportation, except that first- or business-class transportation is authorized when accompanying the President, who is using first- or business-class transportation.

(2) Travel expenses, housing, and programmed meal functions shall be paid for the International Secretary attending the International Convention and all meetings of the International Council.

g. Travel Outside North America

The cost of travel by Board members or designated representatives to areas outside North America to meetings, conferences or conventions shall be charged to international travel expense.

g. h. Wife Spouse of President

Kiwanis will defray the expenses for transportation of the wife spouse of the President when she accompanies him for accompanying the President on official travels.

~~h. --Wife of President-elect~~

If the President-elect is substituting for the President for special events, Kiwanis International will defray the expenses for transportation of the wife of the President-elect, when she ~~accompanies him.~~

i. Wife Spouse of President-designate

Kiwanis International shall will defray the expenses for transportation of the spouse wife of the President-designate when she accompanies him for official travel.

~~i.~~ j. Wives Spouses of Board Members, Secretary, and Past Presidents

- (1) ~~Provision shall be made for the payment of Travel expenses, housing, and programmed meal functions shall be paid for the wives of Past Presidents to the International Convention and International Council; and for the wives spouses of Board Members and the International Secretary attending the International Convention, the first meeting of Council and to counselled district conventions. and International Council.~~
- (2) ~~Provision shall be made for the payment of Travel expenses, housing, and programmed meal functions shall be paid for wives spouses of Board Members and Past Presidents at attending the International Convention and the first meeting of Council. meeting.~~
- (3) ~~When a member of the International Board of Trustees is assigned to a meeting, conference, or convention by the President of Kiwanis International in lieu of attendance by the President, the same rule will apply to the expenses of the wife of the Board member as would have applied had the President attended personally accompanied by his wife.~~

k. Presidential Travel Assignment

892.1h and  
892.11(3)

If a board member is assigned by and is substituting for the President for a meeting, conference, convention or special event, Kiwanis International will pay the expenses for such Board member and spouse and charge the cost to presidential travel.

~~j.~~ l. Governors-designate, Governors-elect, and Standing, Special, and International Committee Personnel

- (1) Authorized travel by District Governors, Governors-designate-elect, and Standing, Special, and International Committee personnel shall be limited to round trip fare by air coach, necessary ground transportation, and actual expenses for food and lodging for meetings authorized by the Board.
- (2) Travel expenses, housing, and programmed meal functions shall be paid for Governors attending the first meeting of Council.
- (3) Housing and programmed meal functions shall be paid for spouses of Governors attending the first meeting of Council.

~~k.~~ m. Former Staff Member Holding Emeritus Status

Any former staff member holding emeritus status and spouse shall be invited to all International Conventions and Council meetings, and their expenses are to be paid in the same manner as are the expenses of Past Presidents, except where this procedure is inconsistent with agreements made prior to April 1986. ~~the adoption of this procedure in which case such agreements shall apply.~~

m. n. Widows or Widowers of Past Presidents

Widows or widowers of Past Presidents shall be invited to the first meeting of Council Meetings and the International Convention so long as they remain unmarried. Programmed meal functions shall be paid. Transportation and room accommodations will be at their own expense.

n. o. International Convention - Committee Chairmen

The expenses of the Chairmen of the Committees on Elections, Resolutions and the Sergeant-at-Arms and the Director of Convention Music to the International Convention shall be paid travel, housing for five days and the same per diem as established for Trustees of the International Board. on the same basis as the chairmen of other standing committees of Kiwanis International.

o. p. Board Committee Responsible for International Conventions

The travel expenses of ~~wives~~ spouses of the Board committee on conventions shall be paid for attending Communications who are in attendance at the planning meeting in host convention city. shall be paid.

p. q. Host Convention Chairman

The Host Convention Chairman and his wife will To attend the preceding year's convention and the current year's first meeting of Council, the expenses of and only the Host Convention Chairman will be paid for travel, housing, and programmed meal functions. attend the Governors-elect Training Conference just prior to his convention. The Chairman's spouse will be invited to attend at the Chairman's expense. These visits will be at Kiwanis International's expense. Any additional trips will be at the Host Convention Chairman's option and expense.

q. r. Circle K and Key Club International Presidents

Circle K and Key Club International Presidents will be paid transportation, and housing, and programmed meal function costs to the same per diem as established for Trustees of the International Board, and for the meal function costs that they are required to attend at the International Convention and the first meeting of Council. meeting shall be paid by Kiwanis International for the following:

1. Circle K and Key Club International Presidents
2. President of Kiwanis International Europe

r. s. International Committee Chairmen and District Secretaries

Kiwanis International will assume the programmed meal function costs to the first meeting of Council Meeting for International Committee Chairmen and District Secretaries and their wives spouses.

t. Widows of Individuals Who Have Been Granted Emeritus Status by the Kiwanis International Board or the Kiwanis International Foundation Board

Widows of individuals who have been granted emeritus status by the Kiwanis International Board or the Kiwanis International Foundation Board shall be invited to the first meeting of Council. Programmed meal functions shall be paid. Transportation and room accommodations will be at their own expense.

864.2 - Insurance

The Board of Trustees expects that each Board and staff member who drives an automobile or other travel vehicle will be protected by adequate amounts of insurance, including public liability, property damage and other types of losses. Kiwanis International will not be responsible for or reimburse such person for either premiums paid or for losses sustained.

892.2 864.3 - ~~Authority to~~ Assignment of Past and Present Officers

~~Authority is granted~~ The International President may within the limits of his travel allowance to assign present and past International officers to travel for the promotion and ~~carrying out~~ implementation of the Kiwanis programs or objectives, and the cost of such travel shall be charged to presidential travel.

892.3 864.4 - Governor-elect ~~Training~~ Conference Travel

a. ~~Kiwanis International shall pay~~ The travel and housing expenses to the ~~Governors-elect Training Conference~~, of the governors-elect, including those from and the ~~governors-elect of~~ provisional districts., to the Governor-elect Conference will be paid.

892.4---Attendance of Vice-Presidents at Governors-elect Training Conference

b. The two Vice-Presidents are requested to attend the Governors-elect ~~Training~~ Conference, and Kiwanis will pay their expense allowances.

865 - Medical Expense and Insurance

(Human Resources to update Section 891)

866 - New Club Building

(Have Membership Department update Section 894 for clarification)

870-879 - Magazine, Convention Department, International Convention and General Liability Insurance Expense (to be completed)

**Note:** The following Sections have been deleted and made part of Sections 830-879:

- 801.8b - Fund Reserve Balances
- 824 - Inter-fund Accounts
- 825 - Fund for KIWANIS Magazine
- 892 - Travel
- 893 - Expenses of International Board of Trustees
- 895 - Management Information Services
- 896 - Supplies

102 - Financial Definitions

**Note:** Section 804.1, Definitions of Budgets and Foward Plan will be moved to Section 102

Per Diem Allowance

An amount given in lieu of reimbursed costs of meals, telephone and other expenses incurred for attendance at a meeting or conference, and for which no itemized statement is required for reimbursement.

Reimbursable Expenses

Actual costs that require an itemized statement or receipts that are reimbursable up to the lesser of actual cost or the amounts permitted in the budget.

**Note:** Current Section 102 will be renumbered as Section 103.

REPORT OF THE COMMITTEE OF PAST INTERNATIONAL PRESIDENTS  
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 30 - October 4 and 7, 1990

Date of Committee Meeting: October 5 - 6, 1990

Location of Committee Meeting: Westin Hotel  
Indianapolis, Indiana

Present: Members - Wes H. Bartlett, Roy W. Davis, Frank J. DiNoto, Merald T. Enstad, Aubrey E. Irby, Raymond W. Lansford, James M. Moler, Ted R. Osborn, Gene R. Overholt, John T. Roberts, Mark A. Smith, Jr., Hilmar L. "Bill" Solberg, Merle H. Tucker, Albert J. Tully, Robert F. Weber, Donald E. Williams

Chairman - Anton J. "Tony" Kaiser

Staff - James P. "Pete" Tinsley, Jr.

Others - W.J. "Wil" Blechman, M.D., John D. Morton, Sr., William L. Lieber, Kevin W. Krepinevich

Following an invocation by Wes Bartlett, members who were unable to attend were remembered, as were the widows and families of Past International Presidents.

Discussion with International Officers

The Committee received reports from President Wil Blechman, President-elect John Morton, Treasurer Bill Lieber, and Secretary Kevin Krepinevich on the current status of and future directions for the organization. The Committee expressed its support to these officers in their mission. Numerous topics were discussed, including the following:

Three year MEP: The Committee was pleased to have it expressly confirmed by President-elect John and Treasurer Bill that the MEP title would remain the same for the announced three-year duration of the program. The Committee was informed by them that it is their intention to continue the overall thrust of the program while likely focusing on different aspects of it.

KI/KIE Update: International Secretary Kevin updated the Committee on the current status of various aspects of KI/KIE relations.

Travel Management Program: The Committee further discussed the Travel Management Program with the International Officers. The Committee again expressed serious reservations about the program and its implementation.

Alternative Sources of Income: The Committee discussed at length the propriety and desirability of the concept of Kiwanis International pursuing alternative sources of income, and many members are particularly negative about certain of them, especially the Kiwanis Mastercard Affinity Program. The Committee again suggests that the Board consider the compliance of the use of alternative sources of income with the International Bylaws.



Servicing Clubs: The Committee discussed with Secretary Kevin the service being provided to our existing clubs by the International Office. The Committee believes there is room for improvement in the quality and quantity of that service and was assured that certain enhancements in it are underway.

#### Review of June 1990 Board Action

The Committee was updated by the Chairman as to the status of the various matters submitted to the International Board by the Committee at its June 1990 meeting. The Committee was assured that its concerns about the Travel Management Program would be brought to the appropriate Board Committee before a decision at the January 1991 meeting. Additional Committee recommendations will likewise be brought before the appropriate Board Committees.

#### Review of Proposed Bylaw Amendments

The Committee reviewed each of the four Bylaw amendments to be presented to this meeting of Council. Chairman Tony was delegated to suggest to President Wil that proposed Amendment #3 might better be withdrawn to allow the Board time to reconsider both the substance of the matter and whether it should properly come to Council or to the delegates at a convention.

#### Article XV, Section 1 of the International Bylaws

The Committee discussed at length whether the degree of flexibility given to a President-elect by this Bylaw provision regarding the appointment of International Committees, and its impact on determining the direction of Kiwanis International each year, continue to be in the best interest of Kiwanis. No specific proposal was voted upon, but many Committee members clearly feel that the subject should be re-visited.

#### Proposed Criteria for Districts in Good Standing

The Committee again discussed this item and its purpose and effects. Since Districts are already under the supervision and control of Kiwanis International (as provided by the Constitution), the Committee believes that such criteria are not needed. Enforceability aside, the Committee believes that such criteria would serve little purpose in strengthening local clubs. The Committee withdraws its previous recommendation on this matter.

#### Introduction of Past Presidents at Convention

In responding to an inquiry, the Committee discussed the appropriate place in the convention program for the Past Presidents to be introduced. Since the Past Presidents are part of Council, the Committee believes these introductions should be at the same time as those of other members of Council.

#### Flagship Clubs

The Committee heard a presentation from Past President Frank DiNoto concerning the present status of the Flagship Clubs Pilot Program. He requested the assistance of members of the Committee who have affected clubs in their District.

Waiver of Fees for Armed Services Personnel

Recommendation #1:

The Committee recommends that the Board waive the International dues, magazine fees, and insurance fees and grant an excused absence for Kiwanians who have been called to active duty due to Operation Desert Shield, and further recommends that districts and clubs be encouraged to take similar action.

Mr. President, I respectfully request that this recommendation be referred to the appropriate Board Committee for consideration.

**(Referred to the Board Committee on Member Services, Internationalization, and Extension.)**

Other Items

The Committee discussed various other subjects.

After spirited discussion, Past President Gene R. Overholt was admitted to Committee membership.

Staff Appreciation

The Committee expressed their appreciation to staff liaison Pete Tinsley for his assistance.

Respectfully submitted,

ANTON J. "TONY" KAISER, Chairman

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**.# = Translation of core materials
      and MEP
.# = Translation of core materials only

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\* Not applicable  
(Non-districted area)

[illegible]

MESSAGE OF THE INTERNATIONAL SECRETARY  
KEVIN W. KREPINEVICH  
TO THE  
KIWANIS INTERNATIONAL COUNCIL  
OCTOBER 6, 1989

Thank you, President Noris for that introduction. Seeing members of the Kiwanis Magazine staff crawling about taking pictures reminds me of the time an important speaker was about ready for his speech when a news photographer was seen jockeying for a vantage point to take an action shot. The chairman, fearing that the speaker would be annoyed, leaned down to the photographer and said, "Don't take his picture while he is speaking. Shoot him before he starts." Fortunately, since the Kiwanis International Convention in Orlando, President Noris and I have had the opportunity to share the podium at the Key Club International and the Circle K International Conventions and no shots have been fired. We hope to maintain that success here today.

I would like to welcome the 1989-90, 75th anniversary, leadership of the Kiwanis Family and guests to Indianapolis. We have already embarked on what will surely be one of the most exciting years in the history of Kiwanis. Now that we are six days into this year, I assume that many of you have already accomplished the goals you set for yourselves and your districts. If not, there is still time.

If I may, I would like to take a few minutes of your precious time to share some thoughts about services and the challenge that faces us during this anniversary year in Kiwanis.

First, many of the important accomplishments of the International Office were highlighted in my address to the delegates at the successful International Convention in Orlando, so I will not belabor those points. I will instead present some of the points of interest that pertain to this year.

As you know, the 1-800 service numbers have been changed to one number due to the fact that we were able to obtain expanded service for clubs, now including Canada, at a rate less than that offered by our previous supplier. Even though this service is not available for non-North American clubs, our fax number seems to be meeting the needs of those clubs. You may also note that a 1-800 fax number has been available since July for ordering items from the Supplies Department.

The 75th Anniversary Directory has these numbers included for easy reference. The directory also contains fax numbers provided to us by many of the Kiwanis leaders. The directory also contains the changes to the Constitution and Bylaws, as amended in Orlando, as well as policies and interpretations. The 1989-90 Directory has already been mailed and I would encourage you to become familiar with these features.

(over)

In an effort to keep the Governors and their districts better informed, President Noris has requested that we continue to provide Governors a synopsis of major actions taken by the Board of Trustees after each Board meeting.

The Board of Trustees have recently finalized the budget for the 1989-90 administrative year. Some significant items that have been placed into the budget to enhance services to clubs include:

- The addition of much needed support to the Club Services Department to respond better to club requests ranging in subjects from incorporation and bylaws, to addressing club administrative needs. We also are planning to address in this area such things as below charter strength clubs and to assist districts and clubs in attaining the minimum 15 paid members by the end of this administrative year.

This single issue will be the greatest challenge we will face this year. Currently, there are 722 clubs below the 15 member minimum. We need to inform, educate, and train these clubs to assist them in attaining the 15 member minimum to remain in good standing. This effort should enhance the viability and the service provided by these clubs. Please note that the term I used was in good standing. At this time, Kiwanis International does not plan to move to immediate revocation if a club does not reach 15 members by October 1, 1990.

- The budget also includes long awaited assistance in the Program Development Department. As mentioned in Orlando, many service bulletins and programs have been untouched for years and new service concerns have not been reviewed and implemented. We believe that we can begin to address these issues and enhance the service offered by clubs.

The 75th anniversary year will be a time for Kiwanians world-wide to rededicate themselves to service and challenge themselves to reach out and meet the needs of their respective communities. Plans are also in place to provide district chairmen training in service areas at the International Convention in St. Louis.

- We have been very successful with the improvements to the education offered Kiwanians. Two of what we call the three legs of the education and training tripod are in place. The first two were the complete overhaul of the club president, lt. governor, club secretary and the governor resource guides and the development and implementation of the leadership education program for club presidents and lt. governors. The third leg of the tripod is about to be addressed.

This is the operational training of lt. governors and club presidents. By allocating new resources to the Education Department we will now soon see materials which will assist in consistent operational training for these officers. During this year, we will also begin the second cycle of training trainers for the Leadership Education program.

- In membership, several issues have been identified for expanding services. The addition of a Field Service Representative for areas in Europe, such as Finland, Sweden and Spain as well as support to current districts, will occur this year. We have allocated resources to accelerate translations of a core group of resource materials into languages spoken by Kiwanians. We will now begin to expand our efforts in identifying how we can better penetrate the various segments of the community for recruitment of new members.

At the International Convention in Orlando, the delegates amended the Kiwanis International Bylaws to provide for a wider distribution of financial records in the Kiwanis Magazine. The Board of Trustees have already developed plans to comply with this change and the information will be provided in a spring edition.

The Board of Trustees has also provided for a travel management program. This will provide better control of expenses related to travel and should help us to control and possibly reduce travel costs for Kiwanis International, Key Club International and Circle K International. You will be receiving more information on this in the near future.

But the most exciting is the celebrating of Kiwanis International's seventy-five years of service. This is a momentous occasion, not only because of our longevity but also because Kiwanis has continued to be relevant for the members of its clubs and the communities these clubs serve.

Our relevance is seen in the more than 10,000 Circle K members, more than 129,000 Key Clubbers, 154 Kiwanianne Clubs and 563 Builders Clubs. This is where we effect the future. Our relevance is seen in the estimated 316,000 paid Kiwanis members and the over 390 new clubs we built this past year, which when the dust settles may be second only to the 1977-78 our best new club building year. Our relevance will be seen with the final certified membership we obtain on December 1. This is where we effect today.

By encouraging clubs to become involved actively in the 75th anniversary celebration on the community level we can enhance our public image, enhance service provided to communities, and enhance our membership. The opportunity to use such a celebration does not happen every day.

(over)

We look forward to your attending the celebration in Detroit, and we hope that if you have not purchased a 75th anniversary pin or plaque that you do so this weekend, since the money raised will go directly to the Kiwanis International 75th anniversary float in the 1990 Tournament of Roses Parade.

I would like to take a moment and extend an apology to each of you concerning the problem we had with the audio tapes for the 1989-90 Major Emphasis Program. By now each district should have received re-cut copies of the audio tapes for their lt. governors.

We at the International Office agree with you that Encourage Excellence, our major emphasis program, deserves better than the quality offered by the company that produced the tapes.

As a matter of fact, the major emphasis program deserves the support of all members of the Kiwanis Family. President Noris and the Board have spent many long hours working to define a quality program to be promoted by the Kiwanis Leadership and to be implemented by Kiwanis Clubs. The Governors received detailed information on the MEP in March, and by now all levels of the Kiwanis International organization should have had a chance to read it and make it part of the plans for this year.

We have already begun plans for the Kiwanis International Convention in St. Louis. The host committee is excited and anxious to see you and your district delegations next summer. If you don't know by now, because Noris just can't keep a secret, we have already obtained agreement with the Gatlin Brothers for the superstar entertainment. We will also be trying something different this year with two shows. You will get more information about this as the year progresses.

We are pleased to have with us at Council, our European Regional Office Manager Rene 'Chapuis. During this past year, we have been working to have the Regional Office up and running by the beginning of this administrative year. We have worked hard with the European Federation Board and the Governors of the European Districts to identify, clarify, and define responsibilities and functions of the office.

These are but a few highlights of exciting things happening in the Kiwanis world. I would like to thank you for your attention and time.

Time has been described as something very unimportant. It is only necessary to determine a beginning and an ending. What you do in between is what is important.

We have so much to do.

I know that President Noris and Jeannie are ready  
I know the Board of Trustees are ready  
The Past presidents are always ready  
I can only hope you are ready.

On behalf of the International Office Staff we wish you all the best of luck. But who needs luck with a leadership team like the one assembled here.

Kiwanis leaders this is your place in history. Many members of the Kiwanis family will look back to this year for many reasons. We hope that those who come after us will say that this was the year that Kiwanis International:

Encouraged growth  
Encouraged service  
Encouraged commitment  
Encouraged fellowship  
and most importantly Encouraged Excellence.

If you are committed to Encourage Excellence, I ask you to demonstrate your commitment to President Noris by clapping your hands.

Thank you.



MESSAGE OF DR. GENE E. SEASE  
LUNCHEON HONORING THE PAST PRESIDENTS

KIWANIS INTERNATIONAL COUNCIL

SATURDAY, OCTOBER 7, 1989

My fellow Kiwanians:

It is a pleasure to be here today, and you honor me by the invitation. I was sitting here saying to Immediate Past President Gene Overholt that I think the leadership in Kiwanis is becoming much younger. As I considered the governors this year, I am impressed that Kiwanis is attracting these kinds of people.

I spoke to the Indianapolis Rotary Club sometime ago, and those who are acquainted in Indianapolis know that the downtown Rotary club and the downtown Kiwanis club are both very large and both meet in the very same room, one on Friday and one on Tuesday. As I looked at the Rotarians in the audience that day (they knowing that I was a past president of a Kiwanis club), I said, "I feel very much at home today; this is the same room in which I sit on Friday at noon. In fact, the only difference is the banner that hangs on the wall. On Fridays it is the Kiwanis banner; on Tuesdays it is the Rotary banner. I also feel at home with the food. This is the very same food we were served last Friday. It is warmed over, and you get it on Tuesday. The only distinction I notice is that as I look around and see the median age level, the Rotarians are the old men of the city."

The Rotarians have never forgotten that. Any speaker is flattered when anybody remembers anything he says, and I am flattered when I meet a Rotary friend who says he remembers when I spoke to the old men's club downtown.

Some time ago I was interviewed for a magazine article. The young lady reporter who was interviewing me asked about my philosophy of life. After about one-half hour or so into the interview, she said, "You know, I take it you are an optimist." I replied, "No, ma'am, I am a Kiwanian." She said, "No, no, that is not what I mean. I mean that you are not a pessimist." I said, "What makes you think a person must be either an optimist or a pessimist?"

It amazes me how people try to categorize us by one extreme or the other. Things are either up or down; they are either right, or they are left; a person is either in or out, rich, or poor. Most of us fit somewhere in between those areas. I do not meet many people who are on either extreme. In fact, I worry about those who are. Most of the people I meet are somewhere in the middle. The interviewer thought that because I wasn't a pessimist, I had to be an optimist. She said, very strangely, "Well then, what are you if you are not an optimist?" I replied, "I am a **peptimist!**"

(over)

She said she never heard that word, and I told her I had just invented it. She asked me what a **peptimist** was, and I replied that a **peptimist** is a leader who understands the harsh realities of life, that things are not always easy, that life has some problems, disappointments, and difficulties. But there are people who dream dreams, who set goals, who progressively move ahead, not weighted down by the obstacles. They take off their coat, roll up their sleeves, and exercise a little **peptimism** and get the job done.

I am seated today with a head table full of **peptimists** -- our Past International Presidents. They would not be here if they were not. Further, you would not be here if you weren't. I stand here today to salute a distinguished group of leaders from around our globe who are the kind of people who dream dreams but don't leave them in the dream stage alone. They take off their coats, roll up their sleeves, and tackle the problems. That is Kiwanis leadership.

I am a student of people, and I have discovered there are five different kinds of leaders, and I categorize them thusly:

### 1. ADENOIDAL

There are leaders who are **adenoidal**. They talk an issue to death. They make a great speech; they make a great argument; they refer the issue to a committee, and the committee discusses it and refers it to a sub-committee. Those are **adenoidal** leaders. They have not learned what God in her wisdom tried to tell us about the human body. When the human body was made, it was made with two ears, two eyes, and one mouth. It's not necessary to be a mathematics professor in order to understand the message the Creator was trying to give us -- that we ought to receive 80 percent of the time (hearing, seeing, and observing) and talk 20 percent of the time.

Have you ever been at a table at a luncheon or at a meeting where somebody could hardly wait for the last speaker to finish, then interrupted the speaker and said, "Oh, excuse me." The only reason this happened is that the person was not listening to the speaker. He was so eager to say what he wanted to say that he never allowed the speaker to finish. Those are **adenoidal** leaders -- eager to talk, slow to listen.

### 2. THYROIDAL

The second are what I call **thyroidal** leaders. Their thyroid becomes excited, and they want to be cheerleaders. It is "huff and puff" and little reality. Somebody taught me years ago that still water runs very deep. Superficial leadership at the **thyroidal** level usually isn't remembered for long. It is fantastic in the emotional hour; but like quick love affairs, it is soon all over and not deep.

### 3. ULCEROIDAL

The third kind of leader I have observed is what I call the **ulceroidal** leader. This type worries, lacking the ability to relax and enjoy life. They are so worried about what they are going to do next that they do not have time to finish the current job. I am amazed at how many people say they are too busy for a simple assignment. They do not mean that; what they mean is they are disorganized. Most folks who contend they do not have time for Kiwanis, the church choir, or other activities are really saying, "I am not interested," or "I can't manage my time."

Somebody was telling me that a number of years ago, and so I thought, "How do you react to that?" Then I remembered my wife's sewing machine cabinet. I married one of those farm girls who still likes to bake bread on Fridays and sew clothes. She has a sewing machine cabinet that has many drawers. They are all little drawers which hold one size button, one size needle, one color thread -- totally organized. When she is looking for something, she knows which drawer to pull out. I said to myself, "That is my mind." My mind has in it an infinitesimal, an inestimable number of drawers, and I will never open more than one drawer at a time.

Right now the only drawer I have open is this Kiwanis meeting. Awhile ago, before I came here, it was a brunch. When I leave here, it will be the 2:30 p.m. meeting. Tomorrow at this time it will be the Colts game. I only open one drawer at a time and give my full attention to that. Have you ever been in somebody's office when the individual spends the first ten minutes of your appointment telling you about the last appointment? Not only is that unethical, but it is also bad use of time. When we finish one thing, we should close the drawer, open the next one, and give that open drawer our full attention.

When I go to bed at night, I do what I do with my file cabinet when I leave the office. I push all the drawers shut, push the lock, and go right off to sleep until morning, never fretting at night about what happened that day. Every so often if I begin pillowtalk with Joanne about something, she will say, "Now close all the drawers, honey, and open my drawer." I understand that.

But, you see, we can have as many drawers as we want, and we can do as many things as we want if we will organize our mind and our time. There are those **ulceroidal** leaders out there who just become nervous and panicked. What they are telling us is they have not gotten themselves under control yet. They are not organized.

(over)

#### 4. HEMORRHOIDAL

The fourth kind of leaders I call the **hemorrhoidal** leaders. They do nothing but "sit on it." They spend their year in office by maintaining the status quo. It is their job to try nothing new, do nothing exciting, just hold the organization together until the next leader comes. None of us wants to be that.

#### 5. CEREBRAL

The fifth kind of leader, and I know it represents this body assembled, is what I call the **cerebral** leader. This is the brain person, the one who uses his/her mind, who dreams, plans, and executes those plans to make a difference. Kiwanians are **cerebral** leaders.

I have sometimes suggested that leaders can be divided in only three categories, and it spells the word "**SEA**," the waters over which many of you came to be here today.

The first are the survivors. They just try to stay alive from week to week.

The second are the emulators. They keep doing what the last person did, and each carbon copy gets weaker than the last.

Then there are the achievers, the ones who are innovative, creative, dynamic, original. The world and Kiwanis needs the **achievers**.

Let me close these comments by suggesting five observations or characteristics which I have observed in the good leaders I have known. I have had the good fortune across the years to work in Kiwanis with men who are outstanding leaders, and I know the female Kiwanians are the same. So you will remember these, I begin each of them with the letter "c."

#### 1. COLLEGIALITY

The first is **collegiality**. These leaders learn how to get along and to use other people. When we involve other people, we extend our own personality. Alabama football coach "Bear" Bryant said, "If the team makes a mistake, I take the blame for the wrong call; if the play is executed well, the players get the credit." What a beautiful model for Kiwanis leadership -- **don't care who gets the credit**.

I remember one Saturday at the university I was walking around in a pair of blue jeans and an old flannel shirt. I have never been able to go by unanswered telephones. When I walk down a corridor and the phone is ringing, I pick it up and say, "Hello, there." They say, "Is this so and so?" I say, "No, this is Gene Sease; what can I do for you?" They say, "Well, could I leave a message?" So I scrawl the message and leave it on the person's desk.

I was walking by the university switchboard one Saturday about two o'clock in the afternoon. I heard the phone ringing, and said "University." "Oh thank God -- I got somebody." It was a desperate mother on the other end. There had been a band contest statewide on the campus that morning. This mother said, "My son came home and forgot his very expensive cornet." I asked, "Do you remember what the building looked like?" She replied, "Yes, it is the one with the big white pillars." I said, "I know where that is. Will you hold on the phone? I will see if I can find it."

I ran across the campus and went up to the second floor. There was that very expensive cornet in the case, where it had been left. I grabbed it, ran back, and said, "I found the cornet." She said, "Thank God." I said, "I appreciate the compliment, but I am not He." She said, "No, no, I am just very grateful to you because we were worried. That was a very expensive instrument. Will you be there awhile?" I replied, "I will be here just as long as you need me. Where do you live?" She said, "We live in the Richmond area." I told her, "Oh, you can be here in about 1-1/2 hours. I will meet you at the base of those white pillars."

Later, a car circled, and I knew it was they. A boy was cowering in the back seat. Dad was driving the car; Mother was telling him what to do and where to go; the poor boy was just sitting back there, crushed that they had driven all this distance because he had forgotten his instrument. I had the cornet in my hand, took it out to the car, and said, "I guess you are the folks who left the cornet behind." She said, "Yes, thank you so very much." I said, "Oh, I am glad to do it."

About Tuesday or Wednesday of the next week I received a letter addressed to the President telling me about this wonderful "maintenance man" who had taken the call about the cornet and had waited there long after he was obviously to be off duty. I appreciated the letter. I wrote a letter to the superintendent of our Maintenance Department. I said, "Kenny, this person is not identified in the letter, but these are the kinds of employees we want." Those two letters were on the bulletin board in the Maintenance Department until they turned yellow. Nobody to this day knows who that maintenance man was.

My only point is that if we don't care who gets the credit, laurels, compliments, and congratulations, we can get the job done. These men have **collegiality**, getting along with fellow leaders.

## **2. CREATIVITY**

The second "c" is **creativity**. I admire the leader who isn't burdened by tradition, who will try the new, the novel, the

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different. The fine distinction between the strong leader and the weak leader is the one who is willing to try something different. I am amazed at the number of times I suggest to people something we could do and they say, "We have never tried that before." I say, "I appreciate the lesson in history, but now give me a reason." That is no reason, is it? It tells us where we are, but it is no reason for not doing something.

My favorite illustration is in the automobile. If you forget everything else I have said, I hope you will remember this the next time you get into your car. My first car was a 1936 Ford with mechanical brakes. It had the vent that needed to be pushed up, and the thing leaked. The reason I remember it so well is that I had to wear boots every time it rained. I never could get that vent to stop leaking. I found it easier to just put a pair of boots on and then mop the water out of the car.

The thing I remember most about that old 1936 Ford was that it had a very small windshield. My car now has a back window probably as big as that windshield was then. Now our windshields are much larger, and they are wraparound. Why? We have learned that a safety factor is a bigger windshield. We can now look out of that corner instead of having metal there. We have learned that a bigger windshield means a safer car. We have not changed the size of the rear view mirror. It isn't much larger in my 1989 car than it was in my 1936 car. Why? Because we have learned that safety is not as much in looking back as it is in looking ahead.

The difference between good leaders and weak leaders is the same difference as between the windshield and the rear view mirror. When I meet a leader who says, "I don't know about these young people today. I remember the good old days." They remember selectively what they want to remember. If they want to return to the icebox and get rid of their refrigerator, let them do it; I don't. The first house Joanne and I moved into had seven rooms and a path. I remember those cold nights and those flies and mosquitos. They can have that if they want it. I am not a fan of the good old days.

I remember with nostalgia some of those good old days, but I don't want to return to them. I feel the same way about leadership. The leader who is talking about where we have been and the good old days of the past is not going to take us into the next century. We have to keep our rear view mirror and our windshield in proper perspective. Tomorrow is what is important.

I have an old classmate from graduate school named Fred Rogers. Perhaps you have seen him on television. He entertains kids. He is an old grandfather like I am now, but he still takes his shoes off and puts his tennis shoes on, puts his sweater on, and talks to kids. Fred has a little theme song that he

sings to the children. He says, "Tomorrow, tomorrow, let's start the day tomorrow." What he is trying to teach children is that whatever yesterday had, tomorrow is going to be better. That is the cue to leadership. Whatever yesterday brought us, let's not hang onto those laurels. Let's look at tomorrow.

### 3. COMMUNICATION

The third "c" is **communication** -- verbal communication, what comes from our lips, is but a fraction of a leader. Sometimes what we do speaks so loudly people fail to hear what we say. The handshake, the smile, the interest, the enthusiasm -- those kinds of characteristics of leadership are every bit as important as what we say. I am talking about the life as well as the lips.

### 4. CONSISTENCY

The fourth "c" is **consistency** -- no peaks and valleys, no highs and lows, but consistent leadership, so people know where we are going.

### 5. CONSULTATION

Fifth and finally, **consultation**. I think the best ideas in life I have ever had have been things I learned from other people. I am not the smartest man in the world, and the leader who thinks he or she knows everything is only deluding himself or herself. We need to listen, to network, to join hands, to make the chain as strong as we can. We need each other. One of the basic characteristics between the strong leader and the weak leader is that one has the capacity to involve others.

After 20 years in the university presidency, somebody asked me how I would describe a "university president." I said, "Well, among my friends I say it is a man who can lie in any position." But I don't mean that. The secret of the university presidency is the same as the CEO of any corporation, the governor of any district in Kiwanis, or our International leader. The secret of leadership is not being the "**star**" of the team but being the "**quarterback**" of the team and having the capacity to call some plays -- some that will advance the ball and some that end up in a fumble, but having the wisdom, the knowledge, and the courage to call the plays and to have the team deliver the touchdowns.

Thank you, and a good year to all of you.

ADDRESS OF RICHARD F. ABEL

KIWANIS INTERNATIONAL COUNCIL

SUNDAY, OCTOBER 8, 1989

I was really pleased to be invited here because when Ann and I were stationed in Honolulu, we were involved in starting the Fellowship of Christian Athletes in that great state. Kiwanis was a major force in its beginning in Hawaii. The California-Nevada-Hawaii district sponsored many of the athletes to camp. When someone was sponsored from Hawaii, the largest expense wasn't the camp fee of \$120.00. It was the airfare. In one year, nineteen athletes came to an FCA Conference. Now Kiwanis is 75 years old. Look at your heritage, the things you have been able to accomplish, the service that came out of Detroit, and the young man called Walter Kiwanis. When Ann and I returned to our room last night, she said, "You know, we have been with many groups. We have traveled around. We have spoken many times, but just in our brief time last night during dinner, it was interesting to see such a sweet spirit within the group." That sweet spirit is, I think, very much a hallmark of Kiwanis and your theme of "Encourage Excellence." I remember walking into the Dallas Cowboys dressing room one day. Tom Landry and I have been friends for about a dozen years. Over the cage where players get their equipment is a big sign, "Commitment to Excellence." I gave him a pin that I had in my pocket from the Air Force Academy, and it said, "Commitment to Excellence." Your theme is to "Encourage Excellence." I believe that in order to accomplish this, you must be committed to excellence yourself. Service is something Ann and I did for thirty years with the United States Air Force. It was great to be in that role and have that opportunity to serve our nation.

After I retired, I went with the U.S. Olympic Committee, again serving our nation in a different way -- through a world of sports. I guess someone would have to ask himself why somebody who is an Air Force general would be leading the Fellowship of Christian Athletes. I ask myself that sometimes. But let me just tell you a bit about my life. I was born in Akron, Ohio, raised in Cleveland, and went to school there. I progressed to the University of Detroit, played football and track. I had a fairly good year as a junior and was contacted by three professional teams. I thought I might be able to play professional football. So I returned to Cleveland, Ohio. Then I met a man from Berea, Ohio, by the name of Lou Groza, a great place kicker. Actually, he was a professional offensive tackle. He taught me how to place-kick. So I returned for my senior year. I could hardly wait to get back. I thought, "Gosh, if only I could have a good year. I can kick." I went back to the university. The first week, before the first game, I completely dislocated a shoulder. That ended my career, that part of my life. I didn't like it very much because I really loved football. But I entered the Air Force to fly and I became a pilot.

Ann is from San Antonio, Texas. Her father is a rancher. He would never come to see us fly. After about a year, I said, "Pops, come on." So he came to a show and watched our aerial demonstration. After we finished, I taxied in, got out of my airplane, went over to my father-in-law and

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said, "Pops, how did you like it?" And this old German rancher looked me straight in the eye. He said, "Dick, you're a damn fool!" Now, actually I have a good relationship with my father-in-law. He is a great man.

I loved flying so much that when a space program was starting in the early 1960's, I had an opportunity to be, if you will, a guinea pig in a space capsule testing mission. It was one of these things in which you sit for thirty days and many tests are run. You are given a regular astronaut physical, eight hours a day for eight days - a complete physical. I came home one day and Ann said, "What did they do?" I said, "They examined my heart." She asked, "All day?" And I replied, "All day. The only thing they didn't do was dissect it and lay it on the table."

I had received about six concussions playing football, so they thought there was some scar tissue, and it was a variable with which they didn't want to work. So I was withdrawn from that program and was grounded from flying. It was at that time I was able to go to the Air Force Academy, first to be a training officer. Then Coach Ben Martin asked me to be an assistant football coach. It was a time of having a special involvement with young people. A young man I recruited from Georgia, Kenny Hamlin, invited me to an FCA meeting. It was a Monday night. Well, coaches looked at game film on Monday nights. The next week, he would be back again, and the next week. Finally, I agreed to go to a meeting. I walked into a room with about sixty to seventy athletes, about half of them football players I had just seen on the field.

I saw an entirely new dimension in these young men, so I worked an hour or hour-and-a-half later on Monday nights so I could spend the time with them. I was the coach, supposed to be inspiring them, but they were inspiring me. Speakers included: Bob Petit, the great basketball player from St. Louis; Bart Starr, a tremendous quarterback for the Green Bay Packers; and perhaps the most impressive to me, Paul Anderson, the world's strongest man. Anderson has lifted 6,270 pounds.

He talked about winning the gold medal at the Olympics, having the medal hung around his neck, the flag raised behind him, and the U.S. National Anthem playing. He said, "I have never been prouder to be an American." Then he said, "The greatest joy in my life is to know Jesus Christ, my savior." That really touched my heart.

That Spring Don Maynard, the all-pro receiver from the New York Jets, came into our retreat and shared his testimony. I remember at the bonfire that night that I was holding our son, who was just a little fellow about three months old. It was at that time that I committed my life to Christ.

I had heard the message previously because I had been to a Billy Graham crusade. One can't go to a Billy Graham crusade without hearing the message about how God loves you and has a plan for your life. Albert Einstein's wife once was asked, "Do you understand what your husband says?" She said, "I understand the words, but I don't understand the sentences." I had understood the words before but I didn't understand the sentences.

I went to Vietnam from the Academy and then returned to the Pacific command. Ann and I then started FCA. We saw the lives of young people turn around,

some of them feeling love for the first time. From that time forward in our Air Force career, we were involved in the Fellowship of Christian Athletes. It was our extracurricular activity, something that was part of our lives. Our four children were raised in that environment.

I remember at a meeting in Hawaii, our son, Tim, was about five years old. We had a football film one night. He asked, "Dad, can I stay up?" I said, "Yes, if you do everything that the guys do." We had the meeting and the film and prayed at the end. As we prayed I peeked to see what Tim was doing. He had his little football there and was playing with it. That night when I tucked him into bed, I said, "Tim, you we're really good. You were quiet throughout the evening. But I want to tell you when we were praying you were playing with your football. You have to remember to do what the big guys do." About four weeks later, we had a film again and he wanted to stay up. I said, "OK, but you have to do what the guys do." When we prayed, I looked at him. Sometimes, we have taken mental pictures of our children in certain places, certain positions. Here was this little kid, knee-high to these guys, kneeling down. He had his football in front of his knees and his elbows on either side of the football with his head bowed. I took a snapshot of that, that will never leave me. It goes with me everywhere. I saw the influence the Fellowship of Christian Athletes had.

I returned to the Academy in the early 70's during a recruiting program. It was at that time, in the 1972-73 time period, that there were prisoners of war and the negotiations were taking place. Because I had worked on the plans, I was asked to come back to help in the return of the prisoners from the prison camps of North Vietnam. I wasn't really supposed to be there, but I was called back because of this. I was not supposed to be on the first flight to Hanoi, but a man became ill and I was then picked to replace him to go into North Vietnam. I was not supposed to escort the first group back. I was supposed to escort the third airplane. There were three airplanes, each with forty men on them coming out of Vietnam. But my boss became involved in the procedures of the changeover, so he asked me to take the first flight back. That opportunity was amazing. If you have a desire for freedom, you have an understanding of what happened.

The first bus came around the hanger, stopped, and each man exited. The Communist press were on the other side and ran to the bus. We were within about three yards of the P.O.W.'s. I was wearing my Air Force uniform. For the first time, these men knew they were going home. As I walked down that line of men, I could see the light go on in their eyes. I could see the smile ripple across their faces, and then back to the placid faces. One man stepped out of line and held up a handkerchief. It had Vietnam writings on it. It was snatched away from him, and he was pushed back into line. I asked the interpreter, "What did that say?" It said, "God bless America!"

Each man's name was called, and they boarded the plane. The crew chief and I were the last two to get on the airplane. The doors shut, the airplane was sealed, the engine was started, and shouts broke out. They were yelling, screaming, and hugging each other. They were hugging nurses. After eight

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years that made sense! We couldn't get them to sit down. One nurse said, "If you don't sit down and strap in, we're not leaving." Five seconds later, they were strapped in. They wanted to get out of that place. Then at the end of the runway, with four engines at a hundred percent power and the plane taking off, we could still hear the cheers of the men. Their arms were shaking in the air. Others were sitting very intensely as they reviewed the eight years they were gone. This was a touching time.

I sat next to a man by the name of Larry Greeno, a fighter pilot. He told me about his treatment, about the torture, about his solitary confinement for four years. One man had lived in solitary confinement for fifty-six months in a six-foot by nine-foot cell, with no windows, a cement slab with a grass mat on it - for four years, for fifty-six months. I can't even comprehend that. He told me his captors would put a bar across their feet on the cement slab. A handcuff-type device would pull them so that they were stretched forward. Then they were there for ten days. He told me their captors would tie their hands tightly behind their backs, and with a rope through their upper arms and a tourniquet, twist the device to pull their shoulders out of their joints, for the purpose of forcing them to talk. I have realized the pain of a dislocated shoulder. To do it slowly turned my stomach.

About twenty minutes before we landed at Clark Air Base in the Philippines, a 2½-hour flight, I was in the cockpit and made a transmission back that each man would get off in order after Captain Jeremiah Denton, the senior officer aboard. As I came out of the cockpit and down a small ladder at the back to the deck, Larry Greeno was there, having a cup of coffee. I had one with him. I said, "Larry, how did you make it? How did you get through the almost eight years you were gone?" This little fellow looked up at me. He said, "Dick, if it wasn't for Jesus Christ, I would have never made it." He said, "When I was walking up and down those muddy hills and they were beating me on my back, I could look up and see Jesus. He looked down at me and said, 'Larry, you will make it.' When I climbed that hill, I had a cross on my back." That is the most powerful statement I have ever heard from a pastor, a preacher, a priest, a layman, or anybody else. When we got back, before the International Press Corps, Captain Denton got off and thanked the Country for the privilege of serving. Then he said, "God bless America." Each man got off. When the buses left, my job was to get off, and I had a checklist that the press had given me. Four hundred and fifty representatives of the media from around the world and the last thing on the check list was quotes. So I closed it with the quote from Larry Greeno.

I remember going to bed that night after having been awake nearly thirty hours. I should have gone right to sleep, but I couldn't sleep because my adrenaline was still flowing. As I was praying, I knew why I was not playing football or flying. God had a different plan for my life, and wherever I go, I will share this story of Larry Greeno. I made five flights to Hanoi. But I want to share one other story with you. It was the last flight out, people who had only been in prison for three months. It was a good time to be a prisoner. There was no torture. The food was better. The prisoners knew they were going home soon. Yet when that plane filled up, the same shout broke out. I wondered why. Then the senior officer aboard the aircraft and a lieutenant, whom I had known as a cadet, both

wrote out for me this statement. It was from the wall of the Hanoi Hilton, which is what they called one of their holding places. It reads, "Freedom has a taste to those who fight and almost die that the protected will never know." Freedom had a meaning to them that most of us in this room don't understand. We don't understand freedom because we never lost it. We in America take it for granted, and I think the great fear that I have is that we in the free world do not work hard to protect the freedom that we have. Once that slips by, it's probably impossible, or very difficult at best, to ever regain it.

The Bible talks about freedom. "That ye shall know the truth and the truth shall set you free." Wherever you live, you can live in a prison with no guards, no bars, no locks. A prison of fear, of anger, of depression, of peer pressure. We relate peer pressure to the Key Club and Circle K-age people. But I see as much peer pressure in adults as I see in young people. Maybe that is why the kids have it. In climbing the ladder of success, we have to do many things. We are climbing this ladder of success, and we arrive at the top, only to find that the ladder is leaning against the wrong wall because of all these pressures that lock us in. "You shall know the truth and the truth shall set you free."

When I was a young officer in Colorado, a man spoke to us. Primarily, the group was military people, but there were some civilians. He said, "You know, some day you are going to die." In the military, you wear rank on your sleeve or your shoulder, and ribbons on your chest. People look at that and say that this person is successful because of what is on his coat. He said, "In the corporate level, it's that way too -- where you park your car, your name on the door, your placement at the office." There is a pecking order in the corporate world. It is just not as evident as it is in the military. But when you die, you must take your coat off. You stand naked before the Lord. He will not say, "Oh, you were the president of Fellowship of Christian Athletes, or the President of Kiwanis. Did you have a hundred dollars, a billion dollars, a trillion dollars? Did you have many possessions?" That is not the question. "Did you know Me, and how did you serve Me?" That is the question each of us will have to answer. Football brought me popularity, possibly, and sense of achievement and thrills. But it didn't bring me freedom. I thought it was in flying. Only when I came to know the Lord did I understand what real freedom was. That is why we have committed the rest of our lives to serving our nation, and making a difference.

Your president talked about making a difference last night. He talked about that commitment to excellence. In America we have the Bill of Rights and the Constitution, the bedrock of America. Our nation was founded on our faith in God. Other countries have that faith. A few weeks ago, Ann and I were in New York City at the Metropolitan Museum of Art, and we walked through the European Section. In the various sections the art reflected God, Christ and the Crucifixion - very much so in the European part. It was interesting to us. In fact, we even commented about it as we walked through the museum.

In the world, we have made great progress. We have endured wars, World

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War I, World War II, the Korea, Vietnam. There are rumors of war. We have made all kinds of advancements. In this century, tremendous advancements have taken place in medicine. We have instant communication worldwide. Third world countries that never had a radio are now able to communicate. In this century, we went from horse-and-buggy days to the space shuttle. With all that advancement, the greatest problems we have in schools today are not running in the halls, chewing gum and not putting trash in the trash can. With all this advancement, the greatest challenges we have today are drugs, alcohol, sexual immorality, and suicide in our schools. Have we come that far, yet slipped back that much?

What I see in Kiwanis is an interest in the future of America. What I see in Kiwanis is something great. What I see in Kiwanis is the ability to make a difference, to invest in young people. FCA has our camp program, which rose 21% this year from last year, the highest it has been since 1985. We had 925 student athletes at leadership camp, teaching them how to be leaders, how to make an impact in their schools. I share with them for two hours about the qualities of a leader. I give them thirty leadership traits, the same ones you are using. Integrity doesn't change. Perseverance doesn't change. Justice doesn't change. We are trying to invest in these young people so that they can make a difference. Kiwanis makes a difference.

Our FCA camps are designed to bring young people together. Ann and I have seen so many lonely, depressed, unloved kids, kids who don't have a relationship with their parents. Some of them don't know who their parents are. They are looking for someone to put their arm around them and say, "You are somebody. You can make a difference. I love you. God loves you." When we share with them, we need to do three things: be an example. I think Kiwanis does this. I think you are an example, and your spouses and the people that are involved throughout Kiwanis clubs, are examples. Certainly the young people from Key Club and Circle K can attest to that. Second, be involved in their lives. Third, be available. Be available to love young people. Be interested in them. When we were starting FCA in 1970, the California-Nevada-Hawaii group invested in the future of America by investing in youths, and giving them a positive direction. I would love to see every Kiwanis club sponsor a boy and girl athlete or coach and his family because coaches have tremendous influence in an FCA Conference. That would be a great challenge -- making a difference in kids' lives. That is not just investing in them; that is investing in the future.

The Old Testament tells us this in Psalm 37: "Trust in the Lord and do good." "Trust in the Lord.." -key words. "Dwell in the land and feed on His faithfulness. Delight yourself in the Lord and He will give you desires of your heart." Verse 5 says, "Commit your way to the Lord and trust also in Him." Dwell and delight yourself in the Lord. Commit your way to Him. Trust in Him also. Have you done that? Have you put your trust in God? Have you put your trust in Him because He has a plan for your life? You know that Kiwanis can't do that as a group. That is an individual thing that each of us has to do.

I will close with this. I read James Dodson. Dr. Dodson is a great writer and great speaker. He was asked this question. It meant something to me and maybe it will to you also. He was asked, "How would you like to

be remembered by your grandchildren?" He said this: "I have concluded that the accumulation of wealth, even if one could achieve it, is not a sufficient reason for living. When I reach the end of my days, a moment or two from now, I must look backward on something more meaningful than the pursuit of houses and land and machines and stocks and bonds. Nor is fame of any lasting benefit. I won't consider my earthly existence to have been wasted unless I can't recall a loving family, a consistent investment in the lives of people, and an earnest attempt to serve the God who made me. Nothing else makes much sense and certainly nothing else is worth all my aggravation." How about you? Service, Love, Commitment to Excellence, to "Encourage Excellence," trust in the Lord because He loves you and has a plan for your life.

It is our great pleasure to be with you. God Bless You All!

ADDRESS OF EUROPEAN FEDERATION PRESIDENT

WILLY ØSTHOLT

KIWANIS INTERNATIONAL COUNCIL

FRIDAY, OCTOBER 6, 1989

I am proud and honored to have the opportunity to speak before the highest representatives of Kiwanis International.

As President of the European Federation of Kiwanis International, I am also a member of the International Council. This is in my mind a sign of a more rapid understanding of the problems we have in Europe.

I greet this opportunity to work closer with the Kiwanis International Board, and I am sure it will be for the benefit of the whole organization. Personally, I believe that we can learn a lot from each other and such increased knowledge will also increase the understandings we have for each other.

In this respect I will draw your attention to two of the Objects of Kiwanis International, specifically numbers two and four. They are: To encourage daily living of the Golden Rule in all human relationships; and, To develop, by precept and example, a more intelligent, aggressive, and serviceable citizenship.

For some years we have had a New Federation Bylaws Committee, consisting of members from Kiwanis International and the European Federation. Several drafts have been made and discussed and refused. In Catania, Italy, on August 28, 1989, the Committee made a proposed draft which I believe the KI Board and the Federation Board can approve. That means these bylaws could be effective on October 1, 1990 with the approval of the Federation and KI Conventions. I would like to give a warm thanks to the members of this special committee. They all did an excellent job.

EXPANSION

This is our source of life, and we have to put much effort into building new clubs in Europe. In certain districts a special effort is required. We want to break new ground, and we can now welcome a new Kiwanis country, Hungary. The first club is organized and will be chartered in the last part of October. I have set a goal of 75 new clubs in Europe. I know it is high, but I think it is better to aim high and do our utmost to achieve our goals, even if we miss a little. There is a great potential for growth in Europe with nearly 350 million people.

KIWANIS 75 YEARS

Much has happened during these 75 years. One of the nice things was when Kiwanis decided to become an International organization by going abroad and establishing itself in Europe. If that had not happened, I would not be standing here now.

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Let this 75th Anniversary be an incentive for us to further increase our efforts to help those in our international society who most need such assistance.. Let the 75th Anniversary be an incentive for each and everyone of us to use our resources and our strength to build an always stronger Kiwanis, so that we can achieve the goal we have set. Let the 75 years of Kiwanis be a torch that shall not only burn ahead of us, to lead us further on towards our future goals, but also a torch that shall burn inside, to help us achieve the love and friendship among people that we all want, to wipe out the borders, and to tear down the barricades which hinder our dreams from coming true.



R. P. "REG" MERRIDEW -- TRIBUTE TO THE PAST PRESIDENTS

LUNCHEON HONORING THE PAST PRESIDENTS

KIWANIS INTERNATIONAL COUNCIL

SATURDAY, OCTOBER 7, 1989

President Noris, leaders of the K-Family (Past Present, and Future),  
Dr. Sease, Honored Guests:

The sudden passing this morning of Past President Mac McKitrick has saddened us all. Those of us who were privileged to work with and for Mac well remember his ready smile and great sense of humor. Our hearts go out to his beloved Doris and their family. I know we are all going to have him and them in our prayers.

As I prepared my remarks of tribute to our Past Presidents, Mac was very much a part of my thoughts as you can well imagine. But those of us who knew Mac well will know that he would say, "Don't change a thing; just go right ahead and make your presentation," and that is exactly what I am going to do now.

It is always a distinct honor to be asked to speak at a Kiwanis International Council, but this 1989 Council is of special significance to me because it was just twenty-five years ago, at the 1964 Council, that I had my first opportunity to speak to the Official Kiwanis International Family. As the Golden Anniversary President of the Detroit No. 1 Club, I was there to invite all members of Council to come to Cobo Hall in Detroit to help us celebrate the 50th Anniversary of the birth of Kiwanis. Time has marched on to 1989, and here at this Council we have all been invited by Jim Heymes to help celebrate our 75th anniversary and the 50th anniversary of our Kiwanis International Foundation in Detroit next January.

That Council twenty-five years ago was a truly memorable experience for me, my first opportunity to meet in person the men who had led our beloved organization through its first half century. They were kind enough to invite me to stay after the evening session to visit with them in the International President's suite at the Ambassador Hotel in Chicago. I enjoyed every minute of it, even though it meant I had to fly back to Detroit in my tuxedo, not having had time to change back into more suitable clothes for traveling. After that first informal meeting with our Past International Presidents, it became much easier for me to understand a statement that had been made to me some weeks before back home in Detroit.

One of the special privileges I enjoyed as a member of the Detroit No. 1 Club was that of knowing and having long talks with our last living founder -- Harry Young. Harry frequently rode with

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me to Kiwanis events in the Michigan District, and we became very good friends. He told me many of the interesting details of those first meetings -- described the meeting room at the Griswold Hotel, the red and white checkered tablecloths, and the luncheon charge of seventy-five cents! I even visited a local tailor shop and saw the original cutting table around which Joe Prance, Harry Young, and all our founders gathered to plan the development of their new organization.

During one of our sessions I asked Harry a question that had been on my mind for a long time. I said: "Harry, you are the only one left of the group of men who brought Kiwanis into existence fifty years ago. As you look back over all those years, what do you feel was Kiwanis' greatest accomplishment?" Harry thought for just a brief moment, then said: "The development of leadership!"

My first thought was that he meant local club leadership and, having seen so many club presidents begin their administrative years with considerable apprehension and then develop into excellent presiding officers, the same could be said of lieutenant governors and governors who have provided our districts with outstanding leadership through the year. I shared his enthusiasm to some degree but not to the exclusion of all the other great accomplishments of Kiwanians.

Then in June 1966, what had been my avocation became my full-time job. I had the extremely good fortune to be appointed International Secretary of the organization which had come to mean so much to me since joining in 1948. Now, for the first time, I began to see the inner workings of Kiwanis -- the hard, long hours put in by the members of the International Board, the strong role played by the District Governors and their dedicated District Secretaries, the unstinting efforts of the international committees, and the magnificent dedication of the members of the Kiwanis International staff. I began to realize, too, the great work of the fine young leaders of Key Club and Circle K. Yes, Harry Young's feeling for the development of leadership in Kiwanis began to take on far greater meaning.

It was my privilege to be present at every meeting of the Kiwanis International Board during the fifteen years from 1966 to my retirement in 1981. As I looked around that big Board table, I thought many, many times about how fortunate our organization was to have the dedicated service of every Board member and particularly of every International President. Unless you had seen it for yourselves, as I was privileged to do, it would be difficult, if not impossible, for you to fully appreciate the sacrifices made by our Past International Presidents in order to fill the highest position in all of Kiwanis International.

In order to illustrate my point, I have researched the number of years served by each of the Past International Presidents at this table today from the time he was governor of his district

through his year as Immediate Past International President. During those years each of these leaders served Kiwanis as members of International Committees, as chairmen of those committees, as members of the Board of Trustees, as our top officers. The average time each of these men served from Governor through Past International President was just over fourteen years. When you consider the fact that the years as International Trustee required considerably more time, with the year as President-elect still more, and the year as International President nearly 100%, you can begin to appreciate the dedication they have shown Kiwanis in time alone. Add to that the potential loss of income from one's business or profession, and you will have a new appreciation of their devotion to our beloved organization. And yet -- every one of these men will tell you that serving as our International President was one of the most rewarding experiences in his lifetime.

Some of these Past Presidents encountered unusual hazards during their administrative years. I'm not going to mention any names, but one of these men here today took a ride in a hot air balloon during his official visit to one of our districts, and it wasn't until he was fully airborne that he learned that unforeseen wind currents had blown them off course, and he was soaring through a prohibited firing range for a branch of the United States Armed Forces! Another of these honored gentlemen posed for publicity pictures at a well-known zoo, standing next to a cuddly bear cub. When the huge and irate mother bear came lumbering into the picture, our hero left the scene quickly, and I understand he hasn't been near a zoo since!

During each of their years as International President-elect, these men spent a great deal of time working with us at the International Office to prepare the programs, themes, and objectives for their administrative year. They began their relationship with their class of governors -- a relationship which will last for the rest of their lives and for the lives of their class of Governors and their wives. Then their administrative year begins, and their every moment is totally dedicated to Kiwanis. They set up long and tiring travel schedules for themselves and their wives and, regardless of their health and well-being, fulfill those schedules to the very best of their ability. They constantly concern themselves with achieving the goals they and their governors and international leaders have set and never let up until their administrative years have ended. Then they spend the next year as a senior adviser to their successor -- ready to help in any way they can but never questioning the authority of the new International President. Then if accepted by their fellow Past Presidents (and thus far they always have been) -- they become members for life of the Committee of Past International Presidents.

By now you are beginning to suspect that I have great respect for the men we are honoring here today. I also have a great deal of personal affection for them, having welcomed eight of them as Governors-elect; having served on a daily basis with nine of them as International Secretary; and, for the eight years of my

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retirement, having watched the others maintain the high standards of service set by all of these peerless leaders. I know now that, when our last living founder said that the greatest accomplishment of Kiwanis during its first fifty years was "the development of leadership," he was referring to those who have served as our leaders in all areas of the K Family -- in Key Club, Circle K and, in Kiwanis itself, at the club, division, district, and International level. Their records of service have demonstrated the importance of leadership, but only those whom we honor today have served at all Kiwanis levels.

I would like to close this brief tribute to our Past International Presidents with my favorite quote from Ralph Waldo Emerson, who certainly described them for us when he said: "Our chief want in life is somebody who shall make us do what we can. This is the service of a friend. With him we are easily great. There is a sublime attraction in him to whatever virtue is in us."

Certainly the men who served with these Past Presidents as members of their class of Governors and their leadership team will agree that they made them "do what they can. With them they were easily great," as they chalked up new records of growth and public service. It is equally certain that those of us who were members of the Kiwanis International staff were inspired by these International Presidents to do everything in our power to help them achieve their excellent goals. There is indeed "a sublime attraction in each of them to whatever virtue is in each of us."

Gentlemen, we are forever indebted to you for leading us through the years, and all here want you to know that you will always be held in the highest regard by Kiwanians everywhere. We thank you, and wish you the very best of health and happiness for many years to come!

## KIWANIS INTERNATIONAL COUNCIL

### ADDRESS OF CIRCLE K INTERNATIONAL PRESIDENT

WENDY L. SCHRICK

President Noris, distinguished members of Kiwanis International and guests, thank you. It is both an honor and a privilege to address you this afternoon on behalf of Circle K International.

In the 1989-1990 Kiwanis International Major Emphasis Program, President Noris asks Kiwanians to encourage excellence in clubs, districts, communities and nations. Excellence is a word utilized quite often in everyday conversations on college campuses, in the working world, in grammar and high schools. It is something for which we strive. It is synonymous with such terms as success, first-class, superb, topnotch and great. Excellence can be achieved in Kiwanis and in Circle K. I would like to share with you a Statement of Intention on Excellence developed by John Grenzebach and Associates, Incorporated. It has been adapted to fit the context of our organizations.

Excellence is never an accident. It is achieved in a club only as a result of an unrelenting and vigorous insistence on the highest standards of performance. It requires an unswerving expectancy of quality from the members.

Excellence is contagious. It infects and affects everyone in the organization. It charts the direction of programs. It establishes the criteria for planning. It provides zest and vitality to the organization. Once achieved, excellence has a talent for permeating every aspect of the life of the club.

Excellence demands commitment and a tenacious dedication from the leadership of the club. Once it is accepted and expected, it must be nourished and continually reviewed and renewed. It is a never-ending process of learning and growing. It requires a spirit of motivation and boundless energy. It is always the result of a creatively conceived and precisely planned effort.

Excellence inspires; it electrifies. It potentializes every phase of the club's life. It unleashes an impact which influences every program, every activity, every committee, every member. To instill it in a club is difficult; to sustain it, even more so. It demands adaptability, imagination and vigor. But most of all, it requires from the leadership a constant state of self-discovery and discipline. Excellence is a club's life-line. It is the most compelling answer to apathy and inertia. It energizes a stimulating and pulsating force. Once it becomes the expected standard of performance, it develops a fiercely driving and motivating philosophy of operation. Excellence is a state of mind put into action. It is a road-map to success. When a climate of excellence exists, all things come easier.

Excellence in a club is important...because it is everything.

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As I look around this room, I see many individuals I have never met. But, I am willing to bet that you have committed yourselves to excel as members and officers within your clubs, districts, and International organization, and to excel as members of society. You are providing much-needed credibility to involvement in service organizations. You are proof that being involved in Kiwanis International does not mean that one must compromise values, dedication and a commitment to excellence.

I would like to tell you that you are not alone in your commitment to excellence. Many progressive and exciting challenges lie in the future for Circle K International. More students are interested in joining, programs are being improved and implemented, and our members have a better understanding of the purpose and ideals of Circle K International. More than 10,000 members of Circle K International are also standing up for their values, dedication and commitment to excellence!

Circle K International is experiencing a membership increase. There was a three-hundred member increase over the 1987-1988 year, and in 1988-1989 forty new clubs have been built. I am optimistic that this trend will continue and that those numbers will be surpassed as we move into the 90s. The membership increase has occurred through the priorities established by our clubs, districts and international organization. We are ensuring that growth and development of our membership remains a priority and that the implementation of programs and policies work favorably toward enhancing Circle K International as a whole.

At the 34th Annual Convention in Cincinnati, Ohio, the 1989-1991 theme and emphasis program was unveiled. "Invest in Our Future" is a three-fold program designed to offer our membership the opportunity to develop human potential, promote positive lifestyles, and confront issues.

Through the development of human potential, Circle K'ers can reach out not only to our peers but also to grammar and high school students, the mentally or physically challenged, and others. The goal is to help all people, ourselves included, achieve the potential within themselves. This potential could be academic, artistic, or the ability to overcome life's stumbling blocks.

Promoting positive lifestyles gives members of Circle K the opportunity to take a stand and affect the lives of those around us by being positive role models. Promoting good mental and physical health, and freedom from drugs and alcohol are examples of how Circle K'ers can address the major health considerations facing this and future generations.

Confronting issues challenges Circle K'ers to address the major issues and problems facing our world; homelessness, hunger, crime and pollution.

Together, these aspects of "Invest in Our Future" embody Circle K's ability to positively influence those in our society and it coincides with the objectives of "Encourage Excellence," the 1989-1990 Major Emphasis Program of Kiwanis International. It also relates to the objectives set forth in the 1989-1990 Major Emphasis Program of Key Club International, "Develop Within, Share Without." The common areas of emphasis in the three programs strengthen our K-Family's unique qualities of developing others and building the spirit of altruism.

Realizing the importance, potential and strength of our parent organization, Kiwanis International, and the relationship with our sister organization, Key Club International, Circle K International is committed to furthering the shared vision for excellence within the K-Family. Through programs like K-C-squared - Kiwanis Career Contacts and Key-To-College, Circle K is demonstrating this commitment. But, perhaps the greatest area for the shared vision of excellence comes in our day-to-day contact with Kiwanians who serve as advisors or sponsors for our clubs and districts. College students need role models who exhibit a pride and dedication to serving others. They need to be with women and men who believe in the Kiwanis objects. They need the contact with Kiwanians who would be investing in their future...their future as the leaders of tomorrow...their future as Kiwanians dedicated to helping others.

As I mentioned earlier, Circle K is growing, and not only within the seven existing countries. We have recently chartered three affiliate clubs in Columbia, South America, thus we are growing internationally as well. This expansion is, again, an illustration of the need and desire to provide the vision of Circle K to college students throughout the world.

Two weeks ago, the members of the 1989-1990 Circle K International Board of Trustees were here in Indianapolis for a week of intense training and preparation for this year. During the training, we reviewed written and visual materials. We met members of the Kiwanis International staff. We discussed the vision and objects of Kiwanis International and how they relate to Circle K International. We do have shared principles, common concerns and comparable goals. These are evident when you examine the objects of Kiwanis International.

First, to give primacy to the human and spiritual, rather than to the material values of life. -- As do Kiwanians, Circle K'ers stress the importance of sharing themselves and their talents through selected service and leadership projects.

Second, to encourage the daily living of the Golden Rule in all human relationships. -- The very nature of Circle K instills an altruistic ideology, not often expressed on college campuses today.

Third, to promote the adoption and the application of higher social, business and professional standards. -- Through our implementation of minimum membership requirements, Circle K International has established a standard for excellence for our members in order to find those who are willing to work for the enhancement of our organization.

Fourth, to develop by precept and example, a more intelligent, aggressive and serviceable citizenship. -- The programs and materials offered through CKI enable the members to understand their roles, their commitment to service and actively encourages them to recruit new members. Circle K also promotes their involvement in the community and on campus.

Fifth, to provide through Kiwanis clubs, a practical means to form enduring friendships, to render altruistic service and to build better communities. Circle K International also provides, through its clubs, opportunities for fellowship, service to others, and personal and leadership development.

And sixth, to cooperate in creating and maintaining that sound public opinion and high idealism which make possible the increase of righteousness, justice, patriotism and goodwill. Circle K'ers are tomorrow's leaders. Through encouraging these concepts in working with members of Circle K, you, Kiwanis International **are investing in your future.**

I would like to quote from the "Encourage Excellence" program guide. "Every Kiwanis club is urged to support Encourage Excellence by implementing a new project that develops decision-making and leadership skills in youth." Circle K International is **not** a new project, but it is one exciting way to support the Kiwanis International Major Emphasis Program. Circle K **needs** Kiwanis. Kiwanis **needs** Circle K because we can be the future leaders in Kiwanis. We are emphasizing more than ever the importance of this relationship, and I challenge you to make every effort to foster this unique relationship within your clubs, districts and Kiwanis International.

We must reaffirm our commitments to each other -- appreciate the accomplishments of each other to strengthen our K-Family spirit. I know this commitment is possible because there is so much energy and potential right here in this room. As Ralph Waldo Emerson said, "What lies behind us and what lies before us are tiny matters compared to what lies within us."

We **must** commit ourselves to each other; we can discover the true underlying beauty within each of us. For, when we commit ourselves to excellence in all we do -- whether in Kiwanis or Circle K -- we will reap the rewards. There is much love, hope and promise within the members of the K-Family. Remember to spread your enthusiasm for excellence to other members of the K-Family.

I leave you with this thought by Kele Daniels --

In your moment of success -- I wish for you -- a greater mountain to climb, a wider sea to sail, a more profound challenge to meet -- for it has been -- the journey to the summit, the reaching for distant shores, the tenacity to answer the call -- that has made you -- the most special person you are today.

I wish you continued success as you encourage excellence!



## KIWANIS INTERNATIONAL COUNCIL

FRIDAY, OCTOBER 6, 1989

### ADDRESS OF MICHAEL BROOME

It is an honor to speak before the leaders of Kiwanis. This afternoon we will briefly discuss the importance of maintaining an affirmative attitude and the importance of service. I know in some sense that I will be "preaching to the choir" because you already exemplify the ideals about which I will be talking or you wouldn't be here. According to Maxwell Ball, the main thing which depresses people is their looks. I want you to turn to the person beside you and say, "You are the best looking thing I have ever seen." And now I'd like you to turn back to that individual and say, "I was just kidding."

Think about this: If you become depressed about the way you look, there are a lot of advantages to being ugly. If a woman marries a handsome man, she is taking a big risk because a good-looking man is liable to leave her. If a man marries a beautiful woman, he is taking a big risk because a beautiful woman is liable to leave him. That's why we should only marry an ugly person. An ugly person might leave you, but who cares?

A couple was dating, and the young man was depressed because he had a bad case of smelly feet. He used a pair of odor eaters a week. His feet smelled so bad that when he took a bath, he kept his shoes on! The woman he was dating was depressed because she had a horrible case of halitosis. She had to use very strong mouth wash. Her biggest fear was that he would discover her bad breath, and his biggest fear was that she would discover his horrible case of smelly feet. Time passed. They fell in love, and they were engaged to be married. The day of their wedding arrived. The women decided that on the night of their honeymoon, she would inform him of her terminal case of bad breath before things went any farther. Their honeymoon arrived, and he picked her up into his arms to carry her across the threshold. She looked into his eyes and breathed into his face. She said, "My darling, there is a secret I feel I must tell you." He replied, "You don't have to say a word. I already know -- you ate my socks." I am not sure that there is a point to this story. But if there is, it is the basic premise that there are certain things about ourselves which we cannot control. More often, aspects of our physical nature fall into that category. One thing about ourselves that we can control -- in fact, it's probably the only thing over which God gave us complete mastery, happens to be our faults. Either we choose to like ourselves, or we choose not to. We choose to look either on the positive or negative side of life. We choose to look for the best in other people, or we choose to look at the worst. Most people live their lives in such a way that they are happy if everything is going well. But the minute that something goes wrong, their attitude reverses, as though in the midst of a storm. It is a storm of their own making, and that is a horrible way to live. Our joy is dependent upon situations beyond our control.

Probably one of the greatest lies people tell themselves is that they are "going to start" enjoying their lives or "do more work tomorrow." Happiness always seems to be some holistic dream that is "just around the bend." We are only going to live for a short time. For that reason alone, we should never forget the words of wise mortician who said, "The size of your funeral will be determined by the weather."

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Recognizing that I, too, will die, I personally do not believe in life insurance because when I die, I want it to be a real tragedy. We are only here for a short time and because of that, it is imperative that we approach our lives from an affirmative perspective. U.S. President Theodore Roosevelt said this: "Life is a joy for those whose hearts mend." He didn't say, "It was a joy for the lucky, people at the right place at the right time." Ralph Waldo Emerson said, "Good mental health results in the ability to see good in bad situations." I am not suggesting that we live our lives in blind optimism.

My wife and I were recently devastated. We have been trying to have children for years. The doctors finally told us that we couldn't have children. At first, we became depressed. Then we decided to act on the only positive alternative we have, and that is adoption. Now we are excited about the possibility of adopting. If anyone knows a child who needs to be adopted, please let me know. My wife so wants an infant. I want to get one who is old enough to mow the grass!

Each day, either consciously or unconsciously, we make the decision to take mastery over our thoughts. Most of the people in mental institutions are there because they stopped exercising control over their thoughts. I spoke recently to a group of mental patients. At the end of my talk, one of the patients said, "We enjoyed you so much more than the other people who come here to talk to us." I asked her why. She replied, "Because you think just like we do."

We live in an age of neuroses. There is more stress than at any other time in the world's history. And yet, too many people become obsessed with themselves. Their entire lives evolve around self gratification. If we live our lives totally for ourselves, we live by ourselves. We would be too miserable for anyone to want to associate with us. Several years ago at the Special Olympics, handicapped finalists gathered at the starting line. When the gun was fired, the handicapped children began to run with all their hearts. The crowd was shouting, and the children were running. Suddenly, one of the children fell forward on his face, and a hush fell over the crowd because another child stopped running, then another, and another. They reached down and picked up the fallen child. Their minds and bodies may have been handicapped, but it was obvious that their hearts were not because they knew the way to win was to give.

I will not say anything this afternoon so brilliant and profound that you will always remember it. I will not say anything you don't already know. Success in any area of our lives is not the result of some brilliant concept. More often than not, it is the result of the application of simple ideas we already know. The most simple idea I know which will pay dividends in our personal, professional, and civic lives is that as we give, so shall we receive. The simplest solution to overcome anxiety and depression in our lives is to do something for someone else. If you really want to feel good, do something for someone else, and keep it between you and the good Lord. It doesn't have to be a magnificent thing. Pick up the telephone, call the operator, and offer to look up a number for her! The most negative, miserable persons you know usually have their entire thought processes revolving around themselves. The happiest, most joyful persons you know have at the center of that joy the pleasure they receive from serving others.

It has been my privilege to work in many communities. Amazingly, the people I meet who really seem to be the heroes of their communities aren't necessarily the wealthy or political leaders, but, instead, the community and civic leaders, such as those of you here today, those who become involved and try to make an impact.

Eddie Rickenbacker was a famous American World War I fighter pilot who shot down more planes than any other American fighter pilot. Several years after World War I, he wanted to attend an Ohio State football game. He called the coach's office. The coach was gone, but the phone was answered by a young water boy by the name of Bill Addie. Rickenbacker told him he wanted to come to the game but couldn't get any tickets. Bill said, "Well, sir, if you like, you can come and sit on the fifty yard line with me." Rickenbacker agreed. What amazed this young boy more than anything else was that throughout the course of the game, Rickenbacker lost interest in the game. He began to talk to Bill about himself, his interests, his hobbies, dating, sports. Bill couldn't believe it. Here he was in the presence of one of the great Americans, and he took an interest in Bill. Near the end of the game, Rickenbacker asked him if he had any plans after school. Bill replied, "No sir, I don't." Rickenbacker said, "A sharp, perceptive young man such as yourself should take up flying. You would be a great pilot." Years later, in 1942, during the middle of World War II, newspaper headlines across the nation carried the message that great Eddie Rickenbacker's plane had gone down at sea. Every available Navy and Air Force plane and ship was extended in search of Rickenbacker. For twenty-one days the search continued. At the end of that twenty-first day, the newspaper carried a different message -- that the search was being given up. Surely, after twenty-one days in the ocean with nothing but a life raft, Rickenbacker's party would have perished. The day the order was given to stop the search, a pilot was flying an amphibious plane, equipped with pontoons. On the last part of his search, the pilot noticed a raft down in the ocean. Since his plane was amphibious, he landed it on the water and taxied up to the raft. The raft contained Rickenbacker and his crew, with all nearly dehydrated. Then Eddie Rickenbacker weakly extended his hand out and shook the hand of Bill Addie, the same boy that years earlier he had encouraged to become a flyer.

Those people who seem to get the most out of life are those who choose to be the givers. They give open encouragement to all around them.

I hate Girl Scout cookies more than nearly anything. Let me tell you why. When I was a child, I was under the mistaken impression that if I bought their cookies, one of the Girl Scouts would let me kiss her. Of course, it never happened. They took my money and ran. To this day, I carry part of that lingering memory. Recently, the Girl Scouts were going door-to-door in my neighborhood. A friend of mine asked whether I was going to buy some cookies when the Scouts came to my door. I replied that I was not. A few minutes later, I heard a knock at the door, and I opened it. There stood a Girl Scout. I asked her what she wanted. She told me she was selling Girl Scout cookies. I said I didn't want any. She looked at me and said, "Aren't you Michael Broome?" I said, "Yes, I am Michael Broome. So what? I don't want your cookies." She asked, "Aren't you the Michael Broome who came to our school and talked to

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the kids? We thought you were wonderful!" I said, "Come inside." I have about five thousand cookies at home now. She gave me encouragement. Every day, we have the opportunity to do that for the people around us - to encourage others.

Each one of us is like a rock that has been thrown in a pond, and the ripples reach out and touch the shore. Those ripples are either positive or negative, depending upon our attitudes. Today, it is vitally important to rise in the morning, go to work, and interact with one's associates in a positive fashion. It will be difficult to go into the community and consistently bring about positive change. It will be particularly difficult if one's own environment has become negative and stressful. There is probably more stress in families of today than at any other time in history. Two simple statements can do more to reduce conflict in homes than any others. Learn to say, "I am sorry," and "I love you." A day doesn't pass in which my wife doesn't tell me, "I am sorry I love you!"

Did you ever notice that sometimes you become irritated over things at home that are minor and ridiculous? The most frustrating thing for me in marriage was learning to sleep with my wife. I sleep on the right side of the bed. She sleeps on the left side of the middle, and on as much of my side as she can steal! She places her elbow on my side, her knee on my side, her foot on my side. She leaves all the good things on her side of the bed. We found a different solution to this problem. We thought about buying two beds, but that wouldn't be very romantic. One night, I had an idea. I said, "Since you are always trying to take my side of the bed, why don't we change sides? I will sleep on the left side and you sleep on the right." That way I was hoping that as soon as she fell asleep, she would fall off the bed. But, unfortunately, as soon as she went to sleep, she assumed her usual policy of territorial aggression. Then, as I was lying there with her finger in my eye, a solution came to me that would assure she would never trespass on my side of the bed. The idea was, simply, for me to become a bed wetter. Unfortunately, she bought an electric blanket! I had to learn the simple fact that I loved this woman more than anything else in the world. People in our lives are not perfect and never will be. The more we can do to appreciate those aspects of their nature that we love, admire, and cherish instead of always criticizing or fault-finding, the more successful we will be. I am convinced that there is a direct correlation between healthy work environments, healthy home environments, and healthy communities, and the amount of laughter occurring. Laughter is healthy. When we laugh, it increases our red-blood cell count. The tears of laughter are of different chemical composition than those of crying. Laughter is literally one of the healthiest things we can do for ourselves, second to making love to our spouses. Notice I said, "spouses." Adulterous affairs increase anxiety, which can manifest themselves into ill health. So if you really want to be healthy, laugh when you make love to your spouse! My wife and I believe in laughter. We got married. In church, we said the traditional vows, and we added a few of our own. I promised my wife not a day would go by that I wouldn't make her laugh. If you are to improve communications in Kiwanis, inject more humor. I think any objective psychologist, or sociologist would have to admit that there is an amazing correlation between those people who seem to handle successfully the stress and struggles of their lives, those who are very service oriented, and those

who wholeheartedly seek God's will in life. Coming from the South, I am a Southern Baptist. When I was a child, there was a small Catholic church across from our little Baptist church. After Sunday School, the Catholic boys would gather across the street, and the Baptist boys would assemble on the other side of the street. We would throw rocks at each other, call each other names, and criticize each other's churches. We thought it was all a part of being a good Christian. Now that I am mature in my faith, I don't hold anything against Catholics. We Southern Baptists say that wherever you find four Catholics, you'll find a fifth! Of course, we Southern Baptists do not drink, at least not in front of each other.

Some people develop just enough religion to hate. They develop just enough religion to judge, but not about faith alone. I heard a story of a Jewish woman who was trying to go to a small town, and a snow storm came. She drove into a motel, walked up to the clerk and said, "I would like a room." The clerk asked, "Can I have your name?" She replied, "My name is Ruth Goldberg." He said, "I am sorry. We don't have any rooms." Ruth said, "The sign out front says vacancies." He stated, "We don't have any rooms for you. You are Jewish." She replied, "Oh, but I have been converted." He said, "Then let me ask you a few questions. Who is Jesus Christ?" She said, "He is the son of God." He asked, "Can you tell me anything else?" She said, "Yes, he was born of the Virgin Mary." He asked, "Anything else?" She said, "Yes, he was born in a manger because someone like you wouldn't give a Jewish lady a room."

The fact is that God made us so that we are the only creatures on earth who can laugh. Laughter is the music of our souls. Ours is a wonderful definition of humor. Think about this as it applies to an irritating situation at work, at home, or maybe something irritating that happens in your club. The definition is this: Irritation plus time equals humor. Talk about something irritating that happened at work or home when some time has passed, and you can laugh about it. Wouldn't it be wonderful if we could learn to laugh at those situations as they occur, instead of having to wait a day, a week, or a month before we can appreciate them? I wrote a poem I would like to read for you now. Before I read it, will everyone please raise their hand and extend your index finger? Please raise it up in the air. Now stick it in your ear. The reason I do this is that I want to be sure that this poem I am about to read doesn't go in one ear and out the other! Listen very carefully, and I think you will see this poem describes the situation in too many families.

Gather around, friends. I am going to tell no lie  
about one family that nearly did die.  
A couple got married back in '68  
and declared their love was true before the magistrate.  
He said, "I do." and she said, "OK."  
So began the trouble on their wedding day.  
That very night in the honeymoon suite  
there was trouble again when they started to compete.  
They argued over money and they argued over power  
and even argued over who will get to take the first shower.  
"My rights, my rights!" each one yelled.  
I'll do my thing and you can go to...  
Well, time went by and things got worse.

(over)



And along with a shovel that dug into her purse.  
With two new cars and a mortgage to pay,  
they kept up with the Joneses in every way.  
No time for PTA. No time for any fun.  
Dad worked all the time. His job kept him on the run.  
Mom was concerned about me, me, me.  
Which results in D I V O R C E.  
One morning while sitting at the breakfast table  
as a parent, Dad said, "I not able,  
so if you don't mind I'll move out of the house  
and start a new life with a younger spouse."  
Kids started crying and mom in shock,  
She chased him outside and mashed his head with a rock.  
Then the ambulance came and pronounced him dead.  
The police arrested mom and her rights were read.  
So they put her in the squad car to haul her off to jail.  
The kids started screaming and the baby did wail.  
"Orphans, orphans is what we will be  
if we don't ask God for a little mercy."  
So they got on their knees and they all began to pray.  
It turned out to be an amazing day.  
A bolt of lighting shot out of the blue  
and struck their daddy on the shoe.  
Out of the ambulance he did jump.  
The police felt his head and couldn't find a lump.  
Since they had no case, Mom was released.  
Dad took her in his arms and they made peace.  
The moral of the story you can see,  
is to make your family your first priority.  
From the mouths of babes comes the wisdom of the ages  
to help you through life's difficult stages.  
And remember: no job, no position, no status, or right  
are worth more than children who are precious in His sight.

I particularly want to commend Kiwanis because of the work you do with Key Clubs. Some of my work is committed to having summer camps. The young people from some of the Key Clubs are our very best students. I owe a tremendous debt to a former Kiwanis governor, H.C. Evans from the Carolinas District. Any of you who remember him know what a tremendous man he was. He was very very helpful to me some years ago when I first went into this profession. He went out of his way to really help me get started in public speaking. He scheduled me to address different Kiwanis clubs. He obtained a number of speaking engagements for me at colleges. He urged me to join an association called the National Speakers' Association. He brought me into his college every summer, and three or four times throughout the year as well, and I talked to the young people. This man had no obligation to do that. Anyone who has been to Banner Elk, North Carolina and mentions H.C. Evans will see a smile break on people's faces. He was a man who knew how to give. He was loved and still is loved by people in the Carolinas who remember him. I think he exemplified the very best of the ideals of this organization.

Let me tell you a story of a missionary who, after spending forty years of his life in the villages of Africa, decided it was time to retire. He was

taking a cruise ship home, and as he crossed the Atlantic, the old man's thoughts turned back to the forty years during which he had dedicated his life to people. Then his thoughts raced ahead. He thought of the homecoming that awaited him. As the ship pulled into port, he looked out the port windows and there was a large grandstand with a giant sign saying, "Welcome Home." The old missionary stepped off the ship onto the dock, awaiting the ovation of the crowd. Suddenly his heart sank because he realized that these people were not gathered to pay tribute to him for dedicating his life to his fellow man. They were there to pay tribute to a movie star who was on the same ship. He sat there anxiously, for no one had shown up to welcome him. After the crowds disbursed, the old man was left standing alone. He looked up to the heavens, and said, "Oh, God, after giving forty years of my life to my fellow man, was it too much to ask to have just one person here to welcome me when I came home?" Suddenly a voice from heaven whispered in the old man's ears, "You're not home yet. When you come home to me, you will be welcomed."

It is up to each of you to accept the message in that story. As we look around our communities, one thing none of us can deny is that those who seem to get the most out of life are those who choose to be the givers.

I must tell you one final story. It happened at the Atlanta Airport. I was waiting for a plane that was late. A man was beside me in a wheelchair. He had no legs. There was a group of youngsters nearby who ranged in ages from three up to ten. All were with their parents. Everybody was angry and irritated because of having to wait for the late plane. We all realize how frustrated people can become when waiting in an airport. This was true of everyone except the man in the wheelchair. He took out a deck of cards, and for over an hour he mesmerized the children. He told them jokes and stories and performed magic tricks for them. He became as entertaining for the adults as for the children. Finally, the plane arrived. The children said their good-byes to the man and left with their parents. Again, the man was seated alone. I walked over to him and said, "You have an incredible rapport with children." He replied, "I appreciate that. I don't have any children of my own, and I like to take advantage of any opportunities I have when I am around them." I said, "If you don't mind me saying so, I think the reason the kids loved you so much is that you seem to exude a sense of optimism, a real zest for living. And children love to be with happy adults. Your attitude is especially impressive considering your situation." He smiled and said, "What situation is that?" A bit embarrassed, I didn't know what to say. I said, "I see you lost your legs." He said, "Yes, I lost my legs in Vietnam." I said, "Oh, I would like to apologize to you for the way a lot of people treated Vietnam veterans. They didn't give you the respect you deserved for the commitment you made. And I would like to thank you because it is obvious that you made the ultimate sacrifice." His reply to this is very simple, yet is the most moving thing I have ever heard. He looked at me and said, "No, I didn't make the ultimate sacrifice. I had friends who gave up their lives. They made the ultimate sacrifice. All I did was make a donation." Suddenly, I felt my eyes water, and I looked into the sky. He was sitting there with nothing but nubs for legs. He had every reason in the world to become bitter, cynical, and full of self-pity and depression. He knew the value of the freedoms for which he fought. But I think the real secret of his joy was found there in the airport.

(over)

While the rest of us were feeling sorry for ourselves because we had to wait for a late plane, he took advantage of the moment to entertain some children, to do something for someone else. Each one of us in this room is a multimillionaire. If you don't believe it, how many of you would take a million dollars for your legs? A million dollars for your ability to see? A million dollars for your ability to hear the laughter of your children or of your grandchildren? A million dollars for the ability to talk, to say to those closest to you how much you love them? A million dollars for your family? A million dollars for the freedoms that our nations share? So, you see, sometimes it is difficult to justify the dissatisfaction we have of ourselves and the situations in our lives. Truly, we are blessed. Perhaps you share the greatest blessing of all - the understanding of the reason you are involved in Kiwanis -- the opportunity to impact positively on the lives of others.

The Bible teaches that the wisest man was King Solomon, who said, "What we think in our hearts, so shall we be."

I wish you continued success. God Bless You.





## ADDRESS

1989 KIWANIS INTERNATIONAL COUNCIL MEETING

ROGER WOODS, PRESIDENT

KEY CLUB INTERNATIONAL

OCTOBER 7, 1989

It is indeed a privilege to meet with the leaders of Kiwanis International, a privilege for which I am most grateful. This meeting provides the opportunity for me to learn more about Kiwanis, and hopefully the opportunity for you to learn more about Key Club. It also provides a chance to inform Kiwanis leadership of the state of Key Club International and of the progress of its major programs.

I could not stand before you today to boast of the success of the Key Club Program without recognizing those who make the organization's existence possible. From its inception 64 years ago by two dedicated Kiwanians meeting with Sacramento school administrators to the present, Key Club has thrived as a result of Kiwanis support, direction and leadership. Hundreds of thousands of people can witness to benefits of their involvement in Key Club. You, as Kiwanians, have our deepest appreciation for all that your organization has done on behalf of Key Club.

Each year Key Club holds its International Convention, this year's being in Orlando, Florida. At convention we elect the International officers who are now hard at work for our organization. At this year's convention we were privileged to have President Noris Lusche in attendance and bring greetings from Kiwanis. President Noris, we thank you for your support to Key Club.

This year, as in every year, we are honored to have a Kiwanis International Trustee serve as counselor and Kiwanis liaison to the Key Club International Board. We are very grateful for the opportunity to work with Trustee Art Swanberg, and we thank him for his advice and counsel and look forward to a great year together.

Another Kiwanis family member who has been a constant source of encouragement and financial support to Key Club is the Kiwanis Foundation. Each year approximately 90 Key Club leaders converge on Valley Forge, Pennsylvania to attend the Valley Forge Freedom's Foundation Leadership Seminar. With the Foundation's support all Key Club Districts are given the opportunity to participate. This seminar provides an experience which the Key Club International Board, District Governors, and future leadership gather to exchange ideas, to inspire, and to motivate. I have attended this seminar three times, my first when I served as a Lieutenant Governor from the Southwest District. There I first met Noris Lusche, then the Key Club International Board Counselor. Noris has influenced me throughout my Key Club career. The Foundation provides funding for several scholarships, the Regional Training Conferences for District Governors and Administrators, and on alternate years for the production of the Key Club International Theme and Major Emphasis Program. Key Club recognizes and are extremely grateful to the Kiwanis Foundation for this support.

(over)

Every year thousands of teenagers are touched by the Key Club experience, but many throughout the world have not been able to be a part of this caring organization. Last year's Key Club International Board introduced a plan to reach these people. **Project 2000** is a growth plan for Key Club International designed to provide by the year 2000, the experience of Key Club to 200,000 high school students. This plan directly involves each level of Key Club International -- the club, division, and District.

For years the growth of Key Club International could be related to running up a landslide. We built clubs every year, but many clubs in turn were becoming inactive, and eventually lost to suspension and revocation. **Project 2000** combats this problem by stressing net growth by the building of new clubs as well as the reactivation of weak and inactive clubs. We ask you to take an active interest in Key Club this year both in building new clubs and in strengthening the weak ones. The clubs are asked to achieve a net growth of either one, two or three members depending on current club size. Each club needs to replace those members lost to graduation in order to achieve net growth. For this growth plan to succeed we vitally need the Kiwanis support.

Many teenagers are confused about themselves and about who they are as a person. To grow as an individual, a person needs to possess self-confidence and exercise his/her potential. Once an individual feels good about themselves, they become examples to those around them.

The 1989-90 Key Club International Theme and Major Emphasis Program, **"Develop Within...Share Throughout"** challenges each of us to discover our own talents and abilities and to develop those talents and abilities to serve others. By promoting individuality, leadership, citizenship and service, Key Clubbers and Kiwanians hope to create a positive impact on teenagers today. Kiwanians can serve as role models and as someone to look up to. We ask that Kiwanians reach out to those teenagers who need to develop self-confidence. While providing opportunities and challenges to Key Clubbers, Kiwanis has developed many uncertain teenagers into confident young adults ready to tackle the world. This year we ask that you go that extra mile to help someone **"Develop Within...Share Throughout"**.

In physics recently I learned important lessons that I feel can be applied to real life. One of those is that when an object is thrown into the air it returns to the hand with the same speed as which it left. Many people and organizations treat their problems much like the object thrown into the air. Once thrown the object disappears from sight and is temporarily forgotten. But not too much later the problem returns with the same force with which it was thrown. In 1925 Kiwanis chose not to "toss up" the problem of teenage gangs, and hope the problem would go away. Instead, Kiwanis took hold of that problem and ran with it, making Key Club the great organization it is today.

With almost 3800 clubs in 13 countries touching the lives of 130,000 high schoolers, Key Club is strong and thriving -- serving schools and communities with over 6 million hours of service. These teenagers have made a commitment to make caring their way of life.

You, as leaders in Kiwanis International, have the opportunity to work with these committed teenagers. I ask that in your district, you strive for the Project Kick Award by promoting, building, reactivating, and strengthening the Key Clubs. Encourage personal contact between the Kiwanis Club and the Key Club. Coordinate activities with other members of the K-Family. Encourage K-Family interaction. Perhaps the most important traits that distinguishes Kiwanis from other service organizations is Kiwanis's commitment to sponsored youth programs and the unity of the K-Family.

This year Key Club International celebrates with Kiwanis on your 75th anniversary. We are encouraging the our clubs to make this a year of increased Kiwanis-Key Club interaction. We look forward to our 75th anniversary in the year 2000, where we also hope to celebrate the reaching of our goals set in **Project 2000, A Decade of Growth.**

George Bernard Shaw once said, "Some men see things as they are and say 'Why?' Some dream things that never were, and say, 'Why not?'" Kiwanis said "Why not?" and provided service to communities and nations for 75 years. Kiwanis said "Why not?" and parented Key Club, which has since then grown to touch hundreds of thousands. I know that thousands of Key Clubbers have said "Why not?" and plan to have the best year ever, and, by working with Kiwanis, I know they will successfully **"Encourage Excellence."**

THANK YOU!

THE END

MESSAGE OF NORIS A. LUSCHE  
INTERNATIONAL PRESIDENT  
KIWANIS INTERNATIONAL COUNCIL MEETING

Saturday, October 7, 1989

With this meeting of the International Council, we begin a very special Kiwanis year -- our 75th.

A wise old speaker once told me that the time to stop speaking was when you could no longer see the whites of your audience's eyes -- because that meant their eyes were closed. I'll be watching you closely tonight. If I see heads begin to nod, I won't assume that you are merely agreeing with what I am saying.

I want to begin by thanking each of you for being here, for giving your time and talents so generously to Kiwanis, for everything you have done to serve Kiwanis in the past and for all you will do to serve Kiwanis during this, our leadership year.

It may be an accident of history, but it is a tremendous privilege for this 1989-90 team of district and International officers to lead Kiwanis during this 75th anniversary year. Yes, a privilege, an honor...but most of all, an awesome responsibility.

As we lead the way into Kiwanis' fourth quarter-century, what will Kiwanis history say of us? It is my hope, and my plan, that the history of Kiwanis will record this year as a year worthy of our 75th anniversary -- a year of outstanding growth in community service and membership, a year of renewed dedication to our six Permanent Objects, and a year of excellence in our leadership of Kiwanis and our service to children and youth.

Jeannie and I couldn't be more excited about the twelve months that lay ahead. What a challenge...and what a joy! We are looking forward to working with each of you, and you can count on us to do our utmost to make this year a success. I know that I can count on each of you to stretch yourself to the very limits of your abilities to make this a great year for our clubs, our districts, and for Kiwanis around the world.

I believe we Kiwanians tend to underestimate our capabilities. We simply do not recognize how much we are really capable of doing. I believe that we have many great things yet to achieve, and I hope to spark your enthusiasm for all those great things that lie ahead of us.

Our job as Kiwanis leaders is to make a difference. There is a four-word formula for success that applies equally well to individuals and to organizations such as Kiwanis. This formula for success is, "Make yourself more useful." In Kiwanis it is not so much our "ability" as our "usability" that will make a difference. As a Kiwanis leader, you will have many opportunities to be that one person who can make a big difference this year.

(over)

At this very moment, Kiwanis has momentum. I don't want to say another word before I acknowledge and thank last year's outstanding leadership team for handing on to us a Kiwanis that is growing and moving ahead. If Kiwanis has momentum today, it's thanks to the many dedicated Kiwanians who helped to give it a push during past administrative years. We owe them a tremendous debt of gratitude. During this, our 75th anniversary year, the very least we must do is to keep alive the kind of effort that brought us to the high level of progress and growth we enjoy today.

We are accepting leadership of a Kiwanis with momentum. But momentum can vanish quickly. This is why I have stressed the importance of starting the year at top speed in the vital area of growth. Two years ago, President Tony Kaiser's team adopted some new and aggressive approaches to growth and achieved dramatic success. Last year, President Gene Overholt's team followed through and delivered another great year.

Our challenge is not just to match these successes -- but to surpass them! We will achieve the goal of one new club in each division, worldwide, if we identify our district achievers, get everyone working together on the same plan and goal, and start at top speed on "Day One." When Kiwanians from around the world meet in Detroit on January 21 for our 75th anniversary celebration, I hope we can proudly announce the organization of more new clubs on that date than in any past administrative year.

Once the critical new club building effort is firmly established, we can then begin working with our lieutenant governors and club presidents on building up the membership of clubs that are below charter strength and adding members to our thousands of healthy, active clubs.

In all these efforts, the District Governor is the key man. Your leadership sets the pace, you keep everyone focused on the goal, you provide the all-important daily encouragement and motivation that keeps everyone working hard until the job is done.

I'm confident we can achieve our membership goals. We have many helping hands, many Kiwanians who are capable of achieving more than they ever dreamed they could. Our challenge is to inspire and guide all these Kiwanians to strive in a united and effective way to keep Kiwanis moving ahead to new heights.

In this 75th anniversary year, our leadership role is more than a responsibility; it is a trust inherited from all the Kiwanians who have served before us. In 1915, Kiwanis' founders could not have imagined the tremendous opportunity they were creating for the millions of business and professional men and women who would belong to Kiwanis in the next seven and a half decades. Nor could they have imagined the tremendous good Kiwanis would accomplish for communities throughout the world.

Today, it is generally accepted that ordinary business and professional people should volunteer their time and energy to the community and to people in need. In 1915, this idea was quite new and untested. But year after year, the spirit of Kiwanis has been nurtured, developed, and expanded to the point where Kiwanis

International has become a worldwide fellowship of 320,000 members in 74 countries. Even after 75 years we don't need to look back to see our golden age -- we know that our greatest achievements are yet to come, that our future will be even greater than our past.

Our motto, "We Build," is a concept that has overcome political, religious, racial, social, economic, and gender barriers. In the process, Kiwanis has demonstrated the ability to continue growing in order to meet the ever-changing needs of our communities and our world.

What Kiwanis is doing around the world is proof that there are meaningful ways for people who speak different languages and come from different cultures to find common ground in fellowship of service.

Kiwanis today is the greatest vehicle for service in the world! Last year, our clubs sponsored 127,000 individual service projects -- what a fantastic effort, what a wonderful achievement! We're all proud to be Kiwanians. Each year, the reasons for our pride in Kiwanis membership keep growing.

One of our most important goals during our 75th anniversary year will be to continue building on this long record of Kiwanis service. Our Major Emphasis Program, "Encourage Excellence," gives every club a variety of ways to sponsor at least one new project to help children and young people achieve their full potential.

I hope each of you will take every opportunity to endorse and support our Major Emphasis Program at all your club and district functions this year. In most of our cultures, it is customary to receive gifts on one's birthday. Kiwanis is a giving organization. For our 75th birthday, we want to celebrate by giving gifts to others -- gifts of greater service.

"Encourage Excellence" is the theme of our Major Emphasis Program, but it is also meant to be the guiding philosophy for everything we do in Kiwanis this year.

It's not so much what we do in Kiwanis, but how well we do it, that makes a difference. I am therefore asking for a special emphasis on excellence in everything we do in Kiwanis this year. Kiwanis has many programs in membership, education, administration, and service. During 1989-90 we will work to strengthen Kiwanis by increasing the quality and effectiveness of these programs, not just their number.

The theme of our 75th anniversary float in the Tournament of Roses Parade on New Year's Day will be "Something To Crow About." This theme reflects the pride we all feel in our organization's success and achievements. We really do have every reason to feel pride and satisfaction in the way Kiwanis has grown in membership, fellowship, and service. But we must not choose this year of celebration to rest on our laurels. I truly believe the moment we stop trying to be better, is the moment we stop being good.

(over)

Complacency is the major enemy of progress. This is no time to relax and stop trying to build an even bigger and better Kiwanis. It behooves us to remember that what each one of us does -- or does not do -- will have more of an impact than we know. Therefore, we must do what we can...as much as we can...as soon as we can, because tomorrow will be what we today make it.

During this 75th anniversary year, I want Kiwanians to consider our future even more than our past. The past gives us experience and memories. The present gives us challenges and opportunities. The future gives us promise and hope! To resist complacency, we must constantly look to the future of Kiwanis and ask, "What more should we be doing?" "How truly great can Kiwanis become?"

If we are to match and even surpass the successes of our past, we must look to the future with vision. We must seek and encourage innovation in our operating procedures and service programs. Life, after all, is not merely the state of things as they are.

To truly live, we must have a vision of what might be, and we must work to make that vision come true. Many of the world's great men and women have proven that vision can be a powerful force. Today's vision often becomes tomorrow's reality, because people with vision are inspired to create the future they see.

Our Kiwanis motto, "We Build," tells us that Kiwanians should not be at the mercy of whatever happens...Kiwanians should make things happen. This, indeed, can serve as a basic job description for leadership. As Kiwanis leaders during 1989-90, our job is not simply to respond to what happens...our job is to make things happen.

There are no Kiwanians in the world more dedicated to our organization than the Kiwanians in this room right now. We have our plans and goals. We have pride in our achievements and a bright vision of our future. Our year has begun. With our dedication, our plans, our pride, and our vision, we are ready to fulfill the obligation of leadership -- the obligation to make things happen, to make this 75th anniversary year

- a year of increased growth in service in membership;
- a year of renewed commitment to our Objects;
- a year in which we encourage excellence in all our Kiwanis activities;
- a year we will always remember as our year of leadership and devotion to our beloved Kiwanis.

This is our year...this is our vision. Now let's return to our clubs and districts and make things happen!

**KIWANIS INTERNATIONAL COUNCIL**

**SATURDAY, OCTOBER 7, 1989**

**ADDRESS OF R. TYLER BLAND, JR., PRESIDENT**

**KIWANIS INTERNATIONAL FOUNDATION**

I'm very appreciative of the opportunity to make a brief presentation on behalf of the Board of Trustees of the Kiwanis International Foundation as well as our dedicated District Chairmen and the thousands of other Kiwanians who have assisted your Foundation throughout the years. I'm sure you realize that we're celebrating a double anniversary this year - the 75th Anniversary of Kiwanis and the 50th Anniversary of your Foundation. We believe that anniversaries of this magnitude serve two major purposes: To reflect on our past and to plan for our future.

First, reflections. Since our inception our purpose has been to receive funds, both restricted and unrestricted, with which to support Kiwanis International in its projects and programs beyond the normal limitations of its budget. Over the years your Foundation has been able to grant millions of dollars to worthy organizations for the betterment of mankind. Since 1969 we have sponsored the printing of the Major Emphasis Program guide and the production of the audiovisual program for presentation to Kiwanis clubs all over the world, helping them know more about the Major Emphasis Program of Kiwanis for that year and to assist them in planning major projects in their local areas.

Our youth programs, especially Key Club and Circle K, which represent the finest youth peer group to be found anywhere in the world, have been the recipients of Kiwanis grants for many years. We have sponsored the leadership training conferences and the regional training conferences of both organizations for 15 years. In recent years we have budgeted more than \$60,000 annually for scholarships for the two organizations. This assistance enables these fine young people to continue their education and to become leaders of our country.

During the 1988-89 year, Kiwanis International Foundation activities show that contributions exceeded \$1,000,000 for the third time in our history. In fact, this past year we received the highest amount in contributions ever -- \$1,200,000. Because of the generosity of many Kiwanians from around the world, we were able to continue our support to Kiwanis International, to Key Club and to Circle K in the amount of \$251,000. Our Board has already approved a grant to these organizations for 1989-90 in the amount of \$255,000.

For the first time in our history, our restricted and unrestricted grants this past year exceeded \$800,000. We were able to sponsor the third national conference on Pediatric Trauma in Ann Arbor, Michigan in September with a grant of \$50,000. This is the only forum for child injury research and we're proud to be a part of it. During 1988-89 we provided approximately \$200,000 for the Hugh O'Brian Youth Foundation, \$45,000 to assist the national office and \$155,000 to sponsor high school sophomores attending leadership seminars. I will not enumerate

(over)



all of the grants this past year, but the blue card that was placed at your table this morning will show you the results of your contributions. Please note that these grants include many projects in the United States as well as projects in Argentina, Brazil, Norway, Sri Lanka and other International countries.

We're very pleased to make these grants and we thank all Kiwanians who generously gave to your Foundation this past year.

Many of you come from districts with your own foundation. We are dedicated to working with each district foundation, and I am happy to say that approximately \$60,000 was granted to the various districts on a basis of 5% of all contributions coming to the Foundation from each of these districts. Districts without foundations were able to select a district project for the grant which was funded in the same manner. We will be continuing this program on a modified basis during the 1989-90 year.

1988-89 was the best year in the history of the Kiwanis International Foundation. We want to thank our Immediate Past President, Bill Thacher, for his dedication and especially Kiwanis International Immediate Past President Gene Overholt for his support. Without his assistance we certainly would not have been able to establish this record.

I'm convinced that this achievement, as good as it is, will be broken during this, our anniversary year. With your assistance and the assistance of all Kiwanians, we should be able to use the momentum and excitement of our anniversary year to gain even more support. Kiwanians as well as individuals and businesses outside our organization are convinced that Kiwanis is a viable organization, striving to improve the circumstances of all people.

That brings us to our second purpose: Planning for the future.

I have asked our Long Range Committee, chaired by Larry Hapgood, to develop a program to increase the Foundation's endowment funds and to present a program of planned giving. We believe this is the future of our organization and that many Kiwanians will want to be involved. If we are able to increase our endowment to 15 or 20 million dollars, we will not have to be as dependent on our Kiwanians each year.

Our Planning Committee has been very active in the past two years and this year we are presenting one of their programs in the area of substance abuse. Kiwanis has been at the forefront of fighting substance abuse since 1969 when O.D.A., "Operation Drug Alert," was the Major Emphasis Program. Over the past twenty years this has remained, in one form or another, on the agenda of Kiwanis clubs around the world.

The Kiwanis International Foundation Board believes that this problem is the most important issue that has been addressed by Kiwanis. During this anniversary year the Foundation wants to support Kiwanis International and the local Kiwanis clubs in helping to eradicate this growing menace to society.

Our goal for this year is to focus upon substance abuse, as it relates to children, and to support fund-raising efforts.

We are therefore asking each club to increase its birthday contribution to \$7.50 per member for the 75th Anniversary year. With this amount we will continue to support the many programs we have in the past and still dedicate 50% of our birthday income to fighting substance abuse among our youth.

The severity of this problem has captured the attention of this entire country, if not the whole world. I believe Kiwanis, which has always prided itself for its youth involvement, should continue at the forefront of this movement. Consequently, we are asking clubs that can do better than \$7.50 per member to think of additional amounts for this anniversary celebration to support our fight against drug abuse as it is related to children.

For clubs that are capable of doing so, we would suggest that they donate the proceeds from one of their existing projects to this worthy cause - just this one time!

Kiwanis' future, as well as the future of your Kiwanis International Foundation, will be very exciting. I am pleased to be a part of the 75th Anniversary year and with your help our organizations will reach even greater avenues of service in the next 75 years.

Thank you.