

DRAFT

Captial District Board of Trustee
November 16, 2019
Fredericksburg Virginia

Call to Order and Opening	Governor Lurie
Approval of Agenda	Governor Lurie
Approval of September 13, 1029 Minutes	Governor Lurie
Ratify Actions Approved at September 22, 2019 Teleconference	Governor Lurie
Approval of Teleconference Minutes September 22, 2019	Governor Lurie
Financial Statements	Secretary Varner
Circle K	
Key Club	
Kiwanis	
2018-2019 Financial Reviews	
Circle K	
Key Club	
Kiwanis	
[NOTE: The Federal 990 reports are posted on the internet]	
2019 – 2020 Club Election Status	Secretary Varner
Key Club	Governor Barnett or Administrator Stankus
Circle K	Governor Le' or Administrator Bell
Club Membership Review as of October 31, 2019	Governor Lurie
Trustee Reports	
Chesapeake	
Heart of Virginia	
Mason-Dixon	
National Capital	
Southeast Virginia	
Southwest Virginia	
(NEW) Captial District Foundation Reporting	Secretary Varner
Update on Youth Protection and Kiwanis Advisor Background Checks	
Distinguished Club and Member Awards and Criteria	Governor Elect Baugh
Report on Club Recognition Awards	Past Governor Morris

DRAFT

Approval of 2020 Teenager of the Year Scholarship Process and Schedule	Trustee Gardner
2020 Mid-Year Conference	Chairman Rothberg
Finance Committee	Finance Chair Robert Wright
Revision to Stipend and Travel Policies	
[Report will be completed prior to and available at Board Meeting]	
2020 Mid-Year Budget	
Kiwanis International Procedure 204 Discussion	
Update on District Web Site Migration	Past Governor Wolff
Kiwanis International Membership & Education Future Dates	Secretary Varner
Committee Reports	
Open Forum and Announcements	
Action Items for Future Board Meetings	Governor Lurie
Calendar Review and Next District Board Meeting	Governor Lurie
Adjournment	

Capital District Kiwanis International
Board of Trustees Meeting
Portsmouth Virginia
August 23, 2019

Governor Morris called the board of Trustees to order at 9 AM.

All members except for Trustee Fred Lohnes were present.

Kiwanis International Trustee, 2019-2020 Capital District counselor was in attendance along with several Past Governors and Lieutenant Governors

The Agenda was approved as distributed and in the Board Book.

The minutes of March 8, 2019 and June 1, 2019 were approved as distributed in the Board Book.

The financial reports for the CKI, Key Club and District were included in the Board Book.

Finance Committee Chair reported that there was balance of \$713,088 in the Edward Jones account as of July 26, 2019. This represents a growth from \$701,568 in the past month and from \$709,178 in the past year.

Membership was at 4451, which is plus 75 as of 7/26 and we are plus 84 as of today. Clubs have been lost or suspended their charters. The monthly reports are included in the Board Book.

The Board of Trustees unanimously a recommendation to the 2019 House of Delegates to nominate current Kiwanis International President Elect for the office of the 2020 – 2021 President of Kiwanis International.

The motion was approved unanimously.

Past Governor Tyner reported that 155 of the MNT matches have been used by District Kiwanis to date. We are still \$470,000 short of the amount assigned to the District by Kiwanis International. Every club in the District has donated including our new clubs.

Administrator Serena Bell announced a very successful year and ICON. Past Governor Jose was elected to the office of International Trustee and was named a Distinguished Governor, and the District was Distinguished.

Committee Reports are in the Board Book.

Trustee Reports are in the Board Book.

Governor John thanked everyone for their hard work and dedication. He pointed out the District still has challenges in membership, finances, and service. The District Board needs to work with the District Committee Chairs to recruit members from each region.

The 2019 – 2020 Board of Trustees meeting will be held at K-Family Weekend in Front Royal, Virginia at the K-Family Weekend, September 13 – 15, 2019 at the Northern Virginia 4-H Camp.

The meeting was adjourned at 11 AM.

Respectfully submitted

Thomas A Varner, Secretary-Treasurer b

DRAFT

Capital District Kiwanis International
Board of Trustees
Front Royal Virginia
September 14, 2019

The first meeting of the 2019 - 2020 Board of Trustees was called to order by Governor David Lurie at 10:00 AM.

All members of the Board were present.

Also, in attendance were the 2019 -2020 Lieutenant Governors, Past Governors John Tyner, Jeffrey Wolff, and Finance Committee Chair Robert Wright.

The draft agenda was approved as amended.

The District Board Minutes of August 23, 2019 and the House of Delegates Minutes of August 24, 2019 were approved as printed in the Board Book

Governor Designate Lurie recommended the appointment of Thomas Varner to serve as the 2019 – 2020 Secretary Treasurer.

The recommendation was approved unanimously.

Governor Designate Lurie recommended the appointment of Jeffrey Wolff to serve as the 2019 – 2020 Assistant Secretary Treasurer.

The recommendation was approved unanimously.

Secretary-Treasurer Varner recommended the approval of The Branch, Bank, and Trust bank to be the financial institution for the Kiwanis, Circle K, and Key Club accounts.

The recommendation was approved unanimously.

Conventions Chair Wolff recommended that the contract for the 2022 District Convention in Baltimore MD be approved for the Secretary-Treasurer's signature.

The recommendation was approved unanimously.

Conventions Chair Wolff recommended that the contract for the 2024 District Convention in Portsmouth VA be approved for the Secretary-Treasurer's signature.

The recommendation was approved unanimously.

Governor Wolff recommended the approval of the meeting of the 2021 Circle K District Convention be held at Great Wolf Lodge the same weekend as the Kiwanis Mid Year Conference.

Conventions Chair Wolff recommended that the contract for the 2022 District Convention in Baltimore be approved for the Secretary-Treasurer's signature.

DRAFT

The recommendation was approved unanimously.

The Conventions Committee requested that District Board consider reinstating a registration fee for the District Convention.

Governor David referred this to the Conventions and Finance Committees for consideration as a part of the budget process.

On motion of Governor Elect Baugh and second of Past Governor Morris The Circle K 2019 – 2020 budget as printed in the Board Book was approved.

On motion of Past Governor Morris and second of Trustee Gardner the 2019 – 2020 Budget as printed in the Board Book was approved.

Governor Lurie requested that the Finance Committee investigate the budgetary impact of stipend for Lieutenant Governors that includes housing at conventions and conferences.

Governor Lurie announced his assignment of Trustees to oversee the Policy Committees:

Finance Committee	Elana Gardner	Jack Hassman
Planning	Renee Mackey	Bill Watson
Bylaws and Policies	John Montgomery	Ron McCallum

In addition, Governor Lurie has appointed Dennis Grubbs and David Heppner to the Finance Committee

2019 – 2020 Board Meeting Dates

November 16, 2019	1PM	Fredericksburg Hospitality House
March 1, 2020	10AM	Great Wolf Lodge. Williamsburg (Midyear, Sunday)
May 2, 2020	1PM	Fredericksburg Hospitality House
August 21, 2020	10 AM	Richmond Marriott DCON

Governor Lurie will be appointing a committee to prepare distinguished recognition and awards programs for individual and clubs.

The next scheduled meeting of the Board will be November 16, 2019 at the Fredericksburg Hospitality House at 1:00 PM.

Respectfully submitted,

Thomas A Varner, Secretary-Treasurer

Capital District Kiwanis International
Board of Trustees Meeting
Telecon September 22, 2019

Governor-Designate Lurie called the board of Trustees to order at 8:35 p.m. All members except Secretary Tom Varner and Trustee Renee Mackey were on the call.

Governor-Designate Lurie explained the purpose of the call was to complete the agenda items from the board meeting in Front Royal on September 14. He had emailed the agenda two days prior.

1. The first item addressed the request for supporting hurricane relief in the Bahamas. Trustee Elana Gardner pointed out that in previous years our district had sent \$10,000 to the Texas-Oklahoma and Florida districts and perhaps we should consider something similar in the Bahamas in 2019. The question was raised as to the Kiwanis presence in the Bahamas; Trustee Dennis Baugh said that according the KI web site, there are nine clubs there composed of approximately 500 members.

Trustee Bill Watson moved that we earmark \$5,000 for Bahamas hurricane relief, Trustee Ron McCallum seconded and discussion was open.

Outgoing Governor John Morris made the point there will be disaster situations routinely in the future and our obligation to repeat such contributions could be extensive. After further discussion, John suggested we table the discussion until we have a better idea of the actual needs. Bill withdrew his motion, Ron withdrew his second.

2. The next item addressed club and division distinguished criteria, which KI has delegated to districts to develop. Dennis moved that in order to achieve distinguished club status, we require clubs to contribute \$10 per member to the Kiwanis Children's Fund and \$5 to the Capital District Foundation; have all SLP advisors in compliance with Youth Protection Guideline training and also submit to a current criminal background check. This motion also requires that for a division to earn distinguished status, 80 percent of clubs need to submit all monthly reports, election reports and also to have 100 percent of their clubs in compliance with YPG and criminal background checks. Trustee Jack Hassman seconded.

After discussion, Dennis and Jack withdrew their motion and second until sufficient research could be done as to the reasonable level of achievement of these standards. Dennis will put

something in writing and distribute it to the board. Another telecon will be held prior to the November 16 board meeting.

3. David opened the Awards Program discussion, pointing out the Capital District at one time had a fairly robust program but we have since moved away from it. Do we want to bring it back? Elana spoke in favor of doing so; John Morris thought the proposed list of awards was too extensive and the presentation of them would dominate district meetings. David suggested we at least make a start. With responsibility of oversight of the proposed program, John agreed to look over a program in the Florida District; he asked David to send him their categories and criteria.
4. Key Leader budget. John Morris moved we approve the proposed budget that was in the board book; Elana seconded and the motion passed.
5. Finance report. David explained we still did not have the August figures so we will wait on this item until our November board meeting.
6. Ron had questions regarding the Teenager of the Year program. He would like to see the process documented in a policy. Currently there is a lack of clarity. It was agreed we will take a look at the application and process at the November board meeting.

There being no further business, David Lurie adjourned the meeting at 10 p.m.

Respectfully submitted,

John Montgomery

Trustee, Southwest Region



306-23-01-00 20207 0 C 001 30 S 66 002
CAPITAL DISTRICT CIRCLE K
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Your consolidated statement

For 10/31/2019

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Summary of your accounts

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE(\$)	DETAILS ON
BUSINESS IDA	0000158309823	12,309.85	page 1
BUSINESS VALUE 500 CHECKING	0000159837653	11,509.17	page 2
Total checking and money market savings accounts		\$23,819.02	



Checking and money market savings accounts

■ BUSINESS IDA 0000158309823

Account summary

Your previous balance as of 09/30/2019	\$12,309.64
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.21
Your new balance as of 10/31/2019	= \$12,309.85

Interest summary

Interest paid this statement period	\$0.21
2019 interest paid year-to-date	\$2.05
Interest rate	0.02%
Annual percentage yield (APY) earned	0.02%

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
10/31	INTEREST PAYMENT	0.21
Total deposits, credits and interest		= \$0.21

Capital District Circle K

120 Capital District Circle K, Period Ending 10/31/2019

RECONCILIATION REPORT

Reconciled on: 11/02/2019

Reconciled by: Thomas Varner

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	12,309.64
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	0.21
Statement ending balance.....	<u>12,309.85</u>
Uncleared transactions as of 10/31/2019.....	0.21
Register balance as of 10/31/2019.....	12,310.06

Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/30/2019	Deposit			0.21
Total				0.21

Additional Information

Uncleared deposits and other credits as of 10/31/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/31/2019	Deposit		BBT	0.00
10/31/2019	Deposit			0.21
Total				0.21

Capital District Circle K

110 Capital District Circle K, Period Ending 10/31/2019

RECONCILIATION REPORT

Reconciled on: 11/02/2019

Reconciled by: Thomas Varner

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	10,705.17
Checks and payments cleared (3).....	-511.00
Deposits and other credits cleared (2).....	1,315.00
Statement ending balance.....	<u>11,509.17</u>

Uncleared transactions as of 10/31/2019.....	-50.18
Register balance as of 10/31/2019.....	11,458.99
Cleared transactions after 10/31/2019.....	0.00
Uncleared transactions after 10/31/2019.....	-890.20
Register balance as of 11/02/2019.....	<u>10,568.79</u>

Details

Checks and payments cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/27/2019	Check	298	Latavia Pineda	-86.00
10/21/2019	Check		BBT	-25.00
10/25/2019	Check	299	Allan J. Funk	-400.00
Total				-511.00

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/15/2019	Deposit			1,225.00
10/15/2019	Deposit			90.00
Total				1,315.00

Additional Information

Uncleared checks and payments as of 10/31/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/26/2018	Check	10253	Jose Leoncio	-98.18
Total				-98.18

Uncleared deposits and other credits as of 10/31/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/26/2019	Deposit		Capital District Kiwanis	48.00
Total				48.00

Uncleared checks and payments after 10/31/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/01/2019	Check	300	Tea Le	-301.88

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/01/2019	Check	301	Jordan Cooke	-588.32
Total				-890.20

Uncleared deposits and other credits after 10/31/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/02/2019	Deposit		BBT	0.00
Total				0.00



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Summary of your accounts

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE(\$)	DETAILS ON
BUSINESS IDA	0000158309831	102,358.36	page 1
BUSINESS VALUE 500 CHECKING	0000159837661	69,826.57	page 2
Total checking and money market savings accounts		\$172,184.93	



Checking and money market savings accounts

■ BUSINESS IDA 0000158309831

Account summary

Your previous balance as of 09/30/2019	\$102,356.62
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 1.74
Your new balance as of 10/31/2019	= \$102,358.36

Interest summary

Interest paid this statement period	\$1.74
2019 interest paid year-to-date	\$17.05
Interest rate	0.02%
Annual percentage yield (APY) earned	0.02%

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
10/31	INTEREST PAYMENT	1.74
Total deposits, credits and interest		= \$1.74

Capital District Key Club

4020 Capital District Key Club, Period Ending 10/31/2019

RECONCILIATION REPORT

Reconciled on: 11/02/2019

Reconciled by: Thomas Varner

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	102,356.62
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	1.74
Statement ending balance.....	<u>102,358.36</u>

Register balance as of 10/31/2019.....	102,358.36
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Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/31/2019	Deposit		BBT	1.74
Total				1.74

Capital District Key Club

4010 Capital District Key Club, Period Ending 10/31/2019

RECONCILIATION REPORT

Reconciled on: 11/07/2019

Reconciled by: Thomas Varner

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	80,111.69
Checks and payments cleared (23).....	-11,340.12
Deposits and other credits cleared (1).....	1,055.00
Statement ending balance.....	69,826.57
Uncleared transactions as of 10/31/2019.....	8,215.67
Register balance as of 10/31/2019.....	78,042.24

Details

Checks and payments cleared (23)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/15/2019	Check	10605	Leesburg Kiwanis Club	-300.00
09/30/2019	Check	10621	Rachel Slotter	-300.00
09/30/2019	Check	10610	St Pius V Roman Catholic ...	-300.00
09/30/2019	Check	10632	Children's Hospital	-150.00
09/30/2019	Check	10626	Scott Zimmerman	-300.00
09/30/2019	Check	10625	Avanti Yamamoto	-200.00
09/30/2019	Check	10635	Jie Zhu	-8.45
09/30/2019	Check	10636	Juliana Yu	-24.67
09/30/2019	Check	10637	Joshua Hiscock	-9.75
09/30/2019	Check	10631	Joe Stankus	-6,151.01
09/30/2019	Check	10624	Stacy Whitehouse	-300.00
09/30/2019	Check	10606	Josh Hiscock	-500.00
09/30/2019	Check	10609	Art Bykonen	-200.00
09/30/2019	Check	10622	Teresa Tyler	-300.00
09/30/2019	Check	10617	Stephanie Feinberg	-200.00
09/30/2019	Check	10608	Jennifer Hiscock	-300.00
09/30/2019	Check	10618	John Richards	-200.00
09/30/2019	Check	10619	Angie Moore	-300.00
09/30/2019	Check	10620	Richard Pippin	-150.00
09/30/2019	Check	10619	CAPUP	-300.00
09/30/2019	Check	10615	St Pius V Roman Catholic ...	-300.00
10/07/2019	Check	10628	May Fu	-46.24
10/25/2019	Check	10629	Allan J Funk	-500.00
Total				-11,340.12

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/30/2019	Deposit			1,055.00
Total				1,055.00

Additional Information

Uncleared checks and payments as of 10/31/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/20/2018	Check	10538	Pamela Barret	-70.00
06/20/2019	Check	10596	Juliana Yu	-44.11
07/19/2019	Check	10607	Kristina Dlugozi	-330.83
09/30/2019	Check	10639	Jon Doblix	-100.00
09/30/2019	Check	10634	Children's Hospital	-476.00
09/30/2019	Check	10627	Kiwanis Childrens Fund	-5,000.00
09/30/2019	Check	10638	Kristina Dlugozi	-500.00
09/30/2019	Check	10607	Children's Hospital	-1,000.00
Total				-7,520.94

Uncleared deposits and other credits as of 10/31/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/20/2019	Deposit			8,726.00
07/19/2019	Deposit		Capital District Key Club	6,290.61
10/04/2019	Deposit		Key Club International	720.00
Total				15,736.61



306-23-01-00 20207 0 C 001 30 S 66 002
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Summary of your accounts

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE(\$)	DETAILS ON
BUSINESS IDA	0000158309815	10,562.22	page 1
BUSINESS VALUE 500 CHECKING	0000159837645	14,257.45	page 2
Total checking and money market savings accounts		\$24,819.67	



Checking and money market savings accounts

■ BUSINESS IDA 0000158309815

Account summary

Your previous balance as of 09/30/2019	\$10,562.04
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.18
Your new balance as of 10/31/2019	= \$10,562.22

Interest summary

Interest paid this statement period	\$0.18
2019 interest paid year-to-date	\$1.14
Interest rate	0.02%
Annual percentage yield (APY) earned	0.02%

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
10/31	INTEREST PAYMENT	0.18
Total deposits, credits and interest		= \$0.18

Capital District Kiwanis

1020 Capital District Kiwanis Intern, Period Ending 10/31/2019

RECONCILIATION REPORT

Reconciled on: 11/02/2019

Reconciled by: Thomas Varner

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	10,562.04
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	0.18
Statement ending balance.....	<u>10,562.22</u>
Register balance as of 10/31/2019.....	10,562.22

Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/31/2019	Deposit		BBT	0.18
Total				0.18

Capital District Kiwanis

1010 Capital District Kiwanis Intern, Period Ending 10/31/2019

RECONCILIATION REPORT

Reconciled on: 11/02/2019

Reconciled by: Thomas Varner

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	25,164.22
Checks and payments cleared (22).....	-10,906.77
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>14,257.45</u>
Uncleared transactions as of 10/31/2019.....	-7,186.89
Register balance as of 10/31/2019.....	<u>7,070.56</u>

Details

Checks and payments cleared (22)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/20/2019	Check	12665	John Montgomery	-744.00
09/24/2019	Check	12675	John Morris	-192.40
09/24/2019	Check	12674	Cal-Nev-Ha Circle K	-310.00
09/26/2019	Check	12677	Kiwanis Childrens Fund	-500.00
09/27/2019	Check	12682	Condor Creations	-531.00
09/27/2019	Check	12683	Kimberly Henderson	-612.81
09/30/2019	Check	12686	Joe Stankus	-1,132.64
09/30/2019	Check	12687	Fred W Lohnes	-20.00
09/30/2019	Check	12688	T A Varner	-117.16
09/30/2019	Check	12685	Jennifer R. Wolff	-2,000.00
10/03/2019	Expense		Ashland Simply Storage	-69.00
10/11/2019	Check	12689	Josh Hiscock	-80.80
10/14/2019	Check	12690	Jeffrey Wolff	-73.33
10/14/2019	Check	12691	Thomas A. Varner	-231.65
10/14/2019	Check	12692	Jeffrey Wolff	-13.96
10/14/2019	Check	12693	A Logo For You	-360.00
10/16/2019	Check	12694	Jeffrey Wolff	-142.52
10/22/2019	Check	12698	Arnold W Butts	-68.00
10/23/2019	Check	12699	Eric Lamb	-259.60
10/23/2019	Check	12701	Jamestown 4 H Education...	-2,386.50
10/25/2019	Check	12703	Jeffrey Wolff	-311.40
10/25/2019	Check	12702	Allan J. Funk	-750.00
Total				<u>-10,906.77</u>

Additional Information

Uncleared checks and payments as of 10/31/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/02/2018	Check	12125	Anna C Dugan	-45.60
05/01/2018	Check	12206	Kiwanis Club of Chesapeake...	-50.00
08/23/2018	Check	12348	Kiwanis Club of State Line ...	-150.00
01/08/2019	Check	12444	Kiwanis Club of Carrolton	-270.00
01/08/2019	Check	12445	Kiwanis Club of Clinchco	-160.00
05/22/2019	Check	12530	Michael Roman	-176.40
06/18/2019	Check	12547		-374.61

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/28/2019	Expense			-15.00
07/05/2019	Check		Linwood N Watson	-392.96
07/28/2019	Check	12576	Kiwanis Club of Chesapeake	-124.00
08/27/2019	Check			-100.00
08/29/2019	Check	12627	Bob Lewit	-450.00
09/06/2019	Deposit			-70.00
09/07/2019	Check	12643	Jon Rife	-435.50
09/10/2019	Check		Bill Watson	-600.00
09/16/2019	Check		John Hassman	-143.30
09/16/2019	Check	12651	Josh Hiscock	-80.80
09/16/2019	Check	12652	Bob Lewit	-162.40
09/16/2019	Check		Renee Mackey	-719.52
09/18/2019	Check		James C Shackelford	-450.00
09/18/2019	Check		James C Shackelford	-450.00
09/22/2019	Check		Jennifer R. Wolff	-550.98
09/26/2019	Check	12678	Serena Bell	-570.20
10/22/2019	Check	12696	Renee Mackey	-68.00
10/22/2019	Check	12695	Kiwanis International Foun...	-500.00
10/23/2019	Check	12700	Renee Mackey	-77.80
Total				-7,187.07

Uncleared deposits and other credits as of 10/31/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/31/2019	Deposit			0.18
Total				0.18

Capital District Kiwanis

BUDGET VS. ACTUALS: CAPITAL DISTRICT - FY20 P&L

October 2019

	OCT 2019				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue								
4000 Income					\$0.00	\$0.00	\$0.00	0.00%
4010 Membership Dues		11,200.00	-11,200.00		\$0.00	\$11,200.00	\$ -11,200.00	0.00%
4020 Money Market Interest	0.36	0.83	-0.47	43.37 %	\$0.36	\$0.83	\$ -0.47	43.37 %
4030 Edward Jones Income		2,219.67	-2,219.67		\$0.00	\$2,219.67	\$ -2,219.67	0.00%
4500 Mid Year Conference					\$0.00	\$0.00	\$0.00	0.00%
4504 Registration		416.67	-416.67		\$0.00	\$416.67	\$ -416.67	0.00%
4510 Program		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
4515 Friday Leadership Luncheon		100.00	-100.00		\$0.00	\$100.00	\$ -100.00	0.00%
4520 Friday Night Event		333.33	-333.33		\$0.00	\$333.33	\$ -333.33	0.00%
4525 Saturday Breakfast		312.50	-312.50		\$0.00	\$312.50	\$ -312.50	0.00%
4530 Saturday Lunch		416.67	-416.67		\$0.00	\$416.67	\$ -416.67	0.00%
4535 Saturday Dinner		562.50	-562.50		\$0.00	\$562.50	\$ -562.50	0.00%
4540 Sunday Breakfast		312.50	-312.50		\$0.00	\$312.50	\$ -312.50	0.00%
Total 4500 Mid Year Conference		2,495.84	-2,495.84		\$0.00	\$2,495.84	\$ -2,495.84	0.00%
4600 District Conventions		4,166.67	-4,166.67		\$0.00	\$4,166.67	\$ -4,166.67	0.00%
4700 Other Events					\$0.00	\$0.00	\$0.00	0.00%
4720 International Convention Dinner		416.67	-416.67		\$0.00	\$416.67	\$ -416.67	0.00%
4740 Past Governor's Weekend		50.00	-50.00		\$0.00	\$50.00	\$ -50.00	0.00%
4780 Key Leader Scholarships		626.33	-626.33		\$0.00	\$626.33	\$ -626.33	0.00%
4790 Key Leader Income		1,166.67	-1,166.67		\$0.00	\$1,166.67	\$ -1,166.67	0.00%
Total 4700 Other Events		2,259.67	-2,259.67		\$0.00	\$2,259.67	\$ -2,259.67	0.00%
Total 4000 Income	0.36	22,342.68	-22,342.32	0.00 %	\$0.36	\$22,342.68	\$ -22,342.32	0.00 %
Total Revenue	\$0.36	\$22,342.68	\$ -22,342.32	0.00 %	\$0.36	\$22,342.68	\$ -22,342.32	0.00 %
GROSS PROFIT	\$0.36	\$22,342.68	\$ -22,342.32	0.00 %	\$0.36	\$22,342.68	\$ -22,342.32	0.00 %
Expenditures								
5000 Expenses					\$0.00	\$0.00	\$0.00	0.00%
5100 Travel & Administration					\$0.00	\$0.00	\$0.00	0.00%
5105 District Governor		375.00	-375.00		\$0.00	\$375.00	\$ -375.00	0.00%
5110 District Governor-Elect		208.33	-208.33		\$0.00	\$208.33	\$ -208.33	0.00%
5115 District Secretary/Treasurer		250.00	-250.00		\$0.00	\$250.00	\$ -250.00	0.00%
5120 Immediate Past Governor		166.67	-166.67		\$0.00	\$166.67	\$ -166.67	0.00%
5125 Chesapeake Bay Trustee		58.33	-58.33		\$0.00	\$58.33	\$ -58.33	0.00%
5135 Heart of Virginia Trustee		58.33	-58.33		\$0.00	\$58.33	\$ -58.33	0.00%
5140 Mason Dixon Trustee	77.80	58.33	19.47	133.38 %	\$77.80	\$58.33	\$19.47	133.38 %
5145 National Capital Trustee		58.33	-58.33		\$0.00	\$58.33	\$ -58.33	0.00%
5150 Southeast Virginia Trustee		58.33	-58.33		\$0.00	\$58.33	\$ -58.33	0.00%
5160 Southwest Virginia Trustee		58.33	-58.33		\$0.00	\$58.33	\$ -58.33	0.00%
5162 Division 1 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5164 Division 2 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5166 Division 3 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5168 Division 4 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5170 Division 5 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5171 Division 6 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5172 Division 7 Lieutenant Governor	136.00	41.67	94.33	326.37 %	\$136.00	\$41.67	\$94.33	326.37 %
5173 Division 8 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%

	OCT 2019				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5174 Division 9 Lieutenant Governor	259.60	41.67	217.93	622.99 %	\$259.60	\$41.67	\$217.93	622.99 %
5176 Division 10 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5178 Division 11 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5180 Division 12 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5182 Division 13 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5184 Division 14 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5185 Division 15 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5186 Division 16 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5187 Division 17 Lieutenant Governor		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
Total 5100 Travel & Administration	473.40	2,058.37	-1,584.97	23.00 %	\$473.40	\$2,058.37	\$ -1,584.97	23.00 %
5200 Mid Year Conferences					\$0.00	\$0.00	\$0.00	0.00%
5205 Program		-41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5210 Friday Leadership Luncheon		110.00	-110.00		\$0.00	\$110.00	\$ -110.00	0.00%
5215 Friday Night Event		333.33	-333.33		\$0.00	\$333.33	\$ -333.33	0.00%
5220 Saturday Breakfast		275.00	-275.00		\$0.00	\$275.00	\$ -275.00	0.00%
5225 Saturday Lunch		366.67	-366.67		\$0.00	\$366.67	\$ -366.67	0.00%
5230 Saturday Dinner		525.00	-525.00		\$0.00	\$525.00	\$ -525.00	0.00%
5235 Sunday Breakfast		275.00	-275.00		\$0.00	\$275.00	\$ -275.00	0.00%
5240 Comp Room Night		300.00	-300.00		\$0.00	\$300.00	\$ -300.00	0.00%
5245 Comp Meals		216.00	-216.00		\$0.00	\$216.00	\$ -216.00	0.00%
Total 5200 Mid Year Conferences		2,442.67	-2,442.67		\$0.00	\$2,442.67	\$ -2,442.67	0.00%
5300 District Convention - General		4,166.67	-4,166.67		\$0.00	\$4,166.67	\$ -4,166.67	0.00%
5334 Registration Supplies	360.00		360.00		\$360.00	\$0.00	\$360.00	0.00%
Total 5300 District Convention - General	360.00	4,166.67	-3,806.67	8.64 %	\$360.00	\$4,166.67	\$ -3,806.67	8.64 %
5400 District Conv - Officer Stipend					\$0.00	\$0.00	\$0.00	0.00%
5405 Chesapeake Bay Trustee		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5415 Heart of Virginia Trustee		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5420 Mason Dixon Trustee		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5430 National Capital Trustee		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5435 Southeast Virginia Trustee		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5440 Southwest Virginia Trustee		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5441 Trustee Designate 1		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5442 Trustee Designate 2		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
5445 Division 1 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5450 Division 2 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5455 Division 3 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5460 Division 4 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5465 Division 5 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5467 Division 6 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5468 Division 7 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5470 Division 8 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5475 Division 9 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5480 Division 10 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%

	OCT 2019				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5485 Division 11 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5490 Division 12 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5495 Division 13 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5500 Division 14 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5505 Division 15 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5510 Division 16 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5515 Division 17 Lieutenant Governor		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5550 Division 1 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5555 Division 2 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5560 Division 3 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5565 Division 4 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5570 Division 5 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5572 Division 6 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5573 Division 7 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5575 Division 8 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5580 Division 9 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5585 Division 10 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5590 Division 11 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5595 Division 12 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5600 Division 13 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5605 Division 14 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5610 Division 15 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5615 Division 16 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
5620 Division 17 LTG Designate		33.33	-33.33		\$0.00	\$33.33	\$ -33.33	0.00%
Total 5400 District Conv - Officer Stipend		1,466.58	-1,466.58		\$0.00	\$1,466.58	\$ -1,466.58	0.00%
5700 Int Con Officer Stipend					\$0.00	\$0.00	\$0.00	0.00%
5705 District Governor		83.33	-83.33		\$0.00	\$83.33	\$ -83.33	0.00%
5710 District Governor Elect		104.17	-104.17		\$0.00	\$104.17	\$ -104.17	0.00%
5715 District Secretary Treasurer		104.17	-104.17		\$0.00	\$104.17	\$ -104.17	0.00%
5720 Immediate Past Governor		104.17	-104.17		\$0.00	\$104.17	\$ -104.17	0.00%
5725 Chesapeake Bay Trustee		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5735 Heart of Virginia Trustee		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5740 Mason Dixon Trustee		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5750 National Capital Trustee		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5755 Southeast Virginia Trustee		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5760 Southwest Virginia Trustee		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5765 Division 1 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5770 Division 2 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5775 Division 3 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5780 Division 4 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5785 Division 5 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5786 Division 6 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5788 Division 7 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5790 Division 8 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5795 Division 9 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5800 Division 10 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5805 Division 11 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%

	OCT 2019				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5810 Division 12 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5815 Division 13 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5820 Division 14 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5825 Division 15 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5830 Division 16 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
5835 Division 17 LTG Designate		75.00	-75.00		\$0.00	\$75.00	\$ -75.00	0.00%
Total 5700 Int Con Officer Stipend		2,120.84	-2,120.84		\$0.00	\$2,120.84	\$ -2,120.84	0.00%
5900 Other District Events					\$0.00	\$0.00	\$0.00	0.00%
5905 Leadership Team Education Conf		1,000.00	-1,000.00		\$0.00	\$1,000.00	\$ -1,000.00	0.00%
5910 International Convention Dinner		416.67	-416.67		\$0.00	\$416.67	\$ -416.67	0.00%
5920 Past Governor's Weekend		50.00	-50.00		\$0.00	\$50.00	\$ -50.00	0.00%
5925 2018 K-Family Weekend	80.80	1,000.00	-919.20	8.08 %	\$80.80	\$1,000.00	\$ -919.20	8.08 %
Total 5900 Other District Events	80.80	2,466.67	-2,385.87	3.28 %	\$80.80	\$2,466.67	\$ -2,385.87	3.28 %
6000 Service Leadership Programs					\$0.00	\$0.00	\$0.00	0.00%
6005 Aktion Club		159.17	-159.17		\$0.00	\$159.17	\$ -159.17	0.00%
6010 Builders Club		141.67	-141.67		\$0.00	\$141.67	\$ -141.67	0.00%
6015 Circle K International		625.00	-625.00		\$0.00	\$625.00	\$ -625.00	0.00%
6020 Kiwanis Kids		83.33	-83.33		\$0.00	\$83.33	\$ -83.33	0.00%
6025 Key Club Intenational		333.33	-333.33		\$0.00	\$333.33	\$ -333.33	0.00%
6030 Key Leader Expenses	2,386.50		2,386.50		\$2,386.50	\$0.00	\$2,386.50	0.00%
6034 SLP Matching Scholarships		416.67	-416.67		\$0.00	\$416.67	\$ -416.67	0.00%
6035 Children and Youth		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
Total 6000 Service Leadership Programs	2,386.50	1,800.84	585.66	132.52 %	\$2,386.50	\$1,800.84	\$585.66	132.52 %
6100 District Committees					\$0.00	\$0.00	\$0.00	0.00%
6105 Long Range Planning		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
6110 Bylaws and Policy		20.00	-20.00		\$0.00	\$20.00	\$ -20.00	0.00%
6115 Finance		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
6120 Youth Protection Manager		50.00	-50.00		\$0.00	\$50.00	\$ -50.00	0.00%
6130 Public Relation		58.33	-58.33		\$0.00	\$58.33	\$ -58.33	0.00%
6135 Community Service		50.00	-50.00		\$0.00	\$50.00	\$ -50.00	0.00%
6146 KI Foundation Rep		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
6150 Kiwanis Education		83.33	-83.33		\$0.00	\$83.33	\$ -83.33	0.00%
6175 Children & Youth		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
6195 Membership		833.33	-833.33		\$0.00	\$833.33	\$ -833.33	0.00%
6197 Partnerships		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
Total 6100 District Committees		1,303.34	-1,303.34		\$0.00	\$1,303.34	\$ -1,303.34	0.00%
6200 Staff Expenses					\$0.00	\$0.00	\$0.00	0.00%
6205 District Sec/Treas Contract		2,500.00	-2,500.00		\$0.00	\$2,500.00	\$ -2,500.00	0.00%
6215 The Capital Builder Editor		500.00	-500.00		\$0.00	\$500.00	\$ -500.00	0.00%
6220 The Capital Kiwanian Designer		500.00	-500.00		\$0.00	\$500.00	\$ -500.00	0.00%
Total 6200 Staff Expenses		3,500.00	-3,500.00		\$0.00	\$3,500.00	\$ -3,500.00	0.00%
6300 General Expenses					\$0.00	\$0.00	\$0.00	0.00%
6305 Awards & Trophies		66.67	-66.67		\$0.00	\$66.67	\$ -66.67	0.00%
6310 Pins & Certificates		58.33	-58.33		\$0.00	\$58.33	\$ -58.33	0.00%
6315 Director & Office Insurance		66.67	-66.67		\$0.00	\$66.67	\$ -66.67	0.00%
6320 Annual Audit of Books	750.00	75.00	675.00	1,000.00 %	\$750.00	\$75.00	\$675.00	1,000.00 %
6325 Hosting of Intl. Trustee		41.67	-41.67		\$0.00	\$41.67	\$ -41.67	0.00%
6330 District Office	300.65	83.33	217.32	360.79 %	\$300.65	\$83.33	\$217.32	360.79 %
6335 Office Supplies		104.17	-104.17		\$0.00	\$104.17	\$ -104.17	0.00%
6340 Telephone/Internet		125.00	-125.00		\$0.00	\$125.00	\$ -125.00	0.00%

	OCT 2019				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6345 Postage & Postate Meter		20.83	-20.83		\$0.00	\$20.83	\$ -20.83	0.00%
6356 ICON Promotion		25.00	-25.00		\$0.00	\$25.00	\$ -25.00	0.00%
6365 Eliminate Project Donations	500.00		500.00		\$500.00	\$0.00	\$500.00	0.00%
6370 Bank Fees		16.67	-16.67		\$0.00	\$16.67	\$ -16.67	0.00%
6380 Board Meeting Expenses		250.00	-250.00		\$0.00	\$250.00	\$ -250.00	0.00%
6385 Background Checks		83.33	-83.33		\$0.00	\$83.33	\$ -83.33	0.00%
6396 Internet Applications	541.21		541.21		\$541.21	\$0.00	\$541.21	0.00%
Total 6300 General Expenses	2,091.86	1,016.67	1,075.19	205.76 %	\$2,091.86	\$1,016.67	\$1,075.19	205.76 %
Total 5000 Expenses	5,392.56	22,342.65	-16,950.09	24.14 %	\$5,392.56	\$22,342.65	\$ -16,950.09	24.14 %
Total Expenditures	\$5,392.56	\$22,342.65	\$ -16,950.09	24.14 %	\$5,392.56	\$22,342.65	\$ -16,950.09	24.14 %
NET OPERATING REVENUE	\$ -5,392.20	\$0.03	\$ -5,392.23	-17,974,000.00 %	\$ -5,392.20	\$0.03	\$ -5,392.23	-17,974,000.00 %
NET REVENUE	\$ -5,392.20	\$0.03	\$ -5,392.23	-17,974,000.00 %	\$ -5,392.20	\$0.03	\$ -5,392.23	-17,974,000.00 %

Allan J. Funk
Accounting Services

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Ashland, VA 23005
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FAX (804) 464-4635
allanjfunk@aol.com

October 24, 2019

Mr. Thomas Varner
Circle K International
PO Box 2192
Ashland, VA 23005

Dear Mr. Varner,

At your request, I have reviewed the accounting data you have provided me in the QuickBooks program for the tax year ending 09/30/2019.

I have found the Accounting data to be in good order with no major issues. I have made a few minor corrections.....mostly just reclassifying to correct accounts. I have found the income and expenses presented in the QuickBooks file to be in agreement with what has flowed through the bank accounts.

I have not audited the financial data, merely a review and comparison with the bank accounts. I am including financial statements (Profit & Loss and Balance Sheet) for the fiscal year 10/01/2018 – 09/30/2019.

I have also prepared IRS Form 990-EZ (Return of Organization Exempt from Income Tax) which will be electronically filed when I receive the signed authorization form back. I am including a copy for your records and public inspection should anyone request.

Please feel free to contact me should you have any questions.

Sincerely,



Allan J Funk
Accountant

Capital District Circle K

STATEMENT OF ACTIVITY

October 2018 - September 2019

	TOTAL
Revenue	
500 Income	575.54
505 Membership Dues	5,490.00
510 CDKF Subsidy	10,000.00
520 Interest on Savings	2.46
530 Fall Membership Rally Regist	3,864.88
536 District Convernction Prog Ads	150.00
537 District Convention Registration	15,732.06
595 CKI Store	108.00
Total 500 Income	35,922.94
Total Revenue	\$35,922.94
GROSS PROFIT	\$35,922.94
Expenditures	
650 Administrative Expenses Oct-Mar	
651 Governor	418.57
652 Secretary -Treasurer	10.00
653 Editor	120.00
654 LTG - North	208.00
655 LTG - South	75.37
662 Club Building/Reviailization Com	46.69
664 K-Family Com	40.00
665 Laws, Rgulations & Awards	40.00
668 Service Com	30.00
Total 650 Administrative Expenses Oct-Mar	988.63
675 Adminstrative Expenses Apr-Sep	
676 Governor	309.32
678 Editor	30.00
689 K-Family Com	86.00
Total 675 Adminstrative Expenses Apr-Sep	425.32
700 Fall Membership Rally	
701 Camp Lodging	2,238.12
702 Camp Meals	710.84
703 Registration/Workshop Supplies	13.02
704 Supplies/Decorations	48.26
705 Souvenir T-Shirts	789.79
Total 700 Fall Membership Rally	3,800.03
710 District Convention	743.96
714 Paid Meals	24,182.55
715 Registration Materials	91.88
716 Convention T-Shirts	1,506.44
720 Decorations	147.57
721 Awards	424.73
726 Keynote Speaker Fees	150.00

	TOTAL
Total 710 District Convention	27,247.13
729 Spring Officer Tng Conf	
734 Supplies/Decorations	8.99
Total 729 Spring Officer Tng Conf	8.99
739 International Convention Tour	
620 ICON Registration-Board/OTIC	1,000.00
625 ICON Lodging for Board	1,431.04
627 ICON Travel for Governor	265.48
Total 739 International Convention Tour	2,696.52
749 District Board Expenses	192.73
605 GATC Travel for Governor	425.20
610 District Officer Training Conf	918.78
750 District Officer Badges & Pins	67.49
751 Board Meeting Lodging	1,159.16
752 Board Meeting Supplies	559.32
753 Board Meeting Meals	416.73
754 District Board Shirts	186.25
Total 749 District Board Expenses	3,925.66
759 Mandatory Expenses	25.00
760 Web site Hosting Service	75.75
761 Kiwanis Administrative Expenses	700.00
762 Annual Audit of Books	400.00
764 Form Site Account	249.95
Total 759 Mandatory Expenses	1,450.70
769 Other Expenses	505.30
615 CKI SPARK Scholarship	200.00
773 Miscellaneous Expenses	359.11
Total 769 Other Expenses	1,064.41
Total Expenditures	\$41,607.39
NET OPERATING REVENUE	\$ -5,684.45
NET REVENUE	\$ -5,684.45

Capital District Circle K

STATEMENT OF FINANCIAL POSITION COMPARISON

As of September 30, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
110 Capital District Circle K	10,568.99
120 Capital District Circle K	12,309.64
130 Middletown Bank	0.00
Total Bank Accounts	\$22,878.63
Other Current Assets	
13000 Due From Middletown Bank	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$22,878.63
TOTAL ASSETS	\$22,878.63
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
30000 Opening Balance Equity	0.00
32000 Net Asset Value	28,563.08
Net Revenue	-5,684.45
Total Equity	\$22,878.63
TOTAL LIABILITIES AND EQUITY	\$22,878.63

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allanjfunk@aol.com

October 24, 2019

Mr. Thomas Varner
Key Club International
PO Box 2192
Ashland, VA 23005

Dear Mr. Varner,

At your request, I have reviewed the accounting data you have provided me in the QuickBooks program for the tax year ending 09/30/2019.

I have found the Accounting data to be in good order with no major issues. I have made a few minor corrections.....mostly just reclassifying to correct accounts. I have found the income and expenses presented in the QuickBooks file to be in agreement with what has flowed through the bank accounts.

I have not audited the financial data, merely a review and comparison with the bank accounts. I am including financial statements (Profit & Loss and Balance Sheet) for the fiscal year 10/01/2018 – 09/30/2019.

I have also prepared IRS Form 990 (Return of Organization Exempt from Income Tax) which will be electronically filed when I receive the signed authorization form back. I am including a copy for your records and public inspection should anyone request.

Please feel free to contact me should you have any questions.

Sincerely,



Allan J Funk
Accountant

Capital District Key Club

STATEMENT OF ACTIVITY

October 2018 - September 2019

	TOTAL
Revenue	
5000 Income	
5050 Membership Dues	57,709.50
5200 Savings Account Interest	20.47
5330 International Convention	13,910.34
5390 District Project	4,799.61
5400 Governor's Project	600.00
5500 DCON Registration	145,325.61
5550 Fall Rally	7,429.32
Total 5000 Income	229,794.85
Total Revenue	\$229,794.85
GROSS PROFIT	\$229,794.85
Expenditures	
6000 Conferences & Training	
6010 Governor's International Tng	1,058.90
6020 International Leadership Tng	16,735.38
6040 Summer Training Conference	4,870.20
6060 Spring Leadership Conference	3,377.50
6070 Winter Leadership Conf	2,491.73
6080 Fall Leadership Conf	3,536.58
6090 Fall Training Rally	7,810.00
6095 Other Leadership Conferences	1,545.25
Total 6000 Conferences & Training	41,425.54
6100 Officers Expenses Sep - Mar	
6102 Governor	300.00
6130 LTG Div 3D	22.37
6132 LTG Div 4A	34.42
6134 LTG Div 4B	45.00
6142 LTG Div 6B	67.81
Total 6100 Officers Expenses Sep - Mar	469.60
6200 Officers Expenses Apr-Sep	
6230 LTG Div 4A	5.70
6232 LTG Div 4B	44.11
6240 LTG Div 6B	21.28
Total 6200 Officers Expenses Apr-Sep	71.09
7000 General Expenses	
7010 Postage & Delivery	134.45
7015 Printing	30.10
7025 Admin\\Training Supplies	706.56
7030 District Project	6,626.00
7035 District Website	249.95
7040 Badges & Board Shirts	1,707.14
7050 Miscellaneous Expenses	665.42

	TOTAL
7055 Board Meeting Transportatiion	1,300.00
7060 Zone Administrator Expenses	2,550.00
7065 Audit of Books	500.00
7080 New Club Support	300.00
7085 District Admin Expense	700.00
Total 7000 General Expenses	15,469.62
7300 Administrator's Expenses	2,806.30
7500 District Convention	300.00
7504 Printing	502.88
7506 Name Tag, Ribbons, etc.	254.93
7508 Office Supplies	410.89
7510 Program Printing	1,395.55
7514 Motivational Speaker	1,250.00
7518 Audio Visual Equipment	13,361.08
7520 Awards & Trophies	2,052.82
7522 Souveniers	11,677.40
7526 Officers Pins and Gifts	251.14
7528 Board and Guest Rooms	5,000.00
7530 Board & Guest Meals	3,933.27
7532 ConventionBanquet	30,514.07
7534 Convention Breakfast	28,078.63
7536 Advisor Reception	2,501.70
7542 Misc General Expenses	415.99
7544 Vehicles	600.00
7546 Hotel Rooms	70,796.10
Total 7500 District Convention	173,296.45
Total Expenditures	\$233,538.60
NET OPERATING REVENUE	\$ -3,743.75
NET REVENUE	\$ -3,743.75

Capital District Key Club

STATEMENT OF FINANCIAL POSITION COMPARISON

As of September 30, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
4010 Capital District Key Club	77,868.48
4020 Capital District Key Club	102,356.62
4030 Bank of Middleton	0.00
Total Bank Accounts	\$180,225.10
Other Current Assets	
40300 Due From Other	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$180,225.10
TOTAL ASSETS	\$180,225.10
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
30000 Opening Balance Equity	0.00
32000 Net Asset Value	183,968.85
Net Revenue	-3,743.75
Total Equity	\$180,225.10
TOTAL LIABILITIES AND EQUITY	\$180,225.10

Allan J. Funk
Accounting Services

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allanjfunk@aol.com

October 24, 2019

Mr. Thomas Varner
Capital District Kiwanis International
PO Box 2192
Ashland, VA 23005

Dear Mr. Varner,

At your request, I have reviewed the accounting data you have provided me in the QuickBooks program for the tax year ending 09/30/2019.

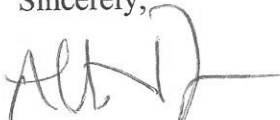
I have found the Accounting data to be in good order with no major issues. I have made a few minor corrections.....mostly just reclassifying to correct accounts. I have found the income and expenses presented in the QuickBooks file to be in agreement with what has flowed through the bank accounts.

I have not audited the financial data, merely a review and comparison with the bank accounts. I am including financial statements (Profit & Loss and Balance Sheet) for the fiscal year 10/01/2018 – 09/30/2019.

I have also prepared IRS Form 990 (Return of Organization Exempt from Income Tax) which will be electronically filed when I receive the signed authorization form back. I am including a copy for your records and public inspection should anyone request.

Please feel free to contact me should you have any questions.

Sincerely,



Allan J Funk
Accountant

Capital District Kiwanis

STATEMENT OF ACTIVITY

October 2018 - September 2019

	TOTAL
Revenue	
4000 Income	
4010 Membership Dues	132,645.87
4020 Money Market Interest	1.07
4030 Edward Jones Income	33,145.34
4500 Mid Year Conference	19,374.27
4585 SLP Administration	1,400.00
4600 District Conventions	
4605 Meal Packages	13,729.15
4606 A La Carte Meals	493.00
4607 Regional Hospitality Suites	272.00
4610 Late Registrations	465.00
4625 Friday Night Activity-Food Pack	6,565.09
4650 Program Advertisements	805.00
4652 Commercial Exhibits	85.00
Total 4600 District Conventions	22,414.24
4700 Other Events	
4750 LTG Association	2,137.80
4770 Miscellaneous Income	1,452.00
4790 Key Leader Income	8,211.05
Total 4700 Other Events	11,800.85
4900 PayPal	4,956.89
Total 4000 Income	225,738.53
Total Revenue	\$225,738.53
GROSS PROFIT	\$225,738.53
Expenditures	
5000 Expenses	
5100 Travel & Administration	
5105 District Governor	3,710.80
5110 District Governor-Elect	415.80
5115 District Secretary/Treasurer	1,454.95
5120 Immediate Past Governor	3,367.31
5135 Heart of Virginia Trustee	302.40
5140 Mason Dixon Trustee	506.00
5145 National Capital Trustee	359.60
5150 Southeast Virginia Trustee	115.20
5160 Southwest Virginia Trustee	481.00
5164 Division 2 Lieutenant Governor	194.40
5166 Division 3 Lieutenant Governor	361.60
5170 Division 5 Lieutenant Governor	1,367.20
5171 Division 6 Lieutenant Governor	270.40
5172 Division 7 Lieutenant Governor	42.40
5174 Division 9 Lieutenant Governor	897.60

	TOTAL
5178 Division 11 Lieutenant Governor	240.00
5180 Division 12 Lieutenant Governor	492.00
5182 Division 13 Lieutenant Governor	401.60
5185 Division 15 Lieutenant Governor	287.60
5186 Division 16 Lieutenant Governor	880.00
5187 Division 17 Lieutenant Governor	1,332.80
Total 5100 Travel & Administration	17,480.66
5200 Mid Year Conferences	23,082.75
5300 District Convention - General	22,985.81
5303 Past Governor's Dinner	159.00
5309 Friday Night Activity	400.00
5310 Meals	2,821.16
5333 Programs/Tickets	1,596.43
5335 Convention Totes	1,180.46
5336 Signs, Banners, & Tent Cards	635.75
5345 Postage & Supplies	918.71
5348 Flowers	401.48
5352 Band for Friday Evening	100.00
5356 Governor's Banquet Entertainmen	400.00
5357 Audio/Visual	1,064.84
5369 Trustee and Governor Gifts	453.89
5399 Reserve	568.10
Total 5300 District Convention - General	33,685.63
5400 District Conv - Officer Stipend	
5405 Chesapeake Bay Trustee	600.00
5415 Heart of Virginia Trustee	1,117.68
5430 National Captital Trustee	414.72
5435 Southeast VirginiaTrustee	503.32
5440 Southwest Virginia Trustee	600.00
5450 Division 2 Lieutenant Governor	450.00
5465 Division 5 Lieutenant Governor	450.00
5485 Division 11 Lieutenant Governor	450.00
5495 Division 13 Lieutenant Governor	430.00
5550 Division 1 LTG Designate	450.00
5555 Division 2 LTG Designate	450.00
5565 Division 4 LTG Designate	450.00
5573 Division 7 LTG Designate	205.60
5580 Division 9 LTG Designate	450.00
5585 Division 10 LTG Designate	342.49
5595 Division 12 LTG Designate	2,350.00
5615 Division 16 LTG Designate	450.00
5620 Division 17 LTG Designate	450.00
5680 Designated Trustee 1e	706.00
Total 5400 District Conv - Officer Stipend	11,319.81
5700 Int Con Officer Stipend	
5705 District Governor	853.31
5710 District Governor Elect	1,500.00
5715 District Secretary Treasurer	1,500.00
5720 Immediate Past Governor	1,410.64
5735 Heart of Virginia Trustee	2,301.02

	TOTAL
5740 Mason Dixon Trustee	1,468.60
5750 National Capital Trustee	1,265.93
5755 Southeast Virginia Trustee	1,512.80
5760 Southwest Virginia Trustee	1,359.00
5765 Division 1 LTG Designate	1,709.68
5770 Division 2 LTG Designate	217.61
5780 Division 4 LTG Designate	1,755.48
5785 Division 5 LTG Designate	1,056.00
5786 Division 6 LTG Designate	450.00
5805 Division 11 LTG Designate	1,499.96
5810 Division 12 LTG Designate	1,814.52
5815 Division 13 LTG Designate	1,147.00
5820 Division 14 LTG Designate	1,255.86
5825 Division 15 LTG Designate	450.00
Total 5700 Int Con Officer Stipend	24,527.41
5900 Other District Events	
5905 Leadership Team Education Conf	8,634.15
5925 2018 K-Family Weekend	9,624.74
Total 5900 Other District Events	18,258.89
6000 Service Leadership Programs	
6005 Aktion Club	48.00
6015 Circle K International	5,261.47
6030 Key Leader Expenses	6,071.52
6034 SLP Matching Scholarships	5,000.00
Total 6000 Service Leadership Programs	16,380.99
6100 District Committees	
6115 Finance	330.24
6120 Youth Protection Manager	127.76
6150 Kiwanis Education	438.40
6195 Membership	5,265.59
Total 6100 District Committees	6,161.99
6200 Staff Expenses	
6205 District Sec/Treas Contract	30,000.00
6215 The Capital Builder Editor	6,000.00
6220 The Capital Kiwanian Designer	6,000.00
Total 6200 Staff Expenses	42,000.00
6300 General Expenses	
6310 Pins & Certificates	872.86
6315 Director & Office Insurance	800.00
6320 Annual Audit of Books	750.00
6325 Hosting of Intl. Trustee	183.51
6330 District Office	1,186.99
6335 Office Supplies	1,345.78
6340 Telephone/Internet	1,393.20
6345 Postage & Postage Meter	369.00
6365 Eliminate Project Donations	10,500.00
6370 Bank Fees	160.00
6380 Board Meeting Expenses	1,543.11
6385 Background Checks	77.00

	TOTAL
6396 Internet Applications	757.36
Total 6300 General Expenses	19,938.81
6500 Miscellaneous Expenses	9,250.42
Total 5000 Expenses	222,087.36
8300 2017-2018 Expenses	2,371.79
Total Expenditures	\$224,459.15
NET OPERATING REVENUE	\$1,279.38
NET REVENUE	\$1,279.38

Capital District Kiwanis

STATEMENT OF FINANCIAL POSITION

As of September 30, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 BB&T Bank	
1010 Capital District Kiwanis Intern	12,462.94
1020 Capital District Kiwanis Intern	10,562.04
Total 1000 BB&T Bank	23,024.98
Total Bank Accounts	\$23,024.98
Other Current Assets	
1001 Due From Other	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$23,024.98
Other Assets	
18000 Edward Jones Account	569,553.62
18600 Other Assets	
Total Other Assets	\$569,553.62
TOTAL ASSETS	\$592,578.60
LIABILITIES AND EQUITY	
Liabilities	
Long-Term Liabilities	
27200 Other Liabilities	20,016.61
Total Long-Term Liabilities	\$20,016.61
Total Liabilities	\$20,016.61
Equity	
30000 Opening Balance Equity	0.00
32000 Unrestricted Net Assets	571,282.61
Net Revenue	1,279.38
Total Equity	\$572,561.99
TOTAL LIABILITIES AND EQUITY	\$592,578.60

Capital District Kiwanis
November 6, 2019

At the Kiwanis North America International Secretary and Executive Director meeting in Indianapolis, we were furnished with printout titles District and Provisional District Status Report dated November 4, 2019. It contained status (Acceptable and Deficiency) for all the Districts in Kiwanis.

The areas are:

- Bylaws Compliance
- Convention Reporting
- Annual Financial Audit (including Reviews)
- Government Reporting Compliance (990)
- Growth Efforts (over last 3 years)

Capital District was Acceptable in all areas except Annual Financial Audit where we had a Deficiency. This was due to the Capital District Foundation not submitting either the 990 or Audit Report. The 990 was submitted and received by Kiwanis International and that time was removed. However, the District is deficient because the Audit Report had been submitted.

I had a lengthy discussion with the Kiwanis International Financial Officers – Bob Broderick and Bill Parker - and received clarification on some items I was concerned about.

First, I was always under the impression District could not interfere or appear to have control over the Foundation since it is a C3. According to the Kiwanis International we cannot dictate investment type decision.

All other administrative matters are subject to District oversight. Specifically, Bob and Bill and the COO stated that as District Secretary, copies of all reports should be submitted to me in an expedient manner to include meeting minutes, budgets, 990, and annual financial review.

Based on these discussions and directions, I have informed the Foundation Leadership that in the future the following will be required immediately.

Minutes of Meetings no later than 21 days after the meeting. (Same time frame as exists at the District)

Quarterly (or meeting) financial report no later than 21 days after the meeting.

Annual Tax Return within 30 days of the end of the Kiwanis Year. (October 31)

Audit/Review of financial records. (October 31)

Thomas A Varner
Secretary-Treasurer

DRAFT PROPOSAL TO DISTRICT BOARD

2019-2020 Division and Club Recognition Program

DIVISION RECOGNITION (must have at least 5 clubs in good standing)

- Open at least 1 new club in the division; OR achieve a net increase of +2 in membership of for at least two-thirds of the existing clubs.
- OR, 80% of their clubs in their division have submitted Monthly Reports each month, and;
- 80% of the clubs in their division have provided education on the Youth Protection Guidelines, and;
- All clubs in their division with SLPs have clear Criminal Background Checks for ALL of their Club Advisors.

CLUB RECOGNITION (must complete 6 of 8) Club must be at or above Charter Strength of 15 members

- Net increase in membership; OR sponsorship of a new Kiwanis club.
- Completion of a signature project;
- Sponsorship of at least 1 Service Leadership Program;
- Participation of president and secretary in Club Leadership Education training.
- Club representation in attendance at the District and Mid-Year conventions; or Kiwanis International convention;
- \$10.00 per-member donation to the Kiwanis Children's Fund, or a 10% increase over previous year; and a \$5.00 per-member donation to the Capital District Kiwanis Foundation;
- Submission of all Monthly Reports and Election Results;
- Provide all club members with information on the Youth Protection Guidelines and reported on Secretary Dashboard.

TRUSTEE BOARD REPORT

Three weeks before each regularly scheduled meeting of the Capital District Board of Trustees, each Trustee will submit electronic Regional Board Report to the Secretary/Treasurer with a copy to the Governor. These reports will be included in the Board Book and each Trustee will make a short oral report at the meeting.

For each Division provide the following information:

1. Name of the Division Club Counselor and Growth Chair
 2. Lieutenant Governor submitted copy of club reports to Trustee
 3. Membership growth/decrease
 4. Plans for new club (s)
 5. Plans for new SLP's
-

Division 4

Division Club Counselor: Josh Hiscock and Kennette Mitchell (*Club Coaches – Catonsville*)
 Division Growth Chair: Currently Vacant (*Working with Caren Schumacher to select one*)
Nominees: Rachel Jacobs or Krista Latchaw (Severna Park); Jenn Hiscock or Andrew Wong (Ellicott City); Bill Hand (Crofton)

Visits

As of October 25, 2019, I have completed contact visits at 5 of the 6 clubs in Division 4. The reports of each contact visit have been shared with Trustee Hassman.

Membership

In 2018-2019, Division 4 experienced a net membership decrease of three (3) members. Some clubs saw strong growth (9 members gained at Commodore Mayo), while some clubs experienced deep purges of inactive members (12 members lost from PG County). No club is content with its current membership status; every club is looking for new ways to diversify its membership in many aspects.

We discussed the four-stage process of membership blitzing at the Divisional Council Meeting on October 05, 2019. Over the course of the year, I will share tips and best practices at DCMs and in my monthly newsletter to assist clubs struggling with new ways to grow their membership or retain current members.

Plans for New Clubs

We continue to focus on building a new Kiwanis club in Catonsville. It has been a struggle getting initially interested prospects to follow through. They do not turn out to meetings and some barely answer e-mail messages and online surveys. Getting the club organized and opened has become a growing challenge. Because of our inability to muster consistent and passionate interest from our new members and interested prospects, it has been difficult to find any additional new potential members to boost the roster to charter strength. As many months have passed since our initial blitz effort, leads have grown cold and interest is dwindling. The short-term pathway forward is to make this club a satellite group of the Kiwanis Club of Ellicott City and to continue to search for new members while energizing and training the individuals who have already paid and committed to Kiwanis.

TRUSTEE BOARD REPORT
Mason Dixon Region
Renee Mackey, Trustee
November 16, 2019

Division 6

Lt. Gov. Communication

Received Club Contact Visit Report from Lt. Gov. Don Dudey. He had one club yet to visit as of 10-23.

Club News

Three clubs have started to build a membership growth plan but the other six need to begin. Don will discuss this at the upcoming DCM on Nov. 9 which I plan to attend.

SLP's-There are six clubs that sponsor one or more SLP's. All are active and have at least one Kiwanian attend the majority of the SLP meetings.

Division 7

Lt. Gov. Communication

Received Club Contact Visit Report Form from Lt. Gov. Bill Butts

Lt. Gov. Bill Butts and I had a conference call on October 23 regarding methods of communication between clubs on service projects and fundraisers. He is working on his Lt. Gov. goals for the year.

Club News

Frederick Club-2 new members plus one perspective

Frederick and Suburban Frederick Clubs combined on October 1. I did the inductions because Lt. Gov. Bill Butts was doing another club. There is a Vice President vacancy.

Hagerstown Club

I attended their installation of new officers on October 3. Induction conducted by Lt. Gov. Bill Butts

The Membership Chair John Roney will present 3-4 prospective new members to the board at their next meeting in November.

SLP's- They have three clubs. All are active and have sponsors.

Division 8

Lt. Gov. Communication

I have yet to receive the Club Contact Visit Report from Lt. Gov. Al Siebert.

Club News

Club Coach is John Westervelt.

Dennis Grubbs was elected to the Capital District Foundation Board 2019-2022.

An officer training was held on July 27.

Strasburg Club challenges between the morning and evening meetings are being addressed by Ed Daley, former Lt. Gov. The club is now at 9-10 members. The new President Harriet Harris will work on a membership campaign hoping to draw in potential member from the Woodstock area.



TRUSTEE BOARD REPORT

November 16, 2019

Division 1

Lt. Governor Sheila Traynham Lt. Governor-elect Landus Burroughs

Club Counselor(s) Jackie Lowe & Will Nathan

Club Opener(s) Serena Bell & Linda Peters

Growth Chair N/A

Contact Visit Report "In progress"

Monthly Reports- 2 clubs have not filed for September 2019

Membership Growth/Decrease 2018- 2019 (-6) [2019- 2020 YTD (+4)]

- 5 clubs started the year with memberships below 15
- 2 clubs had positive growth for the 2018- 2019 year

Plans for new club(s) TBD

Plans for new SLP(s) N/A

Kiwanis Children's Fund President's Challenge 2019- 2020 Goal \$750.00

- \$6.00/member is the requested contribution and will exceed the goal above

Capital District Foundation 2019- 2020 100% Club Participation

Council Meeting was held on November 9, 2019

Division 2

Lt. Governor Catie Dugan-Vargas Lt. Governor-elect TBD

Club Counselor(s) Carolyn Richar, Randy Zeigler, Kristina Dlugozima & Jennifer Wolff

Club Opener(s) Jeffrey Wolff, Dave Diesselhorst & Brian Bell

Growth Chair N/A

Contact Visit Report "In progress"

Monthly Reports- 3 clubs have multiple reports missing for 2018- 2019

Membership Growth/Decrease 2018- 2019 (-11) [2019- 2020 YTD (+2)]

- 2 clubs started the year with memberships below 15
- 5 clubs had positive growth for the 2018- 2019 year

Plans for new club(s) TBD

Plans for new SLP(s) Independence High School chartered on 10/15/2019

Kiwanis Children's Fund President's Challenge 2019- 2020 Goal \$6,318.40

- \$24.88/member needed to achieve the above goal

Capital District Foundation 2019- 2020 82% Club Participation

Council Meeting were held on October 19, 2019 adn November 9, 2019

Division 3

Lt. Governor Richard Ruprecht Lt. Governor-elect TBD

Club Counselor(s) Kelly Boswell & Jenny Plummer-Welker

Club Opener(s) Emily Ferren

Growth Chair N/A

Contact Visit Report "In progress"

Monthly Reports- 1 clubs has not filed for June 2019

Membership Growth/Decrease 2018- 2019 (-33) [2019- 2020 YTD (+5)]

- 2 clubs started the year with memberships below 15
- 2 clubs had positive growth for the 2018- 2019 year

Plans for new club(s) TBD

Plans for new SLP(s)

- Seneca Valley High School Key Club (Montgomery Village)
- Springbrook High School Key Club (Wheaton- Silver Spring)
- John L. Gildner Regional Institute for Children and Adolescents [JLG-**RICA**] Key Club (Bethesda)

Kiwanis Children's Fund President's Challenge 2019- 2020 Goal \$1,471.36

- \$11.15/member needed to achieve the above goal

Capital District Foundation 2019- 2020 88% Club Participation

Council Meeting were held on October 10, 2019 and November 14, 2019

Additional Comments:

Counselors & Openers are from the 5-23-2019 report so may change on my next report. The region had a net loss of 50 members and 2 charter surrenders reported (Olney and La Plata) during the administrative year. The district Full Education Report is concerning given it includes reported educational training offered in person and online to this year's officers/clubs.

	# of clubs	President Training	Secretary Training	Youth Protection Guidelines
Division 1	9	4	3	1
Division 2	11	3	3	0
Division 3	7	1	5	0
	27	8	11	1

Elana T. Gardner

10/31/ 2019

SOUTHEAST VIRGINIA TRUSTEE BOARD REPORT - as of 26 Oct 2019

Southeast Virginia Region
 TRUSTEE BOARD REPORT
 Ron McCallum, Trustee
 November 16, 2019
 Fredericksburg, VA

2019-2020 Regional Growth Summary: +2 members net, 1,006 total members, no new club opened...yet! 3 of 29 clubs positive net growth, 1 of 29 clubs negative net growth. Five of 29 clubs with less than Charter-strength,

Division 12 (LTG James Shackelford)

1. Name of the Division Club Counselor and Growth Chair: Club Counsellors - Mary Beth Murphy, Dave Rothberg, Caren Schumacher, James Shackelford and Missy Zimmerman. Growth Chairs - Murphy, Rothberg, Schumacher, Shackelford, Missy Zimmerman and Scott Zimmerman.
2. Lieutenant Governor submitted copy of club reports to Trustee: Visits completed. Contact Visit Report due NLT 30 Nov 19
3. Membership growth/decrease: +1 Total 500... 2 of 9 clubs have net growth ... 1 of 9 clubs is net negative. All clubs are above Charter-strength.
4. Plans for new club (s): King William and West Point are two potential areas. Initial review/analysis worked has been completed. During the next few weeks will have a decision where to concentrate our efforts. Recently, the Warsaw area, or area north of Tappahannock, has popped up on my radar. An analysis for a potential club will probably not be done until a club has been formed in one of the first two areas.
5. Plans for new SLP's: (1) Work has commenced for a Key Club in Charles City, club sponsor New Kent. A Faculty Advisor has been identified. A group of 15 students have been identified. Meetings and conversations are on going. Hope to have club paper work submitted to KI within the next 30 days.
 (2) Discussions have taken place with Principal of New Kent High School. New Kent club to be sponsor. There is a great deal of interest, both at the school and the Kiwanis New Kent Club. A Faculty Advisor has not been identified. As soon as that happens, I expect to see process accelerate. Hope to have club in place by end of year.
 (3) There is some interest in restarting the Lancaster High School Key Club (charter suspended). The club was sponsored by the Northern Neck Club and they are having on going discussions with school administrators. There is no firm conviction yet that the club will be re-established.

- New Kent had its first club fund raiser 10/26. They sold approximately 180 quarts of Brunswick stew. Estimate about \$1,100 profit. Funds for two Key Clubs.

- As of 8 Aug 19, ALL Division 12 club had conducted elections, and submitted election reports for 2019-2020!

LTG Concerns:

- Loss of club members.

Division 13 (LTG Bill Black)

1. Name of the Division Club Counselor and Growth Chair: Club Counsellor - Wesley Brown, Growth Chair - Bill Black
 2. Lieutenant Governor submitted copy of club reports to Trustee: Yes
 3. Membership growth/decrease: +1 Total 208 1 of 9 clubs has net growth. Seven of 9 clubs are above Charter-strength, but 6 of the 9 clubs have 20 members or less.
 4. Plans for new club (s): None. Only 2 of 9 clubs in the division are “healthy” size, although most are very active and serving their communities. Emphasis will be put on strengthening/increasing membership in these clubs, rather than opening a new club. This is a geographically compact division, thus opening a new club will likely pull members from existing clubs.
 5. Plans for new SLP's: New SLPs are a priority with the start of a new school year. Have some encouragement on a new Key Club at Kecoughtan High School, where there is a willing Faculty Advisor.
- The Peninsula at Oyster Point club, which was considering closing or merging, now has an active and growing Satellite Committee. This club is successful but lack of growth is frustrating older members. This is a prototypical “old” club and needs some fresh, younger members, but the Satellite Committee is helping and will be the future of the club.
 - Newport News City Center club has worked things out with KI and its Charter has been reinstated. It is coming along with several new members set to join in November. This is a 3-2-1 club that only meets twice each month, which doesn't provide much continuity. A year ago this club was set to fold and it is now growing...currently at 11 members.
 - As of 26 October 19, City Center, Peninsula at Oyster Point, and Smithfield have not yet conducted elections, and/or submitted election reports for 2019-2020. ;-(
 - The rest of the clubs are hanging in there.

Division 14 (LTG Joe Flanagan)

1. Name of the Division Club Counselor and Growth Chair: Club Counsellors - Nancy Simonelli. Growth Chair - Richard Morris
2. Lieutenant Governor submitted copy of club reports to Trustee: Contact Visit Report due NLT 30 Nov 19.
3. Membership growth/decrease: 0 Total membership 298. Eight of 11 clubs are above Charter-strength.
4. Plans for new club (s): Harbor View in Suffolk (could start as a Satellite Committee of existing Suffolk Club).
5. Plans for new SLP's: Ocean View Beach Club is still planning on reopening a Key Club in Granby High School. Ocean View Beach Club has cultivated a relationship with Granby High School by providing annual scholarships to them.

LTG has ideas to step up that process, like having the Faculty Advisor for Key Club at Cox HS and now a member of the Virginia Beach Kiwanis Club, Vicky Faircloth, consult with teachers and students at Granby HS.

- Cox HS has an even larger Key Club this year and next month they will increase their packed lunches for the homeless to 1700! An amazing assembly line that accomplishes this in 30 minutes on Nov.15th.
- As of 26 October 19, Churchland, Great Bridge, and Virginia Beach Town Center have not have not yet conducted elections, and/or submitted election reports for 2019-2020. ;-(



CAPITAL DISTRICT KIWANIS INTERNATIONAL

Quarterly Committee Report & Committee Evaluation

Committee: Capital District Aktion Club

Date: November 2019

Chairperson: Jennifer Hiscock

To be completed by the Committee Chairperson and submitted to the District Secretary and supervising District Trustee no later than 21 days before each quarterly District Board Meeting.

1. COMMITTEE MEMBERSHIP

Committee fully staffed: Yes ___

No X [Note: Regions without representation below.]

Chesapeake Bay	<u>YES</u>	NO
Heart of Virginia	<u>YES</u>	NO
Mason-Dixon	<u>YES</u>	NO
National Capital	YES	<u>NO</u>
Southeast Virginia	YES	<u>NO</u>
Southwest Virginia	YES	<u>NO</u>

Chesapeake Bay- Steve Cohen; Heart of Virginia- Pam Miller; Mason Dixon- Jennifer Hiscock, Joshua Hiscock

2. KIWANIS YEAR GOALS (list all committee's annual goals)

GOAL	% Complete
The Aktion Club committee will arrange for and identify an Aktion Club speaker each K family convention (Kiwaniis, CKI, and Key Club) to strengthen the bond between the various programs and promote K family interaction.	0/3 = 0%
The Aktion Club committee will charter three (2) new clubs within the Capital District.	0/2 = 0%
The Aktion Club Committee will promote this branch of the Service Leadership Programs family at all opportune times in order to hit 350 members within the district.	271/350 = 77%
The Aktion Club committee chair will create a monthly newsletter for club and Kiwanis advisors related to club management, service project ideas, and partnering opportunities with other branches of the K family.	1/12 = 8%
The Aktion Club committee will provide training opportunities for Capital District Kiwanis members at DCON, CKI DCON, Key Club DCON, and other regional events as invited.	0%
The Aktion Club committee chair will add at least one (1) Kiwanis member from each region of the district.	3/6 = 50%

3. CHALLENGES OR ASSISTANCE NEEDED (use continuation sheet if necessary):

- Assistance with finding Kiwanis Clubs who are willing to sponsor an Aktion Club; there is certainly community interest!

4. COMMENTS (use continuation sheet if necessary):

- Terrific participation from Kiwanis members during the Aktion Club session that was held at District Convention
- I have created a one-page handout on the steps to building an Aktion Club for clubs to use as a resource
- There is still no Aktion Club coordinator at Kiwanis International (position was vacated in November 2018) and as a result, districts are on their own
- Aktion Club Week is scheduled for March 2-6, 2020

SIGNED: *Jennifer L. Hiscock* 11/03/2019

Kiwanis

To: Capital District of Kiwanis Board of Trustees
 From: Serena Bell, Capital District of CKI District Administrator
 Date: November 16, 2019
 Subject: Capital District of CKI (CDCKI) Update

Dear Kiwanis Board of Trustees,

The CKI 2019-20 year is well underway. This year, a Club President monthly roundtable has been held consistently. This offers the opportunity for clubs to provide updates and support each other as clubs face similar challenges or are looking for new ideas for their Circle K club. Clubs enthusiastically participated in CKI week in October through on-campus events and social media posts.

Past District Events

- **Fall Membership Rally (FMR)** was held on October 11-12 at the Holiday Lake 4H in Appomattox, Virginia. Attendees had the opportunity to meet club members and officers across the district, contributed to service projects, attended workshops and participated in leadership training and team skill-building activities.

Membership Dues and Club Status

The 2018-2019 Circle K service year concluded with a Capital District membership of 497 paid members in 22 clubs. Capital was the 3rd largest district by dues-paid members, behind California-Nevada-Hawaii and New York.

Dues opened for payment on October 1. As of 10/30/2019, CDCKI has received dues from 4 clubs and 48 members. After December 1, dues will be considered late.

Save the Date

CKI DCON 2020—Friday, February 21 to Sunday, February 23 at the Holiday Inn Front Royal Blue Ridge Shadows. More information coming soon.

Respectfully,

Serena Bell
 District Administrator, Capital District of CKI
 Past President, Kiwanis Club of Washington, D.C.





Committee: Finance

Date: 10/25/2019

Chairperson: Bob Wright

To be completed by the Committee Chairperson and submitted to the District Secretary and supervising District Trustee no later than 21 days before each quarterly District Board Meeting.

1. COMMITTEE MEMBERSHIP

Committee fully staffed: Yes ☒ No ☐ [Note: Regions without representation below.]

Trustees have been very active and willing to share their views and suggestions.

2. KIWANIS YEAR GOALS (list all committee's annual goals)

GOAL	% Complete
Review trends in CapDist Kiwanis, Circle K, Key Club budgets to ensure expenditures are appropriate and reasonable, and funding is in line with a balanced budget. Make appropriate recommendations to the Board. [Jan 28, 2020]	50
Monitor CapDist Kiwanis, Circle K, Key Club budgets during year to identify any spending abnormalities (things that seem out of line) and address any funding shortfalls. Make appropriate recommendations to Board. [Jan 15, Apr 15, & Jul 15, 2020]	0
Prepare, with the treasurer and SLP representatives, balanced end-of-year CapDist Kiwanis, Circle K, Key Club budgets for 2020-2021. [Jul 1, 2020]	0

3. CHALLENGES OR ASSISTANCE NEEDED (use continuation sheet if necessary):

Will need the Bylaws and Policy Committee to address policy issues identified during review of financial impact of district stipends and reimbursement requested by Gov Lurie at Sep 2019 K Family Weekend.

The review of district stipends and reimbursement will be an ongoing effort. We will continue monitoring spending with an eye toward keeping expenses within the revenue available.

4. COMMENTS (use continuation sheet if necessary):

This committee held its first meeting via teleconference on Oct 24 (4 voting [1 excused], 3 nonvoting members present) and had good discussions on both agenda items. This committee will hold another on Nov 16 to finalize recommendations on stipends and reimbursement.

At the Nov16, 2019 board meeting the committee will present

- Recommendations regarding the district's use of stipends and reimbursement. Some will necessitate Bylaws and Policy Committee action.
- Proposed midyear conference committee's budget. The committee was pleased with the submission and has a few suggested changes.

SIGNED: Robert C. Wright

February 8, 2012



Membership & Education Future Dates

YEAR	EVENT	LOCATION	DATES
2020	North America Regional Governor Conference	Las Vegas	January 3-5
2020	North America Regional Governor Conference	Dallas (DFW)	January 10-12
2020	ASPAC Education Conference	Kathmandu, Nepal	March 2-4
2020	ASPAC Convention	Kathmandu, Nepal	March 5-7
2020	Kiwanis International Convention	Indianapolis	June 17-20
2020	Governor-Elect Conference	Indianapolis	October 21-25
2021	North America Regional Governor Conference	Las Vegas	January 8-9
2021	North America Regional Governor Conference	Dallas	January 15-17
2021	ASPAC Education Conference	Sendai City, Japan	March 8-10
2021	ASPAC Convention	Sendai City, Japan	March 10-13
2021	Kiwanis International Convention	Salt Lake City, UT	June 23-26
2021	Governor-Elect Conference	Indianapolis	October 20-24
2022	North America Regional Governor Conference	Las Vegas	January 7-9
2022	North America Regional Governor Conference	Dallas (DFW)	January 14-16
2022	Kiwanis International Convention and ASPAC Convention (same venue, ASPAC Convention held prior to ICON)	Manilla, Philippines	
2022	Governor-Elect Conference	Indianapolis	October 19-23



Committee: _____

Date: _____

Chairperson: _____

To be completed by the Committee Chairperson and submitted to the District Secretary and supervising District Trustee no later than 21 days before each quarterly District Board Meeting.

1. COMMITTEE MEMBERSHIP

Committee fully staffed: Yes ____

No ____ [Note: Regions without representation below.]

Chesapeake Bay	YES	NO
Heart of Virginia	YES	NO
Mason-Dixon	YES	NO
National Capital	YES	NO
Southeast Virginia	YES	NO
Southwest Virginia	YES	NO

2. KIWANIS YEAR GOALS (list all committee's annual goals)

GOAL	% Complete

3. **CHALLENGES OR ASSISTANCE NEEDED** (use continuation sheet if necessary):

4. **COMMENTS** (use continuation sheet if necessary):

SIGNED: _____

February 8, 2012