Capital District, Kiwanis International
Board of Trustees Meeting
September 19, 2021 – Agenda Point
2021-2022 District Budget

BACKGROUND AND PURPOSE:

The 2021-2022 Finance Committee met on August 20, 2021, at the Hotel Roanoke. We reviewed the budget proposals for the various committees and events for the district, as well as the overall district budget for 2021-2022. As a result, the following committee action was taken:

Capital District Key Club: Motion made by PG Scott Zimmerman and seconded by S-T Jeffrey Wolff to approve the budget as submitted with Gross Profit of $230,000.00, Expenditures of $253,150.00 for a Net Revenue of $(23,100.00). It was reported that this budget does not include the funding for when the members of the West Virginia Key Club are merged with the Capital District Key Club after April 1, 2022. The motion passed unanimously.

West Virginia District Key Club: Motion made by G-E Elana Gardner and seconded by S-T Jeffrey Wolff to approve the budget as submitted with Total Expenditures of $182,000 with no revenue indicated. It is noted that this budget is until March 30, 2022, as the WV Key Club will be dissolved and merge with Capital District Key Club April 1, 2022. Several attempts were made by S-T Jeffrey Wolff to obtain better document for the request submitted. G-E Elana Gardner reported that she had a conversation with WV Key Club Administrator John Kyle. He indicated that no funds have been spent from his budget to-date. He explained that the Miscellaneous Expenses covered Awards and the Adult Committee. Although the committee still had some questions, the motion passed unanimously.

2022 DCON in Baltimore: Motion made by Trustee Josh Hiscock and seconded by PG Scott Zimmerman to approve the budget as submitted with Total Income of $32,950.00 and Total Expenditures of $34,960.00 for a Deficit of $(2,010.00). After discussion, it was agreed that the budget would be referred back to the DCON 2022 Committee to adjust for a cost neutral budget.

2022 Mid-year Conference in Williamsburg: Motion made by S-T Jeffrey Wolff and seconded by PG David Lurie to approve the budget as submitted with Total Income of $32,324.00 and Total Expenditures of $32,324.00. It was recognized that this is the 2021 budget for the exact same location and event. The motion passed unanimously.

Capital District CKI: Motion made by S-T Jeffrey Wolff and seconded by G-E Elana Gardner to approve the budget as submitted with Total Income of $39,225.00 and Total Expenditures of $39,225.00. With no discussion, the motion passed unanimously.

Key Leader: Motion made by Trustee Josh Hiscock and seconded by PG Scott Zimmerman to approve the budget as submitted with Total Revenue of $20,000.00 and Total Expenses of $17,624.00 for an estimated profit of $1,076.00. Committee Chair Missy Zimmerman made a presentation to the committee on her request. It was stated that 40 attendees would be needed for a successful event. The motion passed unanimously. However, Trustee Josh Hiscock indicated he would bring up discussion at the District Board meeting later today the impact Covid is having and the safety of this event**. (NOTE: This event was cancelled by a vote of the District Board later that day).**

2021-2022 Capital District Combined Operating Budget: Motion made by S-T Jeffrey Wolff and seconded by G-E Elana Gardner to approve the 2021-2022 combined operating budget for the Capital District with Total Revenue of $201,276.00 and Total Expenditures of $255,654.60 for a Net Operating Revenue of $(54,378.60). Discussion noted that the district historically submits a negative revenue budget. History also shows that several items under Expenditures are not met. Also, the district has adequate funds in their reserve account to cover this deficit, if necessary. The Chairperson briefly reviewed Goals and Budget Requests submitted from select committees. He noted the Achievement budget was increased $500.00 by the Executive Committee. He and other committee members discussed concerns that some committees were requesting funds for travel, printing, postage, and shipping in the age of zoom and email. It was agreed that these areas would be monitored during the year and respected the committee chairs would spend wisely. S-T Jeffrey Wolff also explained that the new budget formant does not list events (DCON, Midyear, etc.) in their own category or line item, but groups the activity, such as all meals, hotels/lodging, and travel together. The motion passed unanimously and will be forwarded to the 2021-2022 District Board for review and approval.

REQUESTED BOARD ACTION:

MOTIONS TO BE MADE:

Approval of the 2021-2022 Operational Budgets of CKI, Capital District Key Club, West Virginia Key Club, and Kiwanis.

Approval of the 2022 Event Budgets for Midyear Conference and District Convention.

IMPACT: See notes under **2021-2022 Capital District Combined Operating Budget**

Respectfully submitted,

Dennis Baugh, Chair