

MINUTES OF THE OFFICIAL MEETING OF THE 2016-2017 DISTRICT BOARD OF
TRUSTEES OF THE FLORIDA DISTRICT OF KEY CLUB INTERNATIONAL
9:00 A.M., SUNDAY, JUNE 12, 2016
Tampa, Florida

Call to Order

Governor Martha Hagan called the board meeting to order at 8:55 AM.

Invocation

Division 1 Lt. Governor Le'Ondriz Holloway led the Invocation.

Pledge of Allegiance

Division 12 Lt. Governor Caitlin Collins led the Pledge of Allegiance.

Roll Call

District Secretary Sabrina Flores took roll call and recorded the 2016-2017 Board Members present.

2016-17 Board Members Present

District Governor Martha Grace Hagan	LTG Div. 14A Venessa Seymour	LTG Div. 26B Sophia Bazo
District Secretary Sabrina Flores	LTG Div. 14B Joe McGonnigal	LTG Div. 26C Alyssa Bell
District Treasurer Alyssa Frank	LTG Div. 14C Ashley Johns	LTG Div. 26D Jacie Mascarenhas
District Editor Jada Muhammad	LTG Div. 15A Amanda Laferriere	District Admin. Donna Parton
District Webmaster Yuria Utsumi	LTG Div. 15B Odalis Hernandez	Assist. District Admin. David McCampbell
Executive Assistant Gabriela Charlot	LTG Div. 16 Sheana Ward	ICON & Finance Admin. Bob Parton
LTG Div. 1 Le'Ondriz Holloway	LTG Div. 17 Allan Orr	Zone Admin. A Jack Gander
LTG Div. 2A Kaylyn Rhodes	LTG Div. 18 Samantha Gallahan	Zone Admin. B Sam Kerce
LTG Div. 2B Jonathan Toledo	LTG Div. 19A Haley Gamez	Zone Admin. C Beverly Baird
LTG Div. 3A Maryann Herrera	LTG Div. 20A Noel Vincent	Zone Admin. D Bob Filichia
LTG Div 3B Rida Darji	LTG Div. 20B Maria Landron	Zone Admin. E Jim Powell
LTG Div. 4 Marissa Molloy	LTG Div. 21 Alyssa Clare	Zone Admin. F Richard Osso
LTG Div. 5 Leigha Woods	LTG Div. 22 Jonathan Bastida	Zone Admin. G Kerri Gordon
LTG Div. 7 Lexia Garay	LTG Div. 23A Melissa Rowe	Zone Admin. H Pamela Edwards
LTG Div. 8 Elena Havemann	LTG Div. 23B Rebecca Yap	Zone Admin. I Elizabeth Kominar
LTG Div. 9 Lance Moser	LTG Div. 24A Robin Moscovitch	Zone Admin. J Richard and Gwen Leys
LTG Div. 10A Pareena Sharma	LTG Div. 24B Caleb Neale	Zone Admin. K-25 Lana Nudel
LTG Div. 10B Rabea Rehman	LTG Div. 25A Daniel Iglesias	Zone Admin. K-26 Dawn Campbell
LTG Div. 10C Deven Harridan	LTG Div. 25B Natalie Antenor	Zone Admin. L Dalton Yancey
LTG Div. 11 Sophia Byrd	LTG Div. 25C Joshua Gibson	Zone Admin. M Margaret Williams
LTG Div. 12 Caitlin Collins	LTG Div. 26A Roberto Pupo	
LTG Div. 13 Lillian Shirley		

Absentees

LTG Div. 6 Dawson Oliver
LTG Div. 19B Yiset Garcia

Introduction of Guests

Kiwanis Governor Celia Earle

CKI Governor Jackie Aranibar
Kiwanis Governor-Elect Gary Frechette
Kiwanis Treasurer Todd Smith
CKI Legal Chair Cathleen Shaju
Special Guest Gary Williams
Special Guest Elizabeth Scott

Adoption of Agenda

Division 24B Lt. Governor Caleb Neale moved to adopt the agenda. Motion was seconded and carried.

Approval of House of Delegates Minutes

Division 25B Lt. Governor Natalie Antenor moved to approve the House of Delegates minutes. The motion was seconded and carried.

Approval of Spring Board Meeting Minutes

Division 15A Lt. Governor Amanda Laferriere moved to approve the Spring Board Meeting Minutes. The motion was seconded and carried.

Approval of Resignations

Division 25A Lt. Governor Daniel Iglesias moved to approve the resignation of Division 19B Lt. Governor Yiset Garcia. Motion was seconded and carried.

Approval of Appointments

Division 24C Lt. Governor Joshua Gibson moved to approve the appointments of Division 19B Lt. Governor Juan Cabrera and DCON Chair Hannah Rosenbaum. Motion was seconded and carried.

Installation of Appointments

Kiwanis Governor-Elect Gary Frechette installed DCON Chair Hannah Rosenbaum.

Approval of Committee Chairs

Executive Assistant Gabriela Charlot moved to approve the appointment of the committee chairs:

- Awards and Contests – Joshua Gibson
- District Large Scale Service Project (DLSSP) – Rabeea Rehman
- Education – Odalis Hernandez
- Membership Development – Maria Landron
- Endowment – Caleb Neale
- Governor's Project – Noel Vincent
- Legal, Elections, and Credentials – Alyssa Clare
- Marketing – Roberto Pupo
- Public Relations – Ashley Johns
- Scholarships – Pareena Sharma
- Service and Major Emphasis – Marissa Molloy
- Trick-or-Treat for UNICEF – Jonathan Bastida

Approval of Committee Reports (Exhibit A)

No vote was needed for committee reports. The committee reports were filed.

Executive Committee Reports

Governor Martha Hagan

Since District Conference, I have been extremely busy setting the foundation for the upcoming 2016-2017 Key Club year. In doing that, I have decided committees, appointed committee chairs and assigned every Board member to a committee, established committee directives, prepared presentations, meetings and reports for this Training Conference, aided in the promotion of International Convention, established District goals for the next year, reached out to Florida Kiwanis and Florida Circle K Governors to form relationships, and began to publicize my Governor's Project, Feeding our Future. I have reached out to other District Governor's across the world to learn more about my position after being absent from Governor Training due to DCON. In addition, I have made numerous phone calls to Lt Governors, sent reminders, and responded to numerous emails with feedback and decisions. I would like to thank you all for all of your hard work and persistence with your divisions. I would like to emphasize that my role to you is to help you with your clubs and committees. Please never hesitate to reach out to me by phone or email with any questions or concerns you may have. This concludes my report.

Secretary Sabrina Flores

Since DCON, I made and sent out the DCON Board Meeting Minutes. I updated the bylaws to reflect the amendments made during House of Delegates. I have created and updated the District Board Directory and the District Board Data Sheet. I have created and sent out Club Secretary Newsletters for the month of June. This newsletter was sent out to all Secretaries, Faculty Advisors, and Kiwanis Advisors. It covers topics pertaining to the club secretary's role. I have used Facebook and Remind 101 to remind the club secretaries about pride report deadlines from the 25th of the month of May. As pride reports are coming in I have been responding with feedback and checking them to make sure total service hour calculations are also accurate. The district hours spreadsheet has also been updated for the months of March, April, and May. Webmaster Yuria and I have helped clubs and District Board Members solve any the OPR issues. I have contacted the three newly chartered clubs in the district welcoming them to the Florida District and provided them with instructions on how to register with the OPR System. In the coming weeks, I plan on assisting Lt. Governors with the clubs that have not submitted OIFs. If you have any questions on anything please let me know I am happy to help. Thank you this concludes my report.

Treasurer Alyssa Frank

Since DCON I have been establishing a relationship with each club treasurer. I am doing this by contacting each club treasurer and asking about different aspects of their club in regards to the treasurer duties, such as club dues. I am making a spreadsheet that will organize all the information, in which it will be sent to the District Board. In regards to the budget, I have been working with Mr. Parton to approve vouchers, such as DCON scholarships and subsidies. I have been updating the budget in correspondence with the vouchers. I was able to meet with the executive board after DCON, in which we received training. As a district our total assets are \$804,001.93 and our total liabilities and equity is \$804,001.93. We are in the process of approving a FLOF grant for Boca High. They will be creating a community garden. In regards to monthly communication, I have produced a treasurer newsletter that I will be sending out monthly for clubs to refer to events and club treasurer requirements. I am in the process of setting up a remind account for club treasurers that will be updating them constantly on deadlines. I have

been brainstorming the ideas to change the dues page to make it user-friendly. A guide will be posted soon explaining in detail how to pay dues. It is a step-by-step process that allows clubs to pay dues quick and easy. I look forward to working with all of you and this concludes my report.

Editor Jada Mohammad

Since this past District Convention, I have been busy familiarizing myself with my position. I have been in contact with the Editors of all the clubs, reaching out to them and inquiring ways I can assist them with their goals for the upcoming year. I have sent out reminders on deadlines, created newsletter checklists for the Lieutenant Governors, and released our first executive newsletter for this year. This year's first issue of The Sunshine Source was created and published on the Florida Key Club website and I have begun to work on the second issue which will be published in August.

My most recent accomplishment has been the reviewing and editing of the newsletters I received from the Lieutenant Governors. I created a new system of review for the newsletters where progress can be tracked and the repetition of mistakes can be avoided in future issues. During the upcoming months, I will be continuing to work on the second issue of The Sunshine Source. Also on my to-do list is the monthly release of KeyFeed, the new name for our executive newsletter, and continuing to build a relationship with the Editors of the club level. I will also continue to remind my fellow board members of their deadlines, offer my advice to Lieutenant Governors on their newsletters, and serve as an attentive Executive Advisor to the committees I have been assigned to. This concludes my report.

Webmaster Yuria Utsumi

Since DCON, I have helped resolve numerous OPR and email issues, updated the district website with new board members' information, sent out various login information, and updated email distribution groups for various committees. I have also uploaded new and revised documents & resources to keep the website up-to-date. For those of you attending the International Conference in July, please note that the ICON page has also been updated and contains important information, such as the trip schedule, convention schedule, and forms for various activities. Currently, I am working on making changes to the website to improve its functionality, including changing the organization of the dropdown menu, displaying featured pages on the home page, and decluttering the documents & resources page. Once the committees are up and running, I plan on working with the Public Relations committee to complete this task. In addition to making improvements to the website, I also plan on updating the website to reflect new committee assignments and posting new board pictures. On a final note, if you ever have any feedback or suggestions regarding the district website, please feel free to email me. Also, if you would like to change your email password, please let me know. This concludes my report.

Executive Assistant Gabriela Charlot

Since DCON, I've been doing a few things. I've worked with Martha to make a new LTG report point system and I've updated the LTG tracking sheet for this year. I've also tracked the Lieutenant Governor's introductory emails and newsletters. I will also be sending out updates and reminders to those who I didn't receive newsletters from very soon as well as reminders for ZAs and LTGs to work together to complete monthly reports in order to ensure that monthly reports are filled out completely and accurately. This concludes my report.

Old Business

There was no old business to report.

New Business

August Board Meeting: The August Board Meeting will be held on August 12-14. Committee reports and documents will be approved by the Board at the August Board Meeting. Kiwanis DCON will be August 4-7. Interested board members can email Martha for more information.

International Trustee Remarks

Governor Martha read International Trustee Amy Jiang's remarks.

“Greetings Florida Leaders,

My name is Amy Jiang, and I currently serve as your international trustee. At International Convention in early July, Key Clubbers from across the world will elect a new international board consisting of one international president, one international Vice President, and 11 international trustees. My term ends when ICON ends so y'all will receive a new international trustee by the end of July for the 2016-17 year.

My job as an international trustee is to act as liaison between the international and district level. I serve the districts of Illinois-Eastern Iowa, Eastern Canada, and, of course, Florida! Through electronic correspondence, I keep my districts up to date about news on the international level and also report to international about district events.

I know y'all might be a bit overwhelmed by all this information so let's talk a little about y'all-y'all were entrusted by the members to serve them as a district officer whether you are a lieutenant governor or staff member. Y'all are about to begin the wonderful journey of reports, newsletters, and friendships. Remember to stay focused on service, the members' needs, and deadlines and commitments. I had the privilege of meeting some of y'all at DCON and can tell that this is going to be a wonderful district board as y'all are full of motivation, determination, and spirit. It's going to be great, and I can't wait to watch y'all progress throughout this year!

Earlier I spoke about international convention, and I would like to touch up again on the importance of your attendance at ICON. At ICON, you can elect your new international board, exchange ideas and projects with Key Clubbers from across the world, and attend educational and meaningful workshops. The Florida District has a planned tour that will showcase all that Atlanta, Georgia has to offer. I strongly encourage y'all to attend ICON-it's a once in a lifetime opportunity!

I wish I could be there with y'all as y'all grow as servant leaders! However, feel free to reach out to me if you have any questions or comments. I hope to see y'all soon at ICON!

Yours in service,
Amy Jiang”

Kiwanis Governor Remarks

Kiwanis Governor Celia Earle reminded the board that they are a team and to be responsible with time management. She hopes to see more positive strides from the board to continue impacting the district and their divisions.

Kiwanis Governor-Elect Remarks

Kiwanis Governor-Elect Gary Frechette gave his remarks and proclaimed his love for the district board members. He reminded the board that when he enters his year as Kiwanis Governor he will be committed and expect the same commitment from the board. He is excited for the coming year.

Circle K Governor Remarks

CKI Governor Jackie Aranibar gave her remarks. She thanked the board for inviting CKI to their board meeting. She encouraged everyone to work with the Kiwanis Family.

Zone Administrators' Remarks

Zone Administrator Sam Kerce reminded the board they will face challenges, but if they work hard the fall and spring of their term will come easier. He emphasized the importance of communication in the relationship between Lt. Governors and Zone Administrators. He echoed CKI Governor's sentiment to stay involved and communicate.

Zone Administrator Jack Gander reminded the board that they are surrounded by support throughout their term.

Zone Administrator Pamela Edwards thanked the board for a great weekend and being respectful to the hotel.

Assistant District Administrator's Remarks

David McCampbell reminded the board that their role as a district board member is service in the highest caliber. He explained that though the work seems more administrative, this work serves clubs to make them better Key Clubs who in turn serve their communities.

District Administrator's Remarks

District Administrator Donna Parton reminded the board of the starfish story and to live it for the rest of their lives. She also asked the board to "eat the frog" in their term and that she is proud of their accomplishments.

Key Club Pledge

Division 10B Lt. Governor Rabeea Rehman led the Key Club Pledge.

Benediction:

Division 22 Lt. Governor Jonathan Bastida led the Benediction.

Adjournment

District Governor Martha Hagan adjourned the meeting at 9:52 A.M.

Respectfully submitted,

Sabrina Flores
District Secretary

EXHIBIT A – Committee Reports

Awards Committee Report (Chair: Joshua Gibson)

The Awards and Contests Committee decided upon a deadline for the pre-DCON will be on March 7th at 11:59PM and judging will be on March 11th. When discussing times and dates for monthly conference calls the Committee decided that we will have monthly conferences and the first conference will be on the 17th of June at 12:00PM and will go on for around an hour. When discussing conference minutes, it was decided that there would be a rotation between the committee members on who would record the minutes. During this time each member of the committee will be assigned a specific number of awards that they will be responsible for editing. The idea of trophies having the same look and structure was mentioned, and further discussions before August Board meeting. Until the conference call, the Committee members were assigned with the task of going through multiple applications in different sections to gain an understanding of the application format and details. The committee will be assessing the application format, and making it less cramped while looking for flaws within application requirements.

District Education and Leadership Conference (DCON) Committee Report (Chair: Hannah Rosenbaum)

The DCON Committee discussed the linguistics regarding the Project Plan and the budget as well. Here a brief overview was taken place over the actual delegation. Following June Board Meeting there will be conference calls to discuss the theme ideas and making of the logo. As well as adding directives and ensuing a sufficient amount of time for each task assigned. This concludes my report.

District Large Scale Service Project (DLSSP) Committee Report (Chair: Rabea Rehman)

The 2016 committee of DWSSP aim to organize a district wide project centered on this year's Governor's Project 'Feeding our Future.' Our goal is to have the following attendees in the given area. North: 100, Central: 200, South: 300. This can be achieved through proper advertisement of the planned event, adequate space/shifts for the work and attendance of Builder's Clubs and Kiwanis members. Before the August Board, my committee and I hope to contact three food packing facilities centered in North, Central, and South Florida. The facility we are interested in doing the event are Feeding South Florida, Feeding Northeast Florida, and Second Harvest Food Bank Orlando. We hope to receive more information about the space available for our goal of attendees and the shifts we can open up for volunteers. With this information we hope to come up with possible dates for the events. Our future goals preceding the August Board would be to design advertisements and blurbs for the events so that it can be published in the Sunshine Source Magazine, Newsletters, and social media. Throughout the planning of DWSSP the committee and I hope to have constant communication with each other through email, text, and monthly conference calls. By using Google Doc, we will be able to share a folder including draft emails, advertisements, etc. for our use. This concludes my report.

Education Committee Report (Chair: Odalis Hernandez)

During this meeting, my committee and I established that our immediate main goal is to update, revise, and even create new slideshow presentations that cover all of the necessary and extra topics that are to be presented at KCKC. The presentations are to be thorough, yet each slide should not be crammed with information. To avoid this issue, we decided that we need to create more slides instead of filling one

slide with too many details. Additionally, for visibility purposes, we are to try and move the information closer to the top of each slide so that the audience anywhere in the room can see it clearly.

Furthermore, it is important to include concise notes that accompany each slide of the presentation for the presenter to read off of and/or use as a guide. Each committee member was assigned specific slide show presentations that they must edit, update, or create by July 25, 2016. The presentations to be edited/created will cover the required officer training material along with extra/new presentations to be presented at KCKC. They are as follows: president, vice-president, a combination of both president and vice-president, secretary, treasurer, webmaster, faculty advisors, DCON promotion, running for higher office, class directors and committee chairs, membership 101, membership 201, membership growth, improving communications, leadership 101, and service emphasis. It was also decided that one of the members will create a template that will be shared to each committee member by July 1, 2016. This template will set the general design for each presentation, yet each member will be able to change the color scheme, header pattern, etc. in conformity to the Key Club graphic standards.

Endowment Committee (Chair: Caleb Neale)

With a well established base of approximately \$264,453 in our investment account, a history of successful fundraisers, and an additional \$1 per member being directed to the Endowment (a total of approximately \$22,000), the potential of this committee is far beyond anything seen in previous years, just from the success of last year's committee. By August Board Meeting we plan to create a marketing plan that will allow us to fully take advantage of this unique situation that we are in.

A solidified mission statement that gives members a clear idea of exactly what they're supporting, a significantly increased social media presence, media publications, and professionally created marketing surveys will pave the way for the Florida Key Club Endowment Fund to be a name just a well known and supported as the Eliminate project at it's height. Additionally, we plan to create and update promotional resources for KCKCs and contact Disney in order to continue Kiwanis Family Weekend in the coming year. This year will be focused on continuing to reach for our goal of raising \$1,000,000 in the next five years, and fundraising initiatives such as Kiwanis Family Weekend at Disney will help us continue in this direction.

Governor's Project Committee (Chair: Noel Vincent)

Before the August Board Meeting, my committee and I plan to create a logo for this year's Governor's Project: Feeding Our Future™. This logo will be a part of our first blurb. This blurb will be submitted with all the other blurbs by June 25th, 2016. Also before the August Board Meeting, we will create and advertise the Governor's Project Handbook that will be sent to the clubs in the district. This Governor's Project Handbook for Feeding Our Future will be modeled after the Governor's Project Handbook from last year. Additionally, we will create a Feeding Our Future PowerPoint for use at KCKCs that will allow LTGs and other presenters to impart an understanding of the goals of the Governor's Project in addition to ideas and service projects, which may be used to further the Feeding Our Future initiative. Lastly, the Governor's Project Committee will create a timeline for the coming year to properly organize and plan the events and tasks of the coming year, including but not limited to: Governor's Project Week, conference calls, the creation of other resources, and the fulfillment of standard monthly responsibilities (blurb creation, Sunshine Source articles, etc.). Our next conference call will be June 21st at 6 PM. We will discuss the aforementioned projects and being the collaborative process necessary to facilitate their production. This concludes my report.

Kiwanis Family Relations Committee (Chair: Rebecca Yap)

Before August Board my committee and I intend on getting reports from every Lieutenant Governor about their relationships with other branches of the Kiwanis Family and reply to each of them personally with suggestions and advice based on their needs. We also want to establish a constant communication with leaders in Circle K, DLSSP committee, and Membership Development committee. Also, we want to start planning and writing rough drafts of articles for The Sunshine Source. Some examples of article topics are ways to involve Kiwanis/CKI/Builders Club/ K-Kids along with resource documents. The committee started brainstorming ways to help divisions with weak Kiwanis club involvement. We also started discussing our strengths and weaknesses that will help us finalize a timeline and delegate the work.

Legal, Elections, and Credentials Committee (Chair: Alyssa Clare)

The Legal, Elections, and Credentials Committee will review and revise all the Candidate forms before the August Board Meeting. We will work with the District Webmaster to create a Google Drive to update the forms. The changes made to these forms will include, but are not limited to, a change of board meeting dates, District Conference dates, and training dates. Deadlines and form due dates will also be altered. We will read through the Florida District Bylaws and document changes to be discussed with the District Board. Most of these changes will be made closer to January Board Meeting. The Committee will review the *Running for Higher Office* descriptions and update them for the upcoming year. The Committee will come up with a precise way to organize emails, so that we can stay on top of the election forms that will come in the spring. A timeline will be created outlining deadlines and due dates for upcoming elections, including Spring Zone Rally campaigning, caucusing outlines, and Spring Zone Rally dates.

Marketing Committee (Chair: Roberto Pupo)

By August Board Meeting, the Marketing Committee plans on having created several Blurbs relevant to the major Key Club activities and events that occur over the summer break, spread the message to Florida Lieutenant Governors about advertising the Florida Key Club motto of "Be the Key", and created a mascot for the Florida District. More specifically, this committee aspires to create Blurbs that focus on the International Convention of Key Club, the expansion of membership in the overall club, and any other event/activity which applies to the whole Florida District. Additionally, this committee will attempt to contact, through email or phone, all Lieutenant Governors in the District and repeatedly ask them to include the Key Club motto of "Be the Key" in their email signature, their Division Council Meetings, their Newsletters, and in all other forms of communication between themselves and any other Key Clubber. Furthermore, by the aforementioned date, we plan to have created a mascot for the whole Florida District of Key Club. The mascot will ideally be a plush toy turtle (representing the current turtle mascot held by the district) that can be passed from division to division in hopes of spreading a fun and passionate outlook on service in Key Club to both Key Clubbers and non-Key Clubbers. Also, this mascot will likely have its own social media account(s) on Instagram, Facebook, and/or Twitter, in hopes of popularizing the mascot, thus spreading an amicable feeling toward Key Club and service. What we hope to accomplish by all of these goals is to not only to popularize Key Club and everything that it does, but also to associate the name, "Key Club", with a sense of fun, passion, and love.

Membership Development Committee (Chair: Maria Landron)

During our June Board Committee Meeting we discussed ways to increase membership within our district as well as the issue of membership in the Florida District of Key Club. It was discussed how

important it is to have a good relationship in the Kiwanis Family to help the strength of clubs. Before August Board committee member Deven will create a membership recruitment blurb for Lieutenant Governors to place in their newsletters. Before August Board our committee will also create a PowerPoint on how to grow clubs. Our committee will also emphasize Key Club Week along with the Marketing Committee to help chapters. During October-December we will work with the Treasurer and each Lieutenant Governor to ensure that clubs do not go deactivated.

Public Relations Committee (Chair: Ashley Johns):

Before the August Board Meeting, we plan to define the terms of Public Relations and make an outline on our goals, objectives, and a timeline of all due dates and updates for the website as supplemented by the District Webmaster. We believe that Public Relations is more than just working on the website so we will be working closely with Marketing to help spread the word of Key Club through different forms of communication.

We would like to create a “Blog Spot” tab on the website that is open to all Key Clubbers to share service project ideas, communication strategies, and committee announcements. Through the year, we plan on also adding a section on the “Documents and Resources” page devoted to documents in public relations such as trainings on what is a press release and how to make one, the different types of communication tools, and how to utilize all forms of media to spread the word of your service and Key Club.

Scholarships Committee (Chair: Pareena Sharma)

By the August Board Meeting, my committee and I plan to fix a discrepancy on the Scholarship Application. Currently the hard copy application requires both the signature of the applicant’s Kiwanis Advisor as well as their Faculty Advisor however on the online application this is an either/or option. We also plan to make a promotional video or presentation to send to all the Lieutenant Governors. This will be used to promote scholarships during KCKCs and Spring Zone Rallies.

We plan to make an eye catching banner to send out to all the Lieutenant Governors and Kiwanis Advisors to include in their newsletters. We hope this will be a more effective way to promote the scholarships rather than using blurbs. We also plan to clear up any vague areas by compiling a step by step instructional document to distribute to members. We hope to implement more scholarship advertisement within the district and divisional social media and to work closely with the marketing/ and or the public relations committee in terms of further advertising scholarships.

To provide ample time to review scholarship applications we plan to move the scholarships due date 5 to 6 weeks before DCON. We plan to work closely with the Endowment Committee so we can work towards the allocation of endowment funds into providing more scholarships. Our goal as a committee this year would be to substantially increase the number of applicants. We also plan to retrieve or remake a spreadsheet of all the non-subjective requirements of the scholarship application.

Service and Major Emphasis Committee (Chair: Marissa Molloy)

The Service and Major Emphasis committee began our first committee meeting by reviewing the three main organizations that Key Club International partners with. Following this, we proceeded to brainstorm the following nine months’ worth of blurbs that we will need to publish, and assigned each committee member three separate months in which they will be responsible for creating and distributing (following approval) to the other LTGs. We compared schedules and have scheduled our second committee meeting. This will take place Saturday, June, 25th at 8:00 a.m. via conference call. We are going to create booklets using Microsoft Publisher that outline examples of service projects and

fundraisers that fall under the three major emphasis organizations and outline each with an approximate time frame for each project. We are going to update and revise all materials related to Major Emphasis on the Florida District website, and by the end of the year, we will create a list of objectives for the incoming committee members.

Trick-or-Treat for UNICEF Committee (Chair: Jonathan Bastida)

Before August Board, my committee and I plan to finalize an action plan that will include dates of deadlines for clubs to help guide them when to start collection and sending the dues, fundraising ideas beside trick-or-treating, education regarding UNICEF, and to further improve the publicity of Trick-or-treat for UNICEF week. We will be making a specific timeline that clubs can follow for dues dates of Trick-or-Treating money is due, where to send it, and when and how club officers should promote TOTFU to their clubs. The committee plans to further improve the achievements made by last year's committee regarding their ideas for TOTFU Week. We want to push for further involvement and organization for schools when promoting TOTFU.