

MINUTES OF THE OFFICIAL MEETING OF THE 2017-2018 DISTRICT BOARD OF  
TRUSTEES OF THE FLORIDA DISTRICT OF KEY CLUB INTERNATIONAL  
ROSEN CENTRE RESORT  
ORLANDO, FLORIDA  
SUNDAY, JUNE 11, 2017

**Call to Order:**

Governor Felanté Charlemagne called the board meeting to order 9:00 AM.

**Invocation:**

Division 25A Lt. Governor Eduardo Martinez gave the Invocation.

**Pledge of Allegiance:**

Division 19A Lt. Governor Monica Ruiz led the Pledge of Allegiance.

**Roll Call:**

District Secretary Joshua Gibson took roll call and recorded the 2017-2018 Board Members present.

**2017-18 Board Members Present:**

District Governor Felanté Charlemagne	LTG Div. 14A Sofia Bove	LTG Div. 26D Greysell Bent
District Secretary Joshua Gibson	LTG Div. 14B Thomas Turner	DCON Chair Rebecca Yap
District Treasurer Angel Aguilar	LTG Div. 14C Gustavo Fernandez	District Admin. Donna Parton
District Editor (ABSENT)	LTG Div. 15A Michelle Bonilla	Assist. District Admin. Sam Kerce
District Webmaster Dominic Martinez	LTG Div. 15B (ABSENT)	ICON & Finance Admin. Bob Parton
Executive Assistant Jessica Mendoza-Velasco	LTG Div. 16 Ailish Tierney	Zone Admin. A Jack Gander
LTG Div. 1A Ana Rios	LTG Div. 17 Tara Garner	Zone Admin. B Marcus Williams
LTG Div. 1B Campbell Taylor	LTG Div. 18 Gabe Layne	Zone Admin. C Beverly Baird
LTG Div. 2A (VACANT)	LTG Div. 19A Monica Ruiz	Zone Admin. D (ABSENT)
LTG Div. 2B Carly Hanson	LTG Div. 19B Lisa Dong	Zone Admin. E Jim Powell
LTG Div. 3A Nicholas Ocampo	LTG Div. 20A (ABSENT)	Zone Admin. F Richard Osso
LTG Div. 3B Charitha Moparthy	LTG Div. 20B Chantal Landron	Zone Admin. G (VACANT)
LTG Div. 4 Jenna Coleman	LTG Div. 21 Vanessa Paneque	Zone Admin. H Pamela Edwards
LTG Div. 5 Taylor Hansford	LTG Div. 22 Cassidy Carlson	Zone Admin. I Elizabeth Kominar
LTG Div. 6 Danielle Gonzalez	LTG Div. 23A Siried Vizquete	Zone Admin. J Richard & Gwen Leys
LTG Div. 7 Sohayla Eldeeb	LTG Div. 23B Bailey Campbell	Zone Admin. K-25 Lana Nudel
LTG Div. 8 Rowen Nardini	LTG Div. 24A Robin Moscovitch	Zone Admin. K-26 Dawn Campbell
LTG Div. 9 Emily Burris	LTG Div. 24B Ahmad Hamid	Zone Admin. L (ABSENT)
LTG Div. 10A Robert Witten	LTG Div. 25A Eduardo Martinez	Zone Admin. M Margaret Williams
LTG Div. 10B David Bruno	LTG Div. 25B Elizabeth Feldman	
LTG Div. 10C Valeria Rios	LTG Div. 25C Angie Pinilla	
LTG Div. 11 Alexandra Stedman	LTG Div. 26A Kyle Castellanos	
LTG Div. 12 Baylie King	LTG Div. 26B Leidy Pereira	
LTG Div. 13 Jessica Ferrante	LTG Div. 26C Connor O'Neil	

**Absentees:**

District Editor Lamiya Kudrati  
Division 15B Lt. Governor Noah Roth  
Division 20A Lt. Governor Mohan Peddada  
Zone D Administrator Bob Filichia  
Zone L Administrator Dalton Yancey

**Introduction of Guests:**

International Trustee Jared Dutko

Kiwanis Governor Gary Frechette  
CKI Governor Phoebe Sartori  
Kiwanis Governor-Elect Todd Smith  
Kiwanis Vice-Governor Steve LeBlanc & his wife Chris LeBlanc  
Builders Club Administrator Heather Locke  
CKI Service Chair Gabi Castellanos  
CKI Legal Chair Kim Moya  
CKI Public Relations Chair Johnathan Garcia  
Special Guest Maurice Gilbert  
Special Guest Anne Marie Stopper

### **Quorum**

District Secretary Joshua confirmed the presence of a quorum for the conduct of business.

### **Adoption of Agenda:**

Division 26A Lt. Governor Kyle Castellanos moved to adopt the agenda. Motion was seconded and carried.

### **Approval of June Board Minutes:**

Division 24B Lt. Governor Ahmad Hamid moved to adopt the House of Delegates minutes. Motion was seconded and carried.

### **Executive Committee Reports:**

#### ***Governor Felanté Charlemagne***

Since June Board Meeting, I've been facilitating Executive Conference Calls and advising the DCON, Governor's Project, and Legal, Elections, and Credentials Committee. I've been preparing quarterly evaluations and attended plus spoke at ICON where we elected the 2017-2018 International Board. I attended Leadership Conference in Indianapolis where we built great relationships with the rest of the International Council as well as set a dynamic with our International Trustee and sister districts. I've created and sent out Lieutenant Governor Reports using Google Forms for Lieutenant Governors having trouble accessing the old OPR system. I've also created a new method of reporting for all of the committees. I've had calls with our trustee and filled vacancies as they arise. I've also been planning which KCKCs I can attend. This concludes my report.

#### ***Secretary Joshua Gibson***

Since June Board meeting I have updated many resources and documents including the board data spreadsheet, district board directory, and the district hour spreadsheet. I attended the International Convention as well as the CKI Summer Board Meeting. I have sent out my Secretary Scoop Newsletter and will be sending out my latest addition soon. I have talked to many members of the Florida District helping with the duties of the Secretary position and helping to answer any questions people may have. I have advised my committees and attended at least two calls for each committee. I have worked with some LTGs to help in OIF submission and have helped

clubs understand the importance of the reports. I have begun work on my Secretary Handbook which will include helpful resources and tips from secretaries all around the district. I have also worked on my Secretary PowerPoint and will be publishing more resources later this year. This concludes my report.

### ***Treasurer Angel Aguilar (Late Submission)***

Since June Board meeting, I have expanded the role of the District Treasurer on the Florida District. I have reviewed and approved 23 vouchers as of June 11th, 2017. I received additional district treasurer training at the Key Club 2017 International Convention in San Antonio. I have attended conference calls in the committees that I advise. In regards to the Endowment Committee, I have been working on a graphic that will visually explain what our Endowment Fund is and how it generates money. I have been preparing a Committee Resource Document that outlines the basics of how a committee in the Florida District of Key Club operates. I have been reviewing proposed club budget submission, and have extended the deadline for club treasurers to submit their budgets to September 1st. I have completed a Financial Literacy outline for the Florida District for the 2017-2018 year. The outline explains the concepts that will be covered for regular members and club treasurers, as well as the implementation methods I plan to use. Over the past month, I have been in contact with the Market Relationship Manager for Wells Fargo for the state of Florida. Through his help, Wells Fargo will be able to provide financial literacy presentations focusing on basic finance skills and paying for college at upcoming Key Club Kick Off Conferences in the Florida District. This concludes my report.

### ***Editor Lamiya Kudrati***

(No Report Submitted). Since our last Board Meeting, I have created and submitted the second issue of The Sunshine Source and the second issue of KeyFeed. In addition, I have been keeping connection with the Florida Circle K Editor, Jennifer Lin, and creating pieces for their district magazine, The Circle Kapers. Along with many of my fellow Board members, I attended ICON where I received training on my position, graphic design, and leadership. In terms of the Monthly Electronic Bulletins, I have continued to provide material and support to make the process of MEBs smoother. When it comes to my committees, both the Marketing and Education Committee have successfully completed their required goals while staying in contact with myself and the Kiwanis Advisors. For the future, I plan to continue working on the next issue of The Sunshine Source, stay updated on social media, and guide LTGs when it comes to MEBs. In addition, creating graphic standards guides in order to ensure the understanding of what graphic standards are throughout the district is also in the works.

### ***Webmaster Dominic Martinez***

Since June Board, I have published a new OPR system for the Florida District which currently has 325 registered clubs. This system is being expanded to a fully-fledged member platform to track service hours, facilitate communication between clubs and the District Board, and more. It is also being developed to run on the web, Android, and iOS. To educate people on this new system, I have been creating YouTube videos, a help center, and full documentation which will be released after the first full FLKCI Member Platform rollout. Additionally, I am working on a new productivity

initiative to ensure that the entire board is on task and remove communication barriers among the District Board. This includes new programs such as Slack and Freedcamp which will be beta tested with certain committees, as well as existing systems such as Google Inbox and Google Calendar. I have also been performing more standard duties, such as managing email and OPR accounts, providing technological assistance to committees, and updating the FLKCI website. This concludes my report.

### ***Executive Assistant Jessica Mendoza-Velasco (Late Submission)***

Since the June Board meeting, I have updated excel sheets to prepare to send out Lieutenant Governor Tracking Reports August 14. I have kept track of LTG MEBs, DCMs and Lieutenant Governor monthly reports and reached out to them to accurately track their progress. I have also kept a record of all of the Zone KCKCs. In addition, I have attended committee and executive conference calls to update and guide my committees. This concludes my report.

### **ICON Report:**

The International Convention was a phenomenal experience. The Florida District was one of the largest in attendance. Immediate Past Division 24B Lt. Governor Caleb Neale was elected as International Trustee for the 2017-18 year and appointed to the International Executive Committee. The Florida District won many awards which included Distinguished Editor, Secretary, and Treasurer. Many Immediate Past Lt. Governors received the Robert F. Lucas Outstanding Lt. Governor Award. Overall it was an amazing experience and the Florida District looks forward to ICON 2018 in Chicago, IL.

### **Old Business:**

There was no old business to discuss

### **New Business:**

#### **Approval of Committee Recommendations (Exhibit A):**

Division 25A Lt. Governor Eduardo Martinez moved to approve the committee recommendations. Motion was seconded and carried.

#### **Approval of Resignations:**

Division 25B Lt. Governor Elizabeth Feldman moved to approve the resignation of Division 26C Lt. Governor Jorgen Heilbron. Motion was seconded and carried.

Division 20B Lt. Governor Chantal Landron moved to approve the resignation of Division 2A Lt. Governor Alexis Parks. Motion was seconded and carried.

#### **Approval of Appointment:**

Division 24A Lt. Governor Robin Moscovitch moved to approve the appointment of Division 26C Lt. Governor Connor O'Neil. Motion was seconded and carried.

Division 9 Lt. Governor Emily Burris moved to approve the appointment of Zone G Administrator Gary Frechette. Motion was seconded and carried. Division 17 Lt.

Governor Tara Garner moved to approve the appointment of Administrator of Conferences Heather Locke. Motion was seconded and carried

#### **Leader of Leaders:**

The following individuals received the Leaders of Leaders Award:

District Governor Felanté Charlemagne  
District Treasurer Angel Aguilar  
District Webmaster Dominic Martinez  
Division 18 Lt. Governor Gabe Layne  
Division 25A Lt. Governor Eduardo Martinez

**Installation of Appointment:**

Kiwanis Governor-Elect Todd Smith installed Division 26C Lt. Governor Connor O'Neil.

**International Trustee's Remarks:**

International Trustee Jared Dutko introduced himself to the Board, thanking everyone and providing them a warm welcome. He discussed the International Board & Committee structure. He discussed how he is a member of the YOF/Awards and International Development/Expansion Committees. He explained the Halo movement with Nickelodeon and the Youth Opportunity Fund. He shared the new Oratorical Prompt. He will be introducing a google drive folder to collaborate and share resources with sister districts. Lastly, he thanked the Board again and was proud to be a part of such a wonderful district.

**Kiwanis Governor's Remarks:**

Kiwanis Governor Gary Frechette started off by talking about the value of pins. He brought DCON Chair Rebecca Yap up and gave her his Governor's pin. He then brought up how this would normally be his last junction with Key Club as Kiwanis Governor, but was happy that he would be taking on the role of Zone Administrator. He described how he could not have done his job as Kiwanis Governor without the help of Todd Smith & Steve LeBlanc. Lastly, he spoke about how everyone should be accepted and encouraged, asking the board to go to their clubs and ask the question "Why are they in Key Club? Why should they join it?". He thanked everyone on behalf of his family and wished the Board the best of luck in this upcoming school year.

**Kiwanis Governor-Elect's Remarks:**

Kiwanis Governor-Elect Todd Smith echoed Governor Gary's words, describing how he will miss him. He asked the board to set 3-4 goals that are most important to them that they would like to see accomplished by the end of this year. He asked the board to remind themselves of those goals to they do not get lost in the mess of the school year. Lastly, he talked about how excited he is to be installed as the next Kiwanis Governor in a few weeks, he then thanked the Board.

**Kiwanis Vice-Governor's Remarks:**

Kiwanis Vice-Governor Steve LeBlanc started off talking about how Governor Gary and Governor-Elect Todd influenced him to run for Vice-Governor and to walk down the path that he has. He stated that he was proud of the continuity of Florida's positive message throughout the year and is happy to see it continue. He said "What we do in this organization is 2 fundamental things, we help people in need ad we mentor our replacements." He said that the reward for all the work done is being able to watch the District Board grow into strong and productive members of society. Lastly, he thanked everyone for their time.

## **CKI Governor's Remarks:**

CKI Governor Phoebe shared her excitement to work with such an inspiring and enthusiastic board. She looks forward to working with the board and can't wait to see what everyone will accomplish. She asks that all board members reach out to their Circle K counterparts for help with anything such as events, projects, etc.

## **Zone Administrator's Remarks:**

Zone K-25 Zone Administrator Svetlana Nudel gave her remarks. She is excited that this weekend everyone was able to learn so much and get to know everyone better. She is proud of the board and is ready for the board to share their passion with the schools and communities within the Florida District. She knows that the board will accomplish many beautiful things this year and asks that the board reach out to their Zone Administrators.

Zone E Administrator Jim Powell gave his remarks. He congratulated the board on all the positive changes and improvements they have made since June Board Meeting. He is encouraged by the hard work put forth so far.

## **District Administrator's Remarks:**

District Administrator Donn Parton started off her remarks by congratulating all the Zone Administrators, thanking them for their hard work so far. She elaborated on how the position of Zone Administrator has improved so much over the years and how she was happy to be able to induct Kiwanis Governor Gary Frechette as the Zone G Administrator. She then brought Governor Gary up and pinned him as a Zone Administrator. Following this she shared how happy she was with the hard work the committee chairs have done and congratulated them for their work and persistence throughout this year. She congratulated all the committee members for working hard. She then congratulated the past board members which have now become CKI board members for their growth over the years. Finally, she thanked the executive board for being proactive and hard working.

## **Key Club Pledge:**

Division 23A Lt. Governor Siried Vizuete led the Key Club Pledge.

## **Benediction:**

Division 17. Lt. Governor Tara Garner gave the Benediction.

## **Adjournment:**

District Governor Felanté Charlemagne adjourned the meeting at 10:23AM.

Respectfully Submitted,



Joshua Gibson  
District Secretary

# EXHIBIT A- Committee Reports

## **Awards Committee Report (Chair: Eduardo Martinez) (Late Submission)**

The Awards and Contests Committee has been working hard. They have completed the first phase of updating the awards entry forms, which will be officially complete within the next couple of weeks. They have also begun to work with the District Webmaster to begin promoting at our KCKC's district-wide. The committee has decided to create a 30-second commercial along with a promotional flyer that will be available to the entire district board to advertise Awards and Contests. The committee has also been hard at work since Friday night. They have begun to brainstorm multiple different logos in which to choose from when the committee will begin sending blurbs in our Lieutenant Governor's MEB every month. The committee will also be updating the awards and contests webpage and will then continue to upload the updated entry forms. The awards and contest committee will definitely continue working hard over the next few months to educate all of the members of the Florida District on which awards and contests they should apply for.

## **District Educational & Leadership Conference (DCON) Committee Report (Chair: Rebecca Yap)**

Since June Board the DCON Committee has finalized the DCON theme. We also designed and presented three logos to the District Board. We have also published the fundraising guide and updating the dress code. We have updated the DCON 2018 Project Plan by adding tabs for each committee and adding comments with more information regarding each task. The speaker for DCON has been approved and it will be Erin Fischer who also spoke at ICON 2017. As a committee, we also developed the DCON KCKC PowerPoint and script to be presented during Closing Sessions.

## **Education Committee Report (Chair: Gabe Layne)**

The Education Committee has completed a vast set of required and additional directives. Throughout the past two months, the committee has completely revised the content on all workshops, improved/created the presenters notes for all workshops, created a Governor's Project slide that is the same for all officer workshops, established a system of review games (President,

Vice President, Secretary, Treasurer, Kiwanis Family Relations workshops), created a new and uniform template to be used across all workshops (professional and eye appealing), and created separate printable and adjustable notes (from workshops) on Microsoft Word documents. We will now be adding some presentations for SZR, however, many workshops are the same. We plan to begin DCON workshop decisions and creations soon. Additionally, we will be creating a list of workshop presenters for DCON, training workshop presenters, and scheduling means for DCON workshop set up.

## **Endowment Committee Report (Chair: Robby Witten)**

Since Leadership Training Conference, the Endowment Committee has been hard at work. We have held three conference calls and created a shared Google Drive folder. We have also developed new fundraising strategies, and set up a timeline of goals from now until DCON. We have also worked with our grant writer who is currently in the process of receiving approval to request funds from corporations. Currently, the committee is working to create three videos: endowment awareness, how to donate to the endowment, and awards and rewards. We are developing a brochure to be given out at DCON which will describe what the endowment is and how it helps Key Clubbers, as well as showing testimonies from past Key Clubbers who have received the endowment scholarships on how it affected their college experience. Between now and January Board Meeting, we will update the DCON endowment awards and finalize the fundraising and promotional materials. Our two main goals for the year are to make sure that every Key Clubber knows about the Endowment and to raise a total of \$75,000 from now until the end of DCON. Additionally, we created a presentation for August Board Meeting. This concludes my report.

## **Governor's Project Committee Report (Chair: Jenna Coleman)**

Since June Board, the committee has completed an updated the Governor's Project guidebook highlighting The HEALTH Project. In addition, the committee has completed a KCKC presentation pertaining to the Governor's Project. Also, the committee has supplied a Governor's Project Scholarship description to the Scholarship Committee. To market the Governor's Project the committee created the hashtag #flkchealth and designated a service week to the Governor's Project. Currently the committee is working towards creating a logo for The HEALTH Project, promoting Governor's Project Week (January 22nd-26th), and gathering motivational stories to publish from those participating in the Governor's Project. In the future, the committee plans to prepare a booth at



DCON's Service Fair, keep the district board updated, publish inspirational stories to inspire clubs and continue to update all Governor's Project documents.

### **Kiwanis Family Relations Committee Report (Chair: Ahmad Hamid)**

Since June board, the Kiwanis Family Relations Committee has created a survey which was completed by each Lieutenant Governor asking them to rate and describe their respective division's relations with each branch of the Kiwanis Family. From reviewing the survey's data and responses, it was clear that we needed to expand our work and go more in depth. The committee has decided to send the survey to club level by reaching out to each club's respective president. Through this more in-depth data, we hope to be able to assist each individual club on reaching a better relationship with each branch. One resource we plan to offer Key Clubbers in the district are materials and documents to be placed in the Sunshine Source. The articles will cover examples of ideas on how to involve Kiwanis, Aktion Club, Circle K, Builders Clubs, and Kiwanis Kids in Key Club events along with resources. Our committee is also working to update and maintain the most accurate record of the different clubs broken down by division, where we will be removing inactive clubs and adding the district's Key Clubs to the list in order to display all SLPs. The Kiwanis Family Directory should be ready for republication by late September.

### **Legal, Elections, and Credentials Committee Report (Chair: Vanessa Paneque)**

Since June Board Meeting, the Legal committee has revised the Election Rules and Regulations, and the district candidate forms. The Election Rules and Regulations now has a required signature line from both the candidate and their parent. This will ensure that the rules and regulations are thoroughly read. In addition, the appointed district candidate forms were revised to have new components such as skills, personal recommendations, and prompts. In the future, the Legal committee plans to update the "Running for Higher Office" on the [floridakeyclub.org](http://floridakeyclub.org) to be named "Be a Leader". This tab will have two options: club positions and district positions. It will also contain the name and emails of who currently hold the position along with testimonies on the bottom of the page.

### **Marketing Committee Report (Chair: Bailey Campbell)**

The Marketing Committee has successfully created a Marketing Guide, a DCON Video, and resources to promote membership and to promote KCKC. The committee has chosen a template for their MEB blurbs as well as decided the themes we wish to follow in coming months. The blurbs will be completed

and distributed by the 25th of each month. We have chosen the platform, Canva, to create the promotional materials for the district. Along with following and completing our directives, the Marketing committee has teamed up with the Public Relation Committee to encourage the use of #BeTheKey on social media. Going forward, our committee plans on helping promote SZR, DCON, and DCON Ads Sales.

### **Membership Development Committee Report (Chair: Gustavo Fernandez)**

The Membership Committee has been in full swing during the summer months. Our first task was to create a timeline which I divided into three sections, before August board, August-December, and December-April. We have created and updated many of the resources from the membership committee from the previous years. We have created new resources like the "Clubs Under 20 Resources" and "Club Chartering Guide" to make it more visually appealing to the club officers instead of having to read 10 plus pages of text for the same information. We have updated many documents and we will continue to update the documents on the website to continue the process of making all the documents more visually appealing as well as including the graphic standards. I believe that from now to January Board meeting we need to focus on retention for the clubs that struggle to keep their members. I want to get a tab under the projects and services for our committee that way the club officers can access all our resources much quicker and easier. We will need to work on approving all the documents we have created thus far and get them uploaded on the website.

### **Public Relations Committee Report (Chair: Sohayla Eldeeb)**

Since Leadership Training Conference, the Public Relations Committee has had seven conference calls. Through these calls, we have established the three founding guidelines: Communication, Connections, and Creations. To keep track of everything and establish a sense of great communication, we have created our Google Drive Folder filled with sub-folders on several topics discussed. Moving forward, we have created our goal timeline leading to DCON. The accomplished directives consisted in the timeline include, a rubric for the remind that the Public Relations committee will maintain, frequent updates on the website, and Public Relations resources that are published to issuu.com. These include the official Public Relations Guidebook and Press Release. These are available to the public as long as being printable and presentable. Currently, the committee will accomplish its next goal of

“communications”. First and foremost, the PR committee will look into the new DCON webpage and designing it in a way that is accessible and easy to use for any Key Clubber. The committee will design a “Financial Literacy” web page with tabs dealing with all of the sub-topics. This will entail a sense of professionalism to the Florida Key Club website and allow a more reachable source for clubs. Furthermore, we are working with the Scholarship and TOT for UNICEF committees on publicizing their materials and publishing their videos into the public. Through these connections, the PR committee will begin publishing the Official Florida Key Club Press Releases beginning in September. Our two main goals moving forward will be the Key-nnect Forum and the “Content Creations” on YouTube. The Key-nnect will be a platform where any Key Clubber may ask questions and reach out to the resources. The YouTube will be redesigned into having committee and Governor updates. Last but not least, our committee created the Powerpoint for the ABM on Saturday. This concludes my report.

### **Scholarships Committee Report (Chair: Robin Moscovitch)**

For Since LTC, the Scholarship committee has been working diligently to accomplish many tasks. We have held multiple conference calls within the past three months. The scholarship committee has planned to create a fillable format for applications to make it easier for individuals to apply for scholarships prior to DCON. Additionally, our committee is currently working on creating a video using DCON footage of past scholarship recipients accepting their awards in order to encourage individuals to apply for scholarships. The website has also been updated to announce the new due dates for the scholarship applications. The committee has also worked on and published the presentation for August Board Meeting. Lastly, we are in the process of creating a scholarship logo, which will be used in blurbs for Lieutenant Governor MEBs to promote scholarship applications. This concludes my committee report.

### **Service & Major Emphasis Committee Report (Chair: Lisa Dong)**

Our committee members have input tremendous effort into the 2017 -2018 directory. This directory will be entering its final draft as we structure it to guidelines and will be sent out for final review by the end of this week. It will be on the Florida District website before the first KCKC so the zones are able to promote our link. After more information is given out about logos, Valeria Rios and Greyshell Bent will be teaming up to work on our logo idea which then will be submitted for approval by the rest of the committee and published. As we

begin to discuss the promotion of Service Fair at DCON, there will be many things to do. We will create a compelling flyer to be distributed to the clubs by LTGs to spread the word on the fair, We plan on coordinating with the editor to see if we can make that a required topic on their MEBs. This flyer and the directory will be heavily promoted through social media as well. We will strongly suggest zones to include a service workshop or have a KC affiliated charity come speak at their respective KCKCs and/or SZR. We will also create a Google Form to be attached onto that flyer for clubs to submit their project for a chance to be featured in our Service Fair. Our committee will then pick a few outstanding projects that needs to be recognized and award them with either banner patches, ribbons, trophies, etc. as incentives. We will also continue to hold raffles. I will reach out to the coordinators of KC affiliated charities and ask them about attending the service fair or some parts of DCON. The Service Fair will rely heavily on the LTGs to include our announcements in their MEBs. We hope that the winning 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, etc. Place will motivate clubs to do unique projects and having someone from specific charities will help club find a cause they feel strongly for. Last but not least, I will begin a Google Doc on the definition of a service hour which then will be finalized during out conference call next weekend.

### **Trick-or-Treat for UNICEF Committee (Chair: Jessica Ferrante)**

The TOT for UNICEF Committee has been working to create a simplified method for LTGs and their schools to participate in the UNICEF/ Eliminate Project. We have been focusing on developing a power point to pull together and condense all of the necessary information we want to send to our clubs. The power point includes a brief background on UNICEF and the Eliminate Project, a “how-to” for ordering the TOT boxes, fundraising ideas, and finally a challenge to our clubs to encourage their participation. For the upcoming month, we plan to include the UNICEF topic in the September MEB in addition to the October and November MEBs. We also plan to work the the PR Committee to condense the power point into a themed flyer, further simplifying the format of the information. Our final objective is to have UNICEF promoted at KCKC via the power point and flyers.