

KEY CLUB

Minutes prepared and submitted by Bunsri Patel, Texas-Oklahoma District Secretary.

The following District Staff Members were present/ absent as indicated:

District Governor: Addi Duerksen- Present

District Secretary: Bunsri Patel- Present

District Treasurer: Addie Flores - Present

District Editor: Kyra Burke - Present

Convention Liaison: Nadia Rodriguez – Present

Technology Producer: Aina Sebastian - Present

The following District Administrators were present/ absent as indicated:

District Administrator: Kenyon Black- Present

Assistant Administrator: Kelly Poland- Present

Assistant Administrator: Ryan Edmoundson- Present

The following District Board members were present/absent as indicated:

Division 1N LTG Clarence Manglal-Ian

Present

Division 2N LTG Jennifer Nguyen

Present

Division 2S LTG Maisha Ahmed

Present

Division 2C LTG Jessica Nguyen

Present

Division 3C LTG Rosa Lee

Present

Division 3W LTG Ivana Lin

Present

Division 3N LTG Darren Vilaysane

Present

Division 3S LTG Jalyn Hancock

Present

Division 4/6 Guerlain Bayron

Absent

Division 5 LTG Ashley Meads

Present

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Division 7/33 LTG Rebekah Williams

Present

Division 8 LTG Sarah Spivey

Present

Division 9E LTG Praneel Joshi

Absent

Division 9W Ashlee Anderson

Absent

Division 10 LTG Paola Celis

Present

Division 11 LTG Michael Maldonado

Present

Division 12/22 Madison Green

Present

Division 3E Joy Nichols

Absent

Division 16 LTG Natalie Delatorre

Present

Division 17 LTG Kaitlin Roehr

Present

Division 18 LTG Josie Callen

Absent

Division 19 LTG Austin Wilke

Present

Division 20 LTG Kareena Patel

Present

Division 23 LTG Joshua Beebe

Absent

Division 24S LTG Cristofer Olivares

Present

Division 25N LTG Luke Baber

Absent

Division 25S/31 Meghan Hughes

Present

Division 25W LTG Kathryn Aung

Present

Division 26 LTG Lily Mahmoud

Present

Division 28 LTG Aarushi Shukla

Present

Division 30N LTG Ashley Nguyen

Absent

Division 30S Erin Ng

Present

Division 34 Kaitlin Fox

Present

Division 35 LTG Ashten Smith

Present

Division 38 Yamilet Nava Quezada

Absent

Division 39N LTG Adam Prince

Present

Division 39S LTG Brianna Dao

Present

Division 40W LTG Lauren Ross

Present

Division 40E LTG Michael Champion

Present

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The following Regional Advisors were present/absent as indicated:

Region 1 Advisor Olin Norrid

Present

Region 2 Advisor Steven Baringer

Present

Region 3 Advisor Angela Syverson

Present

Region 6 Advisor Rafael Santos

Present

Region 8 Advisor Dennis Hogan

Present

Region 9 Advisor Connor Rubrecht

Present

Region 8 Advisor Dennis Hogan

Present

Region 10 Advisor Kristina Jacobson

Present

Region 11 Advisor Luke Broussard

Present

Region 12 Advisor Judy Pomorski

Present

Region 12 Advisor Megan Iselin

Present

Region 14 Advisor Richard Brotzman

Present

Friday July 27th, 2018

The meeting was called to order by District Governor, Addi Duerksen at 5:44pm

Call to Order

Governor Addi Duerksen calls the meeting to order at 5:44pm. Division 19 Lt. Governor, Austin Wilke leads the group in the Pledge of Allegiance. Division 39S Lt. Governor, Brianna Dao leads the Key Club Pledge. Division 17 Lt. Governor, Kaitlyn Roehr leads the invocation- a moment of silence. District Secretary, Bunsri Patel takes a roll call in order to document all persons in attendance.

Welcome & Code of Conduct Changes

District Administrator, Kenyon Black, welcomes everyone to the 2018 Summer Board meeting, and begins informing the board about the changes to the Code of Conduct that have been made. The changes were as following:

- All Cell Phones must be off in the Boardroom. If one needs to take notes, they can do so on either a laptop or with pen and paper.

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- Board Members must now pay \$5 for replacement badges. Any special circumstances can be brought up to him. The District Administrator made the Board acknowledge and accept these changes through a pledge.

Resignations, Removals, and Appointments

Governor, Addi Duerksen announces all of the Resignations by stating their names and positions:

Resignations

- Joy Nichols: Division 3E Lt. Governor
- Joshua Beebe: Division 23 Lt. Governor

Division 3N Lt. Governor, Darren Vilaysane motioned to accept these resignations.

Point of Order: Region 12 Advisor, Megan Iselin mentions that Darren Vilaysane cannot make a motion because he has not yet been appointed.

Division 8 Lt. Governor, Sarah Spivey Moves to accept the resignations

Division 2S Lt. Governor, Maisha Ahmed seconded the motion, and the motion passed.

Governor, Addi Duerksen announces all of the Removals by stating their names and positions:

Removals

- Praneel Joshi: Division 9E Lt. Governor
- Ashlee Anderson: Division 9W Lt. Governor

Division 5 Lt. Governor, Ashley Meads motioned to remove the people stated above.

Division 25W Lt. Governor, Kathryn Aung seconded the motion, and the motion passed.

Governor, Addi Duerksen announces all of the Appointments by stating their names and positions:

Appointments

- Kyra Burke: District Editor
- Nadia Rodriguez: Convention Liaison
- Aina Sebastian: Tech Producer

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- Jennifer Nguyen: Division 2N Lt. Governor
- Darren Vilaysane: Division 3N Lt. Governor
- Michael Maldonado: Division 11 Lt. Governor
- Kaitlyn Roehr: Division 17 Lt. Governor
- Lily Mahmoud: Division 26 Lt. Governor
- Ashley Nguyen: Division 30N Lt. Governor

Division 1 Lt. Governor, Clarence Manglal-lan moves to appoint the people stated above.

Division 40W Lt. Governor, Lauren Ross seconded the motion, and the motion passed.

Governor Goals and Expectations

Governor Addi Duerksen welcomed the board to their first Board Meeting, and brought up that the Board is not connecting as well as they could; she urged people to reach out to make connections. Addi Duerksen helped them realized that she is not being harsh on the Board to provoke feelings of dislike for her, but to push them to reach their full potential. She mentioned that this year will be hard, but the pay-off will be worth it. Governor Addi Duerksen told the Lt. Governors that they will be the catalyst of change in the District. She announces her goals for the Board for the upcoming year. They were as follows:

- Excellence- Be truthful, and push yourself. Addi Duerksen announced she will be pushing the Board in the following areas: Service, Reporting and Newsletters, and Committees.
- Consistency- Stay consistent with your work and yourself even when school starts.
- Excitement- Promote excitement in the District through example. Your clubs will show more enthusiasm if you do.

Governor Addi Duerksen ended her Welcome with a Robert K. Greenleaf Quote about servant leadership.

Staff Breakout Sessions

The Board split into Staff Breakout Sessions at 6:01pm where each Staff Member gave their reports, and discussed any updates they had on a more personal Basis. They went through their positions, their goals, and the work they had done thus far. The Breakout Groups were as following, and each group spent 10 minutes with each Staff Member before rotating to the next one.

- Group 1: Region 1, 3,5
- Group 2: Region 2, 8

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- Group 3: Region 6, 10
- Group 4: Region 7
- Group 5: Region 11, 12
- Group 6: Region 9, 13, 14

Budget Review and Approval

Assistant District Administrator, Ryan Edmondson presented this year's budget to the Board. He explained that we are on a Zero Budget- one in which we take in whatever we spend, so it is necessary to meet our membership goal and sell all of our sponsorships. He further explained every aspect the budget, and how much money is being used for what.

Division 8 Lt. Governor, Sarah Spivey questioned whether or not the District Dues were raised from \$6 to \$6.50.

Assistant District Administrator, Ryan Edmondson answered that they were not.

Division 1 Lt. Governor, Kareena Patel questioned whether or not there was a budget for the Mascot.

Assistant District Administrator, Ryan Edmondson answered that if the Mascot does pass, then next year's budget will incorporate money for the Mascot.

Division 5 Lt. Governor, Ashley Meads motioned to approve the Budget for this year.

Division 8 Lt. Governor, Sarah Spivey seconded the motion, and the motion passed.

District Convention Theme Pitches and Voting

Four themes for our District Convention in April were pitched at this time. The convention themes were pitched and following each presentation, there were questions asked and answered.

The board discussed the various DCON themes that were pitched and then took a divisional vote to choose the DCON theme for the 70th annual DCON.

Final Words, Reminders, and Adjournment

Governor Addi Duerksen reminded the Board to fill out their biographies for the website, to take their Committee Pictures, and that curfew was at midnight.

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Region 12 Advisor, Megan Iselin reminded everyone that the Parliamentary Procedure was on Saturday, and reviewed what was going to be on it.

Division 35 Lt. Governor, Ashten Smith motioned to recess until 9:00am the next morning.

Division 24S Lt. Governor, Cristofer Olivares seconded the motion and the motion passed.

The meeting was adjourned at 9:17pm

Saturday July 28th, 2018

The meeting was called to order by Governor Addi Duerksen at 9:06am

Call to Order

Governor Addi Duerksen calls the meeting to order at 9:06am. Division 3W Lt. Governor, Ivana Lin leads the group in the Pledge of Allegiance. Division 28 Lt. Governor, Aarushi Shukla leads the Key Club Pledge.

International Update

International Trustee, Foster Hillis gave the International Update because the Texas-Oklahoma International Trustee, Leslie Truong was unable to attend the board meeting. He introduced the new International Board that was elected at ICON, and explained the role and responsibilities of an International Trustee. He then introduced us to our Sister-Districts: The Bahamas District and the Missouri-Arkansas District. Foster Hillis then explained International's Strategic Plan for 2016-2020 which included the following five pillars (areas of focus): Leadership, Service, Growth, K-Family Relations, and Membership Experience. He pointed out that there was a committee for every one of these pillars, and that our International Trustee, Leslie Truong was a member of the Membership Experience Committee, as well as the Chair of the Leadership Committee. He then reminded the Board that Miracle Treat Day was August 2, and encouraged them buy blizzards. The board then watched a video that was sent in by International President, Emily Rice in which she talked about LEADCON, and the International Strategic Plan.

Division 1 Lt. Governor, Clarence Manglal-Ian questioned what the status of the Western Canada District was.

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International Trustee, Foster Hillis informed him that they are finalizing their paperwork.

Committee Meetings

The Board broke out into their Committees at 9:13am and had their first in-person Committee Meetings.

The Board reconvened at 9:44am

District Project Committee Report

Division 10 Lt. Governor and District Project Committee Chair, Paola Celis announced the two District Project Proposals that the District Project Committee had drafted. They were as following

- Keep T-O Beautiful: This project is about helping the environment, improving how we treat our communities etc. She gave examples of ways clubs could incorporate this project into their service that included trash pick ups, beach clean ups, raising awareness for holidays such as World Oceans Day etc.
- Aiding Education: This Project consists of assisting teachers and students in the community by holding school supply drives, free tutoring days etc.

Governor, Addi Duerksen opened the floor to discussion.

District Treasurer, Addi Flores mentioned that no matter where you are in Texas or Oklahoma, there are ways that you can help improve the cleanliness of the earth.

Division 40W Lt. Governor, Lauren Ross mentioned that due to the ongoing teacher strikes in Oklahoma, the "Aiding Education" project would not have as much reach. She also mentioned that this would be a good way to get other K-Family groups involved with Key Clubs.

Division 3C Lt. Governor, Rosa Lee pointed out that the "Keeping T-O Beautiful" project would go well with the DCON Theme because there was an environmental movement during the 70s.

Many Lt. Governors mentioned the different service projects that could accompany the "Keeping TO Beautiful" project, and brought up how many clubs could work together to complete their goals.

The Board continues discussing the various points about the matter

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Division 40W Lt. Governor, Lauren Ross motioned to accept "Keeping T-O Beautiful" as the District Project.

Division 8 Lt. Governor, Sarah Spivey seconded the motion, and the motion passed.

Training Conferences and Council Meetings

Governor Addi Duerksen gave a training about how to properly hold an RTC Training. She mentioned that you should hold it at a regional basis if your division is inactive. She went through the steps of planning an RTC, which were as following: Find a location, find a date, announce the date at least 30 days in advance, assign tasks following your RFL Guidelines. She stressed that every Lt. Governor needs to have their RTC completed or at least have started planning by November 15. She gave advice on how to plan details so that every RTC is educational while being fun.

Division 8 Lt. Governor, Sarah Spivey advised that one check the SAT/ ACT dates before setting a date to avoid overlap.

Region 12 Advisor, Judy Pomorski suggested asking your local Kiwanis Club to sponsor the meal to keep food costs at a minimum.

Many of the Lt. Governors and Regional Advisors discussed having Key Clubbers use a field trip day to attend the RTC.

Governor, Addi Duerksen gave a training about how to properly hold a DCM or PCM. She stated that the bylaws mention having 5 per year, but she expects one per month. She stressed that you need to give members a 2-week notice, have sign in sheets, and write minutes. She stated that if nobody shows up then the Lt. Governor should state that as well as add the agenda.

Division 12/22 Lt. Governor, Madison Green asked for examples of where to hold a DCM or PCM.

Governor Addi Duerksen recommended holding them at schools, libraries, parks, the boys and girls club etc.

Newsletter Requirements

District Editor, Kyra went through the guidelines for a good Lt. Governor newsletter, and stressed the importance of turning in newsletters on time to set an example for clubs. She mentioned that they must be turned in by the 5th of

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every month, and to communicate to her if they are using one of their 2 newsletter passes. She recommended using Canva to send her the newsletter and using pictures rather than graphics.

DCON Forums

Convention Liaison Nadia Rodriguez and Assistant District Administrator, Kelly Poland went through the forums that will be held at DCON. They presented the officer forums, and which District Positions will be presenting those, and then asked the Board to start thinking of the fun forums we could have at DCON. Kelly Poland mentioned that anyone can run a forum, but there is a selective process; you will know by WINBO if you are presenting a forum. She announced that she is trying to increase the number of rooms we have available for forums from four.

There was discussion about presenting forums with other Board members and when the forum list will be released.

Divisional Election Conferences

Governor, Addi Duerksen gave a training on how to host a effective DEC. She stressed that these must be done by January 15th, but she wants them done before Winter Board Meeting. She reminded the board that there is no campaigning allowed and all of the paperwork needs to be completed before the DEC begins. She went through the procedure of setting up a DEC, which is as following: plan a time and a place for your DEC that will work for most clubs, announce the date at least 30 days in advance, and start motivating good members to run. She then went through the voting procedure for the day of the DEC: Every candidate is allotted a 2-minute speech and a 3-minute questioning period. Every Club present gets four voting delegates, and the vote is taken through a secret ballot. If there is a tie, the Lt. Governor serves as the tie-breaking vote. She then went through the procedure if the current Lt. Governor is running again for the position. She reminded everyone that the regional advisor needs to keep the ballots for 30 days after the election.

COCI Update

Governor, Addi Duerksen announced that we are no longer using the the current Club Officer Contact Information Form on the website. She explained that many clubs were not completing the form, so it was not serving its intended purpose.

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District Secretary, Bunsri Patel explained that we will now be using the Google Folder she will sent out. Each division will have its own Google Sheets complete with every club name, and the LTGs are responsible for filling out the Folder with the Club Contact Information for their clubs. She explained that every LTG should fill in whatever information that they have, and update it as they go.

Parliamentary Procedure Review

Region 12 Advisor, Megan Iselin revealed that she is disappointed with the low amount of discussion happening, and urges the Board to speak up because being active in the Boardroom will translate to being active with your clubs. She announced that the Parliamentary Procedure test that will be administered after lunch is 10 pages long with both short answers and multiple choice. She explained that the first half of the exam will be Robert's Rules of Order and questioned who doesn't feel comfortable with Parli Pro.

Division 3N Lt. Governor, Darren Vilaysane announced that he does not feel comfortable talking in the Boardroom, and Region 12 Advisor, Megan Iselin walked him through an example debate.

Region 12 Advisor, Megan Iselin then announced that the second half of the test will cover the Bylaws, and reasoned that Bylaws are the governing rules so it is essential that you know these.

Division 8 Lt. Governor, Sarah Spivey motioned to recess until 11:30am to study for the Parliamentary Procedure test.

Division 3N Lt. Governor, Darren Vilaysane seconded the motion, and the motion passed.

Bylaw and Parliamentary Procedure Test

The entire board took the test over the bylaws, code of conduct, parliamentary procedures.

The Board took a recess at 12:05pm to eat lunch.

The Board reconvened at 1:00pm

YOF + HALO

District Treasurer, Addie Flores explained what the YOF and HALO Grants were, and that someone can either apply as a member or a club as a whole. She went over the timeline for applying for the YOF Grant, and gave instructions on

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how to be a strong applicant. She then did the same for the HALO grant emphasizing that clubs can apply for this grant twice a year. She explained the voting process with which the HALO grants are chosen.

District Secretary, Bunsri Patel shared how her home club received both grants, and emphasized that it is not too challenging to achieve.

Energizer

Governor, Addi Duerksen led a cheer-based energizer to rejuvenate the board.

Committee Meetings

The Board broke out into their Committees at 1:16pm and had their second in-person Committee Meetings.

The Board reconvened at 2:16pm

Division 2S Lt. Governor, Maisha Ahmed motioned to have a 30-minute amendment to the agenda to discuss DCON themes.

The motion was seconded by Division 8 Lt. Governor, Sarah Spivey, and the motion passed.

Extended DCON Discussion

Assistant District Administrator, Ryan Edmondson announced that the DCON theme that was voted upon was very general and did not have much direction. He asked the board to narrow down the theme.

The board discussed how to narrow down the DCON theme to make all aspects of DCON easier to plan. They were able to complete this task and moved on to the next item on the agenda.

Membership Update Center

District Treasurer, Addie Flores gave an update about the MUC. She explained what it was, and then went through the steps to both login and add new members. She went through what to do if clubs don't remember their login in as well as what to do if clubs are resistant to filling it out.

Division 5 Lt. Governor, Ashley Meads asked what to do if a club does not have a Faculty Advisor.

District Treasurer, Addie Flores explained that they should not fill that portion out.

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General Public Relations Committee Update

Division 3N Lt. Governor and General Public Relations Chair, Darren Vilaysane announced his committee's goals for the upcoming year, and the purpose of the GPR Committee. He announced that he is looking to link all of Texas-Oklahoma's social media accounts, and hold district-wide contests to encourage activity.

Governor's Project Committee Update

Division 16 Lt. Governor and Governor's Project Chair, Natalie Delatorre gave the Committee update for Governor's Project. She explained what the Governor's project was this year (Alzheimer's Association), and went through the committee's goals for the year. She then went through examples of ways clubs could incorporate the Governor's Project in their service, emphasizing the Walk to End Alzheimer's. She then announced her plans for Alzheimer's Week which is a concept similar to Key Week in November.

Events Public Relations Committee Update

Division 39S Lt. Governor and Events Public Relations Chair, Brianna Dao announced her committee goals, and their plans on reaching them for the upcoming year. She talked about a Hashtag Competition to connect Clubs and the District.

Membership Committee Update

Division 1 Lt. Governor and Membership Committee Chair, Clarence Manglalan announced his committee's goals for the upcoming year, and announced the three phases of their schedule which were as following: Phase 1, recruiting new members; Phase 2, retaining members; Phase 3, ensuring members come back for the next Key Club year. He then announced that the Membership Committee will be working to make a Membership Manual (the Jolly Book of Knowledge) for the clubs' disposal. He then announced the dates which he will be sending out surveys to the board. He went on to propose the idea of Membership Representatives, Key Club members from the Club Level that will work with the board to strengthen membership across the District. He emphasized that these Representatives will not be a part of the District Board. Division 1 Lt. Governor and Membership Committee Chair, Clarence Manglalan motioned to approve the position of Membership Representatives. Division 12/22 Lt. Governor, Madison Green seconded the motion, and the floor was opened to discussion.

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Division 40W Lt. Governor, Lauren Ross questioned if this was going to be implemented for the current year.

District Governor, Addi Duerksen answered that this is just a proposal and the timeline is rough. She stressed that it is a way to get more rural clubs involved with the district.

Division 3E Lt. Governor, Ivana Lin said that it is a great way for members to get experience on a level higher than the club one, and reach out to potential Board Members.

There was further discussion among Lt. Governors about the specifics of the position.

Division 40W Lt. Governor, Lauren Ross motioned to send this motion to committee.

Division 2S Lt. Governor, Maisha Ahmed seconded the motion and the motion was sent to committee.

Welcoming Committee Update

Division 2N Lt. Governor and Welcoming Committee Chair, Jennifer Nguyen announced the ideas for games and events that could be set up for the Welcoming Night at DCON. She went through the fun-based and service-based ideas.

Division 40W Lt. Governor, Lauren Ross moved to amend the agenda to allow the ICON report to be given at this time to allow board members who were absent from the room time to return before Parliamentary Procedure Test results were announced.

Division 5 Lt. Governor, Ashley Meads seconded the motion, and the motion passed.

ICON Presentation

Division 1 Lt. Governor, Clarence Mangla-Ilan; Division 10 Lt. Governor, Paola Celis; and Division 40W Lt. Governor, Lauren Ross gave a report about the International Convention that was held in Chicago from July 4-8. They explained the trips those present took as a District, the workshops that they attended at the convention, and the election process. They explained the importance of pin

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trading, and recognized all of the Board Members that were recognized at Convention, including IP District Treasurer, Foster Hillis, who was elected International Trustee. They encouraged all Board Members to attend the 2019 convention in Baltimore.

Parliamentary Procedure Test Results

Region 12 Advisor and Parliamentarian, Megan Iselin announced the results for the test that all Board Members had taken earlier in the day. She said that 9 of 35 Board Members passed without the curve, and 12 passed with it. The results were as following:

Aarushi Shukla - Fail	Cristofer Olivares - Fail	Lily Mahmound - Fail
Adam Price - Fail	Darren Vilaysane – Pass	Madison Green – Fail
Addi Duerksen - Pass	Erin Ng - Fail	Maisha Ahmed- Fail
Adrianna Flores - Fail	Ivana Lin - Pass (Top 5 Score)	Megan Hughes - Fail
Aina Sebastian - Fail	Jalyn Hancock - Pass	Michael Champion - Fail
Ashley Meads - Pass	Jennifer Nguyen - Fail	Michael Maldonado - Fail
Ashten Smith - Fail	Kaitlin Fox - Fail	Nadia Rodriguez - Fail
Austin Wilkie - Fail	Kaitlyn Roehr - Pass	Natalie Delatorre - Fail
Brianna Dao - Fail	Kareena Patel - Fail	Paola Celis - Pass (Top 5 Score)
Bunsri Patel - Pass	Kathryn Aung - Pass (Top 5 Score)	Rebekah Williams - Fail
Clarence Niel Manglal-Ian – Pass (Top 5 Score)	Kyra Burke - Fail	Rosa Lee - Pass
Connor Rubrecht - Fail	Lauren Ross - Fail	Sarah Spivey - Pass (Top 5 Score)

Sponsorship Sales

Assistant District Administrator, Kelly Poland and Convention Liaison, Nadia Rodriguez gave an update on the \$600 worth of sponsorships that every Board Member must sell. They congratulated Convention Liaison, Nadia Rodriguez for having the first sponsorship sale, and District Governor, Addi Duerksen for selling the most to that date. They announced what the prizes would be for those who sold the most by Winter Board, and went through the consequences those who didn't sell all of their sales would face. The announced that March 15th is the final deadline to submit sales, but Governor, Addi Duerksen wants them all done by Winter Board. Assistant District Administrator, Kelly Poland gave instructions on how to effectively sell sponsorships, and answered questions that various Board Members had.

Regulations, Elections and Credentials Committee Update and Amendments

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Division 25W Lt. Governor, Kathryn Aung proposed the following changes to the Code for Elections and House of Delegates

Red Text is the proposed changed to the Bylaws

ADD Article 1, Section 2, Subsection a, paragraph 2

All candidates must be present for the entirety of District Convention to run for office.

ADD Article 1, Section 2, Subsection a, paragraph 2

All candidates must turn in the candidacy forms prior to the beginning of the candidates meeting at District Convention.

STRIKE Article 1, Section 2, Subsection b, paragraph 4

~~Candidates shall be allowed two minutes for a speech and then shall entertain three minutes of questions. If the candidate has an escort introduce him/her, then that introduction and the candidate's speech combined must be 2 minutes or less.~~ Questions may only be asked by Key Club members present. All questions must pertain to the candidate's qualifications and knowledge of Key Club. There can be no physical contact with the candidates or questions relating to race, sex, religion, or any other inappropriate topic. Questions of a malicious nature shall not be allowed.

ADD Article 1, Section 2, Subsection b, paragraph 4

All candidates shall be allotted 5 minutes during caucusing. Of those 5 minutes, at least 1 minute must be used for speech and at least 1 minute must be used to entertain questions. Any time remaining after the speech has been given shall default to questioning. The introduction of the escort shall not count towards the 1-minute minimum of the candidate's speech but shall count towards the 5 minutes total.

ADD Article 1, Section 2, Subsection c

Each candidate shall be allotted 1 minute of speech at the Leadership Luncheon. Each candidate will be asked an official fishbowl question in front of the entire convention delegation as written by the District staff. No two candidates shall receive the same question. They will be allotted 30 seconds to answer the question once they begin speaking. The chair of Committee on Regulations, Elections, and Credentials shall deliver the questions.

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Division 25W Lt. Governor and REC Chair, Kathryn Aung motioned to accept these amendments.

Division 8 Lt. Governor, Sarah Spivey seconded the motion and the floor was opened to discussion.

Division 12/22 Lt. Governor, Madison Green questioned why the time for speeches is so low.

Division 25W Lt. Governor and REC Chair, Kathryn Aung answered by stating that the candidates can split up their speech and questioning time as they would like.

The Board voted on the motion, and the motion passed.

Contests and Awards Committee Update

District Governor, Addi Duerksen yields her power to recognize Board Members to Division 8 Lt. Governor, Sarah Spivey.

Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey asks Board Members what can be done at and before DCON to make the Contests and Awards aspect of the District Convention better and more effective.

Various Board and Staff members answered with ideas they believe could better that aspect of DCON.

Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey thanked the Board for their participation and encouraged them to get feedback from their clubs regarding the same question. She then announced the proposed changes for the Outstanding Club Officer Awards drafted by the Contests and Awards Committee.

District Governor, Addi Duerksen asked to vote on each award individually. Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey motioned to adopt the changes for the Art Swanberg Outstanding Club President Award. Division 25 W Lt. Governor, Kathryn Aung seconded the motion, and the motion passed.

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Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey motioned to accept the changes to the Charles Parker Outstanding Club Treasurer Award.

Division 25 W Lt. Governor, Kathryn Aung seconded the motion, and the floor was opened to discussion.

Many Lt. Governors brought up the fact that the Club President included elements for service while no other Officer Positions did. Various Lt. Governors discussed whether or not the Outstanding Club Officer Awards should include a service portion or if those who do not complete their 50 required hours should not even be considered for the award.

Division 40E Lt. Governor Motioned to refer this motion back to the Contest and Awards Committee.

Division 16 Lt. Governor, Natalie Delatorre seconded the motion, and the motion passed.

Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey motioned to adopt the changes proposed for the Gary and Linda Hicks Outstanding Editor Award.

Division 40E Lt. Governor, Michael Champion seconded the motion, and the floor was opened to discussion.

Division 40W Lt. Governor, Lauren Ross pointed out that this late in the year, making changes as large as these would not be fair to those editors who were working towards the old rubric.

Division 34 Lt. Governor, Kaitlin Fox asked why this award did not mention anything about needing to have completed all of the required service hours. Various Lt. Governors discussed whether or not there should be an aspect of service in the guidelines for Club Officer Awards.

District Secretary, Bunsri Patel motioned to send all of the amendments that were not voted upon back to the Contests and Awards Committee.

Division 39S Lt. Governor, Brianna Dao seconded the motion, and District Administrator Kenyon Black announced that these changes need to be made soon so Club Officers and Advisors have enough time to make adjustments.

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District Governor, Addi Duerksen questioned the idea of online voting for this matter.

District Administrator, Kenyon Black reasoned that the voter turnout is always far too low for a matter as important as this.

The Board took a divisional vote on referring these amendments back to the committee and the results were as following:

- Ayes: 11
- Nays: 17

Division 39S Lt. Governor, Brianna Dao motioned to amend the motion to include meeting attendance to the criteria for Club Officer Awards at 10%. Division 34 Lt. Governor, Kaitlin Fox seconded the motion, and the floor was open to discussion.

The floor was opened to discussion about the original amendment. Various Lt. Governors and Staff Members discussed whether or not the explicit addition of Meeting Attendance and Service Hour Completion into the Club Officer Award Criteria was necessary.

Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey pointed out that a member not in good standing (not having finished all of their service hours) could not go to DCON anyways.

District Treasurer, Addie Flores announced that Board Members were getting off topic, and the motion on the table was only regarding meetings.

Division 3N Lt. Governor, Darren Vilaysane moved the previous question.

Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey seconded the motion, and the motion passed.

The board then voted to add Meeting Attendance into the rubric for Club Officer Awards and the motion failed.

Division 25W Lt. Governor, Kathryn Aung motioned to lay the motion on the table.

Division 2S Lt. Governor, Maisha Ahmed seconded the motion, and the motion passed.

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Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey announced that Key Club International informed Districts that the standards would be changed for Contests and Awards Bylaws in the near future.

Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey motioned to allow the contests and awards committee to have the right to change the bylaws whenever international releases them to comply with international standards.

Division 39S Lt. Governor, Brianna Dao seconded the motion, and the motion passed.

Mascot Committee Update

Division 20 Lt. Governor and Mascot Committee Chair, Kareena Patel gave a recap of what happened at DCON with the mascot voting. She announced the new voting method that the Mascot Committee is looking to approve that will take place throughout the year. The method looked to narrow down 10 Mascot Options to 1, and present the one mascot option at DCON with a either yes or no to the Mascot alone- delegates will not be given multiple mascot options, rather one mascot option that they can either approve or deny acceptance to. Division 20 Lt. Governor and Mascot Committee Chair, Kareena Patel motioned to approve the Voting Plan mentioned above.

Division 24S Lt. Governor, Cristofer Olivares seconded the motion, and the floor was open to discussion.

Division 39S Lt. Governor, Brianna Dao announced that she thought the voting plan was too long and could be shortened.

District Governor, Addi Duerksen replied by stating it is this long only to maximize club involvement.

Division 3N Lt. Governor, Darren Vilaysane moves the previous question.

Division 40E Lt. Governor, Michael Champion seconded and the motion passes.

The board now votes on the Voting Plan proposed by the Mascot Committee and the motion passes.

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Division 20 Lt. Governor and Mascot Committee Chair, Kareena Patel then goes through the 5 mascot options that have been proposed by clubs thus far and they are as following: Cowboy/ Vaquero, Wolves, Lion, Elephant, Bison

Division 1 Lt. Governor, Clarence Manglal-lan motions to recess for five minutes. Division 3S Lt. Governor, Maisha Ahmed seconds the motion, and the motion passes.

**The Board takes a recess at 5:48pm.
The Board reconvenes at 5:57pm**

Key Leader Presentation

Faculty Advisor to Port Neches Groves Key Club, Rene Ford gives a presentation on the Key Leader Camp. She explains what the camp is, where it is held, when it generally takes place and gives an overview of what happens at the Camp. District Governor, Addi Duerksen announces that Rene Ford will be back at Winter Board to give the board more information.

New Points System

District Secretary, Bunsri Patel gives a presentation on the Updated Points system that she has drafted to grade Monthly Reports by. She goes in detail about all of the different aspects of the new system.

District Secretary, Bunsri Patel motions to approve the new points system.

Division 39S Lt. Governor, Brianna Dao seconds the motion, and the motion passes.

Top 25 Clubs

District Secretary, Bunsri Patel announces the Top 25 Clubs for the first reporting quarter in alphabetical order, and they are as following: Cleburne, Cy-Fair, Cypress Falls, Durant, Early, Everman, Goose Creek Memorial, Jenks, Jersey Village, MacArthur, Mansfield, Mansfield Legacy, Mansfield Summit, Mansfield Timberview, McKinney North, Mustang, Nacogdoches, North Garland, Paschal, Port Neches-Groves, Randall, Ross S. Sterling, San Angelo Central, Weatherford, Westbrook.

Top 5 LTGs

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District Governor, Addi Duerksen goes through the grading system that she used to calculate the Top 5 LTGs. She then answered questions that Board Members had about the system.

Division 39S Lt. Governor, Brianna Dao asked what minutes for DCMs were supposed to look like.

District Governor, Addi Duerksen replied with as long as she can read and understand them, they are counted for points.

District Governor, Addi Duerksen announces the Top 5 LTGs for the first reporting quarter. They were as following: Maisha Ahmed, Brianna Dao, Kaitlyn Roehr, Darren Vilaysane, Kareena Patel.

Chartering Clubs

District Treasurer, Addie Flores and District Secretary, Bunsri Patel explain to the board how to properly charter a club. They go through the steps for chartering which are as following: Getting approval and finding sponsorships, understanding the responsibilities of Advisors, recruiting members, funding, and the application. They then answered questions posed to them by various Board Members.

Question & Answer Session

Assistant District Administrator, Kelly Poland reveals how to get the sponsorship forms from the website.

District Governor, Addi Duerksen, and Assistant District Administrator, Kelly Poland announced that Kiwanis is slowly dying in the Texas-Oklahoma area. They stressed the importance of getting local Kiwanis Clubs involved with Key Club activity, and recruiting members for Kiwanis as well as Key Club. They went through the specifics of Kiwanis DCON, and how to advertise that to Kiwanians in local areas. They gave statistics on the growth of Kiwanis in comparison to other K-Family branches and gave tips on how to reach out to Kiwanians.

Fall Rally Update

Division 40W Lt. Governor, Lauren Ross and Division 16 Lt. Governor, Natalie Delatorre gave an update on Texas-Oklahoma's first Fall Rally in years. They gave the board information about the events that are to take place at this year's Fall Rally on September 29th at Frontier City in Oklahoma City. They went through how to register clubs for Fall Rally and displayed the t-shirt design. They

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then announced the schedule and gave a brief overview of the script that will happen on the day of Fall Rally.

District Secretary, Bunsri Patel questioned if the DCON theme is being released at Fall Rally.

Division 40W Lt. Governor, Lauren Ross replied and stated that it has not been determined yet, and that more information will be given to the board when it becomes available.

Division 24S Lt. Governor, Cristofer Olivares motions to recess until 8:00pm to eat dinner.

Division 20 Lt. Governor, Kareena Patel seconds the motion, and the motion passes.

**The board takes a recess at 7:06 pm to eat dinner.
The board reconvenes at 8:00pm.**

Contests and Awards Committee Approvals

District Administrator, Kenyon Black explains that the board should not compare these to District Board positions.

Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey announces that the Contests and Awards Committee has added a clause into all Club Officer Position Awards stating that all entries must be in good standing with the Key Club District of Texas-Oklahoma.

Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey motioned to approve this amendment.

Division 34 Lt. Governor, Kaitlin Fox seconded the motion and the motion passed.

Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey then explained the amendments to each individual Club Officer Position Award. They are as following:

ART SWANBERG OUTSTANDING CLUB PRESIDENT AWARD

Meetings

30 %

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Club Service	20 %
Club Growth	20 %
K-Family Interaction	15 %
Correspondence	10 %
References	5 %

CHARLES PARKER OUTSTANDING CLUB TREASURER AWARD

Duties	40 %
Meetings	20 %
Budget	20 %
Grants	20 %

LINDA AND GARY HICKS OUTSTANDING CLUB EDITOR AWARD

Monthly Newsletters	50 %
Correspondence	20%
Duties	30 %

OUTSTANDING CLUB VICE PRESIDENT AWARD

Presidential Evaluation	40 %
Duties	40 %
Meetings	20 %

Division 8 Lt. Governor and Contests and Awards Chair, Sarah Spivey motioned to accept these amendments to the Code of Contests and Awards.

Division 5 Lt. Governor, Ashley Meads seconded the motion, and the motion passed.

Vacant Divisions

District Governor, Addi Duerksen announced that there are currently 11 vacant divisions, and explained the two options for supporting these clubs until permanent replacements are found: Qualified LTGs from neighboring divisions will sponsor a vacant division until a replacement is found, or the District can appoint 3 Lt. Governors at Large. She explained that these LTGs at Large will have no voting rights, and there would be one for North Texas, South Texas, and Oklahoma. She then opened the floor for discussion.

Various Lt. Governors questioned the cost of adding LTGs at large onto the board.

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Region 11 Advisor, Luke Broussard announced that the vacant divisions' LTG expenses are already factored into the budget, so there would be no additional cost.

Various Lt. Governors were concerned about the logistics of LTGs at large, such as appointment, training, etc.

District Governor, Addi Duerksen stressed that she does not want to overload Lt. Governors who are already doing a good job. She stated that only the ones that are handling the clubs they have now well would be in the running for taking on the orphan clubs.

Many Lt. Governors had questions about the logistics of option 1 such as reimbursement miles, extra newsletters, DCMs, PCMs etc.

District Governor, Addi Duerksen clarified that an LTGs home division would come first, and they would just need to extend contact to the division they were supporting.

District Administrator, Kenyon Black reminded the board that if they added something into the bylaws then it is irreversible, so anything they decide is not official.

Division 40E Lt. Governor, Michael Champion announced that option 1 is more welcoming because it shows clubs what an LTG is and allows them to be interested in the position.

District Governor, Addi Duerksen announced that she is just worried because the report card scores were already low, and so overloading the LTGs who are struggling could cause even worse performance.

Division 3N Lt. Governor, Darren Vilaysane pointed out that option 2 allows a solution for future vacancies as well.

Many LTGs pointed out that an LTG at large would not be as committed and could be overloaded with other activities and would not make Key Club as much of a priority as someone already on the board would.

The board continued discussing the various points of both options.

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Division 24S Lt. Governor, Cristofer Olivares motioned to adopt current LTGs picking up sponsoring divisions as the solution to vacant divisions.

Division 11 Lt. Governor, Michael Maldonado seconded the motion, and the floor was opened for discussion.

The Board discussed whether or not option 1 was the best plan for the district. Division 5 Lt. Governor, Ashley Meads moves the previous questions.

Division 40E Lt. Governor, Michael Champion seconded the motion, and the motion passed.

The board votes on adopting LTGs sponsoring vacant divisions through a divisional vote; the results were as following:

- Ayes: 16
- Nays: 14

Division 7/33 Lt. Governor, Rebekah Williams motions to adjourn the meeting. Division 19 Lt. Governor, Austin Wilke seconded the motion, and the motion passes.

District Governor, Addi Duerksen adjourned the meeting at 9:02pm.