



MEETING MINUTES

SPRING BOARD TRAINING CONFERENCE

SATURDAY, MAY 23, 2020

MEETING AT A GLANCE

➤ MEETING DETAILS

Meeting Led By: Daniel Min, District Governor

Pledge of Allegiance: Mai Vu, D04W LTG

Key Club Pledge: Feliza Cunanan, D28S LTG

Roll Call & Introductions: Grace Yim, District Secretary

Call to Order: 8:15 PM

Adjournment: 9:17 PM

Attendance Report - See Appendix A for complete attendance report

EXECUTIVES 3 / 3 **LT. GOVERNORS** 73 / 74 **APPOINTEES** 10 / 10 **QUORUM** YES

Administrator Present YES Doug Gin, District Administrator

Parliamentarian Present YES Alan Quon, Assistant Administrator

International Representative Present NO Indigo Parlin, Trustee

CNH Kiwanis Key Club Committee 27 / 27

CNH Kiwanis Governor YES YES CNH Kiwanis Governor Elect

CNH Kiwanis Foundation President NO YES CNH Kiwanis Foundation Vice President

Guests 6

➤ SUMMATION OF BOARD ACTIONS

- Action: Approval of Amendments to Board Meeting Agenda
- Action: Approval of Parliamentarian
- Action: Approval of Lt. Governor/Committee/Editor Appoints
- Action: Standard Board Action: Approval of District Reports
- Action: Approval of CNH District Budget
- Action: SAA Coordinator Appointment
- Action: International Endorsement for International Trustee Candidate William Hin
- Action: Declaration of Vacancy for Division 18W & Division 24/29

MEETING MINUTES

MEETING CALLED TO ORDER AT 8:15 PM

Approval of Amendments to Board Meeting Agenda

RESOLVED: That the CNH board approves the following amendments to the board meeting agenda:

- International Endorsement for International Trustee Candidate William Hin
- Declaration of Vacancy for Division 18W & Division 24/29

[M: Shanelle Relucio, D05N Lt. Governor | S: Hilary Wong, D35E Lt. Governor | **PASSED**]

Approval of Parliamentarian

RESOLVED: That the CNH board approves Mr. Alan Quon as Parliamentarian.

[M: Mahima Kodavaki, D16S Lt. Governor | S: Derek Ma, D04S Lt. Governor | **PASSED**]

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➤ MEMORIAL DAY WEEKEND TRIBUTE

Provided by Doug Gin, District Administrator

If you were asked what Memorial Day was about, how would you respond? You would most likely answer that it is a three-day weekend for family and friend get-togethers or picnics. You would be right, in a way, because that is how most Americans view the holiday. That was not the day's intended purpose, however, when people back in the mid-1800s wanted to honor their fallen soldiers after the close of the American Civil War. Over 600,000 men died during the Civil War, the brutal war between the North and South. That's about half of all-American lives lost in all of the nation's wars. After the conflict ended, people were looking for ways to honor the men who had died fighting. In 1864, a group of women in Pennsylvania began visiting the graves of the deceased soldiers, placing flowers on them in memory of their service. In 1866, after word spread about visiting and decorating the graves, women in Mississippi began doing the same thing. This is how the day became known first as "Decoration Day." It didn't originally begin as a nationwide celebration. Waterloo, NY, is the first place that officially celebrated the holiday as a formal, village wide, annual observance to honor the war dead, and it spread from there. Other towns and cities have claimed to be the first, but it is Waterloo that holds the title via a special recognition made by Congress. On May 5, 1868, General John Logan made May 30th the official day of remembrance for the fallen war dead. Flowers were placed on more than 20,000 graves of both Union and Confederate soldiers at the Arlington National Cemetery. From then on, May 30th was the day nearly all communities across the country honored the war dead by decorating their graves. After World War II, it became a day to honor all deceased veterans of any war or service instead of just those who had died in the Civil War. Gradually, Americans came to know this day as Memorial Day vs. Decoration Day. In 1971, Congress officially declared the last Monday of May to be Memorial Day, a national holiday.

Though Memorial Day is not specifically meant to honor veterans, I believe we should all recognize that our veterans had made the conscious decision to put their lives at risk to defend our country. I now ask for anyone who has served in one of our country's armed forces to please stand and accept our gratitude and appreciation for your service.

Thank you, and now I would like for all of us to take a moment of silence for all of those who had made the ultimate sacrifice for our country and for all of us so that we are able to enjoy the freedoms that our country values.

Thank you.

➤ INVOCATION

Provided by Isaiah Ou, Division 7 South Lieutenant Governor

Let's be real. Quarantine sucks. We were all happy that school was cancelled, but nobody expected quarantine to be this long and boring.

I've spent so much time on Tik Tok and videogames, it's kind of scary. I don't even want to look at my screen time anymore. I'm guessing a lot of y'all have probably been doing something similar. Maybe you've been binge watching K-Dramas or hardcore grinding Valorant. Or maybe I'm just completely

off. If that's the case, well I blame quarantine for not letting me meet you all, but seriously if I'm completely off, what have y'all been up to? I genuinely want to know.

A lot of us have probably spent the past two weeks studying for the AP tests, and some of you all are probably still studying for the makeups in June. Besides studying, though, I think it's safe to say that you've all felt at least a little bit unproductive during this time in quarantine. Trust me, it's normal, I felt it too. But who can blame us? I mean, after all, we're all stuck at home with nothing to do.

And that right there is exactly why I, and many of you feel so unmotivated to do anything—we're all stuck at home with nothing to do.

Quarantine really does suck. We can't go outside. We can't see our friends, and maybe it's just me, but all of this digital stuff just doesn't hit the same.

But hey, that's why I'm here to give an invocation in the form of a quote unquote "little motivational speech" (those are Daniel's words by the way). I'm not implying that I'm about to say anything revolutionary. I mean, it'd be nice if you thought it was, but I'm only going to tell you what you already know. It's pretty elementary, but it's nice to get a reminder every once in a while.

Just because we are stuck in this slump, doesn't mean we should lose all motivation.

Yes, many of the things that we wanted to do—both within, and outside of Key Club—we can no longer do. But just because we can't live our lives the way that we usually live them doesn't mean that we should just call it quits in a fit of frustration. This may be a terrible global pandemic, but there's a bright side to every dark side.

We may not be able to host any physical meetings, but hey, that just means that when we do, it'll be that much more special.

We may not have been able to take any actual AP tests on pen and paper, but hey, CollegeBoard is currently getting their butt sued, and I guess we got more time to study.

The point is, even though we are stuck in this undesirable situation, I want you all to realize that it's also a once-in-a-lifetime experience. It sucks that we can't do much right now, but I'm sure in the future you'll have fun telling your kids about the toilet paper in 2020.

Quarantine may be boring now, but when you're back in school, I guarantee you, you will realize how much you missed the free time that you had. So while you're still stuck in the thick of it, go make the most out of your time in quarantine. Go plan out all your future DCMs. Go pick up a new hobby. Go learn a new skill. Go make a move on that person you really like. Heck, if you want to keep playing video games and watching K-dramas go do that too; just don't feel like you're wasting your time. After all, I want to remind you that this day, this month, this year, you're only going to live through once.

Thank you.

➤ REMARKS

KIWANIS FOUNDATION VICE PRESIDENT REMARKS

Provided by Craig Wallace, CNH Kiwanis Foundation Vice President

- Thanks Governor Daniel for inviting him
- Hoping for a successful year not only in leadership but also in the fundraising efforts

CNH KIWANIS GOVERNOR-ELECT REMARKS

Provided by Gary Gray, Kiwanis Governor-Elect

- Honored to be here
- Believes Circle K, Key Club, and KIWIN'S can grow in the next year, but it will require for Kiwanis to also grow
- Hopes that every Kiwanis division could increase with at least 1 new club during his term

SLP DIRECTOR REMARKS

Provided by Bruce Hennings, SLP Director

- Thanks, the leadership Team for their hard work
- Pleasantly surprised with how smooth zoom is, thanks Mr. Gin for his efforts
- Thanks, regional advisors for their support to their students
- Comments on the budget: only 32 LTG's vouched and Only \$6000 of \$19000 was used for vouching last term
- Encourages everyone to vouch

DISTRICT ADMINISTRATOR REMARKS

Provided by Doug Gin, District Administrator

- Thanks, the guests and the region advisors for being here
- He would rather us meet in person and share our stories together
- Thanks, the student leader's resilience, as the times are unprecedented
- Student's dedication and hard work is appreciated
- Wants the students to know the Kiwanians are always here for you

DISTRICT GOVERNOR REMARKS

Provided by Daniel Min, District Governor

For the 2020-2021 term, we have been challenged with the most difficult obstacle of all: this quarantine. However, it is obvious that this quarantine is not something that has been debilitating Key Club. Key Clubbers all over CNH have been supporting front line workers, holding fundraisers for MNT, and so much more. Key Club has adapted to this situation wonderfully and it is your job to continue aiding this transition for clubs through this term. YOU are already faced with so many challenges but I hope you see the light of the current situation. With this, there's a lot to be done this term. It's only a matter of whether you're going to get them done. Are you going to use this quarantine as an excuse to do less or are you going to take this time to create the legacy before this pandemic started?

There is going to be ups and downs throughout this term. It won't be smooth sailing. The path that you wanted to carve isn't going to come easily. In fact, it's going to be harder than ever before. Can you inspire change in a dead club? Can you create innovative ideas? Can you create change within your division and clubs? I see that all of you are ambitious, driven, and have all that you need to make everything that I asked to happen. Our goals of \$260,000 for the Pediatric Trauma Program, 38,000 members, and 900,000 hours may seem hard, maybe even unattainable during this time. However, it's your job to make it happen, and with our combined efforts, I know it's more than possible.

If you ever feel lost or discouraged, remember that there are people all around you to help. The mentors, your fellow LTGs, the executives, we are all here to help another so please never be afraid to reach out. We have a hard term ahead of us, but I can't wait to see the road that we will pave.

DISTRICT SECRETARY REMARKS

Provided by Grace Yim, District Secretary

Greetings NewBees!

On behalf of the executive board, I want to thank you all for being so cooperative and optimistic despite the hard circumstances we are currently facing with the pandemic. I cannot even begin to tell you how incredibly proud you all make Daniel, Yena, and I each day by continuing to serve your divisions with an unwavering passion and dedication despite everything that is going on. We are so proud to be serving as your execs this term. NewBees, I cannot tell you that the journey you are all set to embark on as Lieutenant Governor is going to be easy, but I can guarantee you that it will be worth it. This Key Club term is going to be different than the previous terms we have had, but I want you all to always keep this in mind. Your success is not measured by numbers but is measured by how hard you fought through the difficult times and how you turned a bad situation into something good. Although we are in quarantine and may end up missing out on many Key Club events, I am optimistic that we will still have a successful term and not lose our passion for service. Words cannot express how incredibly grateful I am to be standing here in front of you all as your District Secretary, and I cannot wait to see what is in store for us this term.

Now for my board report:

I would like to take the time to thank you for your very first MRF submissions. Your responsibility to the division you serve is reporting numbers that accurately reflect its success. I completely understand how daunting the DMRF can be at first, but I am grateful for your dedication to accurate reporting. DMRF feedbacks will be sent out to all Lt. Governors who have successfully submitted their MRFs for the month of May, so be on the lookout for them throughout the next few weeks. Throughout the term, I will be sending feedbacks regularly to improve accurate reporting and leadership development.

I would like to express my congratulations to the following divisions who have reported 1,000 hours or more for the 2020-2021 term, starting from March of 2020. Please refrain from clapping or cheering.

- Division 13 South
- Division 22 Makai
- Division 28 East

- Division 30 South

Thank you for your service!

I am pleased to announce that the CNH District has accomplished 25,881.35 total service hours so far. This is a great start and I look forward to seeing the total service hours increase and reach our district goal of 900,000 service hours.

An informational email containing the submissions manual I have created regarding information on all monthly submissions have been sent out to District Board. The submissions manual contains information regarding the following:

- Monthly Report Forms
- Training Conference Reports
- Division Updates
- DCM Agendas
- Articles & Visuals
- Division Newsletters

Reminders:

The following report submissions are due on the 10th of every month before 6:00 PM

- Division Monthly Report Forms
- Training Conference Reports

The following publication submissions are due on the 15th of every month before 6:00 PM

- Articles to the CNH Articles Archive
- Visuals to the CNH Visuals Archive

The following publication submissions are due on the 20th of every month before 6:00 PM

- DCM Agendas to the CNH Archive
- Division Update Google Form
- Division Newsletter to the CNH Newsletter Archive

Closing:

To every Lieutenant Governor, Leadership Team Member, and Advisor that is here today, thank you for an amazing weekend and I could not be prouder of this strong start and the exceptional team in front of me. I am BEE-yond excited for what this term holds for us all.

DISTRICT TREASURER REMARKS

Provided by Yena Suh, District Treasurer

Good evening, New-Bees!

I would like to first thank everyone for bearing with us through the difficulties of hosting a virtual Spring Board Training Conference. While it may not have been the same as seeing all of you in person, I will genuinely value the numerous memories made this weekend. Simply meeting everyone through a computer screen despite our current circumstances served to be a reminder that we are inseparable and will continue to serve regardless of obstacles. Every day, I am reminded of how grateful and honored I am to be serving alongside you for another incredible year of CNH.

And with that, the following is my first Treasurer's report:

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Goals:

After thoughtful discussion with fellow Governor Daniel and Secretary Grace, we agreed that our goal to fundraise for the Pediatric Trauma Program be set to \$260,000. This goal was created after considering the total amount fundraised during the immediate past term and our current lack of fundraising during this pandemic. Although we face difficult circumstances, I hope that our collective efforts after these months affected by the pandemic will allow us to reach this fundraising goal.

Dues Report:

As of the most recent dues report, we have 34,462 members and 731 of the 784 clubs have paid dues. If you are a Lieutenant Governor of a suspended club, please make sure this suspension status is taken care of before September 30, 2020 in order to avoid the reactivation fee of \$100. We must work together in prioritizing these clubs to prevent outstanding fees in the future. Please also remember that all Lieutenant Governors should strive to meet the December 1st deadline for on-time dues, so please begin working with your clubs early on in order to prevent them from becoming a delinquent club later on. I would need to mail all delinquent clubs a letter and it would save much time and money for me if you are working early on to pay dues on time!

Vouching:

After a few presentations regarding vouching and our district budget, I hope you are all comfortable with the logistics of vouching. Remember to keep all receipts necessary for vouching at hand until you can vouch on July 1, 2020, which marks the beginning of the fiscal year. While we have merely gone over tips and reminders for vouching during our training this weekend, more detailed resources for vouching will be available closer to October 1st, including a vouching manual and online Zoom session dedicated to vouching.

Treasurers Reflector Group:

The past club treasurers were removed from the reflector group and I have begun adding current club treasurers for the 2020-2021 term. I will be adding the emails of the club treasurers as provided by Lieutenant Governors every day until completed. The first introductory email will be sent to the reflector group by the end of this month

Closing:

While this training conference is ending, I hope you have all learned and retained the knowledge from this weekend in order to further improve yourselves as servant student leaders. I desperately hope that we will meet soon at Summer Board Training Conference and I will continue to count down the days until we meet. Thank you!

INTERNATIONAL TRUSTEE REPORT

Provided by Indigo Parlin, Trustee

Hello Key Clubbers! My name is Indigo Parlin and I currently serve as a 2019-2020 International Trustee to the Carolinas, Minndak and CNH Key Club Districts. I'm super excited to be able to work with your board throughout the end of my term and I can't wait to see all of the amazing goals you will accomplish.

Right now, International has a lot of different projects and initiatives we've been working on. The COVID task force has been coming up with solutions to problems that are presented by the

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pandemic, creating resources for online meetings and elections and coming up with ways to thank essential workers, such as our "Thank You" video shared on Instagram. The committee I serve on, the International Opportunities Committee, has created resources that outline ideas for how to engage with our KCI preferred charity while also complying with social distancing and safety precautions. These are being released through our KCI social media and my trustee updates, so make sure to stay tuned.

I'm sure many of you are wondering what is going on with International Convention and the international elections committee. These committees have been working hard to come up with solutions to the problems that COVID presents- however, no official communications have been released by these committees as we are still waiting on approval and insight from Kiwanis Staff. As soon as I know anything official about the ICON schedule, events, or elections procedures, I will notify you in an email update.

In the meanwhile, continue leading in your communities. Right now is a hard time for everyone, from struggling with mental health to providing for our families. Continue being kind, continue reaching out to your friends and family, and continue serving others, especially those in your home. As we move towards the end of our current situation, people will look for leaders in their lives. And those leaders will be all of you.

If you ever need anything, please do not hesitate to reach out to me. I love you CNH!!

Approval to Adopt the Amended Agenda

RESOLVED: That the CNH board approves to adopt the amended board agenda.

[M: Lion Park, D12W Lt. Governor | S: Ashley Sanchez, D38E Lt. Governor | **PASSED**]

➤ BOARD BUSINESS

Unanimous Approval of Appointed Board

RESOLVED: That the CNH board approves of the following appointments:

Division 22 Hikina Lieutenant Governor, Hollie Radar

Division 33 Lieutenant Governor, Adriana Alvarado

District News Editor, Nancy Duong

District Technology Editor, Luis Herrera

District Visual Media Editor, Austin Nguyen

Communications and Marketing Chair, Britney Sun

District Convention Chair, Harin Lee

Kiwanis Family and Foundation Chair, April Nguyen

Membership Development and Education Chair, Melanie Garcia

Member Recognition Chair, Antonio Quesada

Policy, International Business, and Elections Chair, Ilene Thaopreseuth

Service Projects Chair, Tobi Yao

[M: Jannika Reyes, D16W Lt. Governor | S: Kristen Carpio, D34N Lt. Governor | **PASSED**]

Installation of Appointed Board

Kiwanis Governor-Elect Gary Gray installs the Appointed Board members.

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➤ REPORTS

DISTRICT NEWS EDITOR

Provided by Nancy Duong, District News Editor

Newsletters:

Looking at previous newsletters and considering new ideas for our newsletter, I would like to make the committee submissions to be created based on their committee color. I plan on incorporating more visual aspects to the newsletter to maintain and promote readership. Finally, I'd like to encourage all chairs to submit monthly submissions for the newsletter. I'll do this by communicating with each LT member and discussing ideas that they can implement into our newsletter. I have sent out an email to each chair and their submissions will be due the 20th of every month at 6PM. These submissions and my work combined will create a newsletter that will be posted onto the District Cyberkey and other forms of social media on the first of each month.

Promotion:

After discussing with the Communications & Marketing Committee, ways that we can promote different District resources such as the newsletter is by creating more videos and utilizing the app TikTok.

Communication:

To get as much participation in newsletter submissions as possible from all committees, I will be discussing with each chair ideas that they can include that is relevant to the time being. Doing this will not only encourage them to contribute but will also serve as a reminder for them to submit before the deadline.

DISTRICT TECHNOLOGY EDITOR

Provided by Luis Herrera, District Tech Editor

CyberKey:

Looked over the new CyberKey and analyzed what information still needs to be updated as well as what links need to be fixed. I created a CyberKey request form for DB members to fill out if they ever need something posted, created, or updated on the website and I'm planning to create a form to collect feedback from the district on the new CyberKey. Lastly, I'm planning to meet with Mr.Chang to look over the Cyberkey and learn more about the system it's created on.

Social Media:

I'm planning on creating 2 promotional graphics, one to promote the new CyberKey website to members once it's fully updated and cleaned up, and the other graphic to promote the District Instagram account, which would be send out to all LTG's and club editors/presidents politely asking if they could post it on their club/division social media pages to reach more members. Finally, I'm planning fix it with Mr. Chang to make sure all graphics are posted on all social media platforms.

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DISTRICT VISUAL MEDIA EDITOR

Provided by Austin Nguyen, District Visual Media Editor

Video Ideas and Schedule:

Mr. Chang and I have agreed to change What's Poppin' from a monthly series to bimonthly, five in total (July, September, November, January, and March). I have created a request form for those committees wanting to create a video. I am planning to release a video series about miscellaneous resources on our biggest events, some ideas include:

- How to make a Spirit Stick
- Packing for DCON
- What is Fall Rally?
- What is DCON?
- How to apply for Contests

Additionally, I will continue to keep YouTube as an archive/portfolio and continue using Instagram as the main source of outreach.

District Visual Media Team:

As of now, I am going to be working with Mr. Chang about this and I am planning to begin the application process for the DVMT around July.

COMMUNICATIONS AND MARKETING

Provided by Britney Sun, Communications and Marketing Chair

Communication:

An introduction email has been sent out to the CM committee reflector group including a message from the editors, applications for committee secretary, as well a skills/interest form. The goal of this form will be to help the Chair organize committee members into groups for future tasks and suit each individual's strengths. Inter-committee collaboration will be used to promote the SOSF and create various forms of educational material for members. An availability spreadsheet will be sent out to decide on a date for monthly committee meetings.

Appointment:

After review of committee secretary applications, Division 42 East Lieutenant Governor Carter Kawaguchi has been appointed as committee secretary.

Projects:

Through gathering responses in our survey, the committee has discussed goals of educating members through creative means in order to maintain their engagement. Bimonthly Buzzin' Break videos will be produced with the help of the CM committee and the elected DVMT members. The committee will collaborate to create new banner graphics that suit the dimensions for the Cyberkey and other social media as well.

Marketing:

The committee plans on utilizing Tik Tok as a new platform to advertise and educate members. The #joinourhive campaign will be expanded to feature not only overlays but potentially a member

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video contest for members to participate in and become recognized on our district social media. New promotional content will be added into a resource folder for clubs during recruitment season.

Branding:

I plan to work with our Division News Editor and Division Tech Editor to update the graphic standards to incorporate a more comprehensive list of fonts and colors.

DISTRICT CONVENTION

Provided by Harin Lee, District Convention Chair

Committee Secretary Appointment:

After reviewing the Committee Secretary applications, Division 34 North Lieutenant Governor Kristen Carpio has been chosen as the Committee secretary for the District Convention Committee.

DCON 2021 Applications:

The committee has analyzed the results from the post-DCON 2019 survey and discussed logistics of DCON 2020. We have discussed applications for DCON 2021 in areas such as Governor's Ball/Alternative Activities, General Sessions, Registration, and workshops.

Tasks Groups:

Task group assignments have been made for the following tasks: Old Board Dinner, Keynote Speaker/Performer, and DCON Video Series, and Ribbon Selection.

DCON 2021 Theme Selection:

It has come to our attention that the theme selected for DCON 2021 is copyrighted. A google form has been sent to the District Board to vote for the new theme. Please vote by Wednesday, May 26th 6 PM.

KIWANIS FAMILY AND FOUNDATION

Provided by April Nguyen, Kiwanis Family and Foundation Chair

Kiwanis Family and Foundations Committee Secretary:

Division 2 South Lieutenant Governor, Jarlene Clavido, is appointed as Committee Secretary.

Monthly Committee Teleconferences:

The monthly Kiwanis Family and Foundations Committee meeting will be held every 1st Friday from 5:00-6:00pm.

Tasks and Assignments:

The members of Kiwanis Family and Foundation Committee are split into six different task groups: CNH Foundation, College, Key Leader, Kiwanis Family, Newsletter, and PTP. Each committee member will have a new partner, as well as a new task group.

Ideas:

The members of the Kiwanis Family Foundations Committee discussed ideas to promote the Kiwanis Family and Key Leader. Ideas included YouTube videos and more informative graphics.

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MEMBERSHIP DEVELOPMENT AND EDUCATION

Provided by Melanie Garcia, Membership, Development, and Education Chair

Introduction:

An introduction email was sent out about the chair and committee, along with a committee secretary application and committee member questionnaire.

Committee Secretary Appointment:

Division 37 West Lieutenant Governor Aria Phan has been appointed as the Membership Development and Education Committee Secretary.

Directives & Goals:

Committee directives were sent out by the executives and will be reviewed by the committee. The goals for the committee revolve around expanding more on video education, creating accessible resources, ways to improve member-to-member-interaction, and launching a charity livestream.

Subcommittees:

The MDE committee has been split into different subcommittees with different tasks during the term. However, we decided that subcommittees will rotate as the term goes on so that each LTG gets a chance to work with everyone. As OTC season approaches, the MDE subcommittees have been split for the officer video they will be making presidents/vice-presidents, treasurers, and secretaries.

MEMBER RECOGNITION

Provided by Antonio Quesada, Member Recognition Chair

Introduction:

An introduction email was sent containing an overview of the Member Recognition email, committee secretary application, and a committee member questionnaire. In our board meeting, we had some activities to introduce ourselves and get to know each other.

Appointments:

After carefully reviewing all the committee secretary applications, Division 2 North Lt. Governor Rachael Zheng was appointed the Member Recognition Committee Secretary.

Directives and Goals:

Directives were sent out by the District Executives and have been reviewed by the committee. Suggestions were made and committee goals have been set for the term, as well as a rough outline per quarter. Each member of the committee has shared their goals for the committee.

Task One:

Task one has been sent out to the committee. Lt. Governors were paired up in twos. They were assigned contests to review, edit, and discuss at their own availability with each other. The second part of the task was Region assignments. Each committee member has been tasked to contact with their assigned and own regions they are assigned to communicate and relay information monthly. In addition, all committee members have been asked to review all contests to become familiar with all the contests.

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Promotion of Contests:

Due to our decrease and poor submissions, new ideas to promote and relay contest information has been suggested by the chair and committee. We will soon be deciding new and effective ways of promotion through DCM workshops, social media, IGTV, Q&A's, and Lt. Governors.

POLICY, INTERNATIONAL BUSINESS, AND ELECTIONS

Provided by Ilene Thaopreseuth, Policy, International Business, and Elections Chair

Committee Secretary:

After reviewing all of the Committee Secretary applications Cheryl Bai was chosen from Division 34 South as the Committee Secretary for the Policy, International Business, and Elections Committee. This was announced at the PIE Committee Meeting on May 23, 2020. We have clearly addressed expectations and duties of the duties she has as committee secretary.

Mentor/Mentee Communication:

During a call that I had with Ms. Qualm and Mr. Cuning previously this week and yesterday, we discussed the 2020–2021 Committee Directives, Committee Secretary Application, what they expected from me as PIE Chair, and the goals we have for this term.

The PIE Mentors and I, along with Mr. Gin and District Governor Daniel discussed whether William Hin would be able to seek endorsement from the 2020–2021 District Board for the position of International Trustee. We discussed what International Bylaws allow him to proceed with asking for endorsement along with what Caucus Procedures to follow.

First Committee Meeting:

The PIE Committee's first meeting was conducted on 8:15AM on Saturday, May 23, 2020 During this meeting, we introduced every member of the committee, appointed the committee secretary, went over the directives of the PIE committee, discussed Club Bylaws, Campaigning, what is expected of the PIE Committee, and how a member is able to seek endorsement due to the Key Club International Guidebook,

Committee Teleconferences:

Committee teleconferences have been decided to be held on the 2nd Tuesday of the month at 8:00PM.

Closing Remarks:

As we jump into the 2020–2021 term, I am very excited to be working along with the PIE Committee, Ms. Qualm and Mr. Cuning. I can't wait to see the things that we will achieve despite the current pandemic going on!

SERVICE PROJECTS

Provided by Tobi Yao, Service Projects Chair

Appointment:

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Division 5 North Lt. Governor, Shanelle Relucio, was appointed as Service Projects Committee Secretary.

Monthly Teleconferences:

Monthly meetings for the Service Projects Committee will be held on the second wednesday of each month at 8:00 PM PST.

Spotlight on Service Program:

We confirmed the SOSOP calendar to be the same as last year. (January: Children's Miracle Network, February: Kiwanis Foundation, March: March of Dimes, April: Community Outreach, May: Eliminate Project, June: Health and Safety, July: BEE Clean, CNH!, August: Children's Education, September: Pediatric Trauma Program, October: UNICEF, November: Kiwanis Family, December: Providing Basic Needs)

Service Projects Brainstorm:

The committee brainstormed service projects members can participate in at home and programs to encourage member participation.

Approval of Board Reports

RESOLVED: That the CNH board approves all executive, appointed, and committee reports.

[M: Tristan Allen, D46S Lt. Governor | S: Javier Nunez, D13W Lt. Governor | **PASSED**]

➤ NEW BUSINESS

Approval of CNH District Budget 2020-2021

RESOLVED: That the CNH board approves the 2020-2021 District Budget.

[M: Lorelei Casilian, D28E Lt. Governor | S: Vivian Du, D04N Lt. Governor | **PASSED**]

SAA Coordinator Appointment

RESOLVED: That the CNH board approves the SAA Coordinator Appointment of D19N Lt. Governor Ryan Son.

[M: Nathan Tran, D07N Lt. Governor | S: Anran Ren, D19S Lt. Governor | **PASSED**]

International Endorsement for International Trustee Candidate William Hin

RESOLVED: That the CNH board approves of the endorsement of International Trustee candidate William Hin

[M: Ryan Son, D19N Lt. Governor | S: Cheryl Bai, D34S Lt. Governor | **PASSED**]

Declaration of Vacancy for Division 18W & Division 24/29

RESOLVED: That the CNH board approves of the declaration of vacancy for D18W and D24/29

[M: Rafael Afodaca, D42W Lt. Governor | S: Carter Kawaguchi, D42E Lt. Governor | **PASSED**]

Motion to Adjourn

[M: Valeria Herrera, D36W Lt. Governor | **PASSED**]

MEETING ADJOURNED AT 9:17 PM

CNH Records: Board Meeting Minutes

Respectfully Submitted By:



Grace Yim
District Secretary
2020-2021



Daniel Min
District Governor
2020-2021



Doug Gin
District Administrator
2020-2021

APPENDIX A: ATTENDANCE

Attendance for this Board meeting was completed by District Secretary Grace Yim

➤ EXECUTIVE COMMITTEE

DISTRICT GOVERNOR Daniel Min

DISTRICT SECRETARY Grace Yim

DISTRICT TREASURER Yena Suh

➤ LT. GOVERNORS

DIVISION 2 NORTH Rachael Zheng

DIVISION 2 SOUTH Jarlene Clavido

DIVISION 3 NORTH Rachel Kwon

DIVISION 3 SOUTH Chrystal Masaoay

DIVISION 4 EAST Vincent Vu

DIVISION 4 CENTRAL Jacob Rice

DIVISION 4 NORTH Vivian Du

DIVISION 4 SOUTH Derek Ma

DIVISION 4 WEST Mai Vu

DIVISION 5 NORTH Shanelle Relucio

DIVISION 5 SOUTH Edward Rosario

DIVISION 7 NORTH Nathan Tran

DIVISION 7 SOUTH Isaiah Ou

DIVISION 7 WEST Hollie Truong

DIVISION 8 Aimee Han

DIVISION 10 NORTH Nicole Setiabudi

DIVISION 10 SOUTH Jerica Fang

DIVISION 11 Kayla Benozza

DIVISION 12 EAST Emily Vu

DIVISION 12 SOUTH Andrew De Guzaman

DIVISION 12 WEST Lion Park

DIVISION 13 NORTH Luisa Arellano

DIVISION 13 SOUTH Vyanh Tran

DIVISION 13 WEST Javier Nunez

DIVISION 14 Chaylin Polines

DIVISION 15 EAST Lia Busby

DIVISION 15 NORTH Katherine Nguyen

DIVISION 15 SOUTH Emily Lu

DIVISION 16 EAST Marcus McNulty

DIVISION 16 NORTH Samara Stamps

DIVISION 16 SOUTH Mahima Kodavaki

DIVISION 16 WEST Jannika Reyes

DIVISION 18 EAST Brenda Manyvanh - **ABSENT**

DIVISION 18 WEST

DIVISION 19 NORTH Ryan Son

DIVISION 19 SOUTH Anran Ren

DIVISION 20 Kaitlin Sneed

DIVISION 21 Gina Roberg

DIVISION 22 HIKINA Jennifer Cheung

DIVISION 22 KOMOHANA Hollie Rader

DIVISION 22 MAKAI Maya Oishi

DIVISION 23 Helena Alquiza

DIVISION 24/29

DIVISION 26 NORTH Edeline Ong

DIVISION 26 SOUTH Caroline Lobel

DIVISION 27 NORTH Sebastian Flores

DIVISION 27 SOUTH Colin Kang

DIVISION 28 EAST Lorelei Casilian

DIVISION 28 NORTH Jaden Talon

DIVISION 28 SOUTH Feliza Cunanan

DIVISION 28 WEST Minie Chauhan

DIVISION 30 NORTH Amy Wang

DIVISION 30 SOUTH Jennifer Vo

DIVISION 31 Kathleen Nguyen

DIVISION 32 Justin Hou

DIVISION 33 Adriana Alvarado

DIVISION 34 NORTH Kristen Carpio

DIVISION 34 SOUTH Cheryl Bai

DIVISION 35 EAST Hilary Wong

DIVISION 35 WEST Catherine Nguyen

DIVISION 36 EAST Chelsea Widjaja

DIVISION 36 WEST Valeria Herrera

DIVISION 37 EAST Lynne Do

DIVISION 37 NORTH Guile Hua

DIVISION 37 SOUTH Haley Tran

DIVISION 37 WEST Aria Phan

DIVISION 38 EAST Ashley Sanchez

DIVISION 38 WEST Aidan Sidikpramana

DIVISION 39

DIVISION 42 EAST Carter Kawaguchi

DIVISION 42 WEST Rafael Afodaca

DIVISION 43 Caitlenn Frofunga

DIVISION 44 NORTH Jade Nguyen

DIVISION 44 SOUTH Jackie Wong

DIVISION 44 WEST Sarvesh Krishan

DIVISION 45

DIVISION 46 NORTH Monica In

DIVISION 46 SOUTH Tristan Allen

DIVISION 47

➤ APPOINTED BOARD

DISTRICT NEWS EDITOR Nancy Duong
DISTRICT TECHNOLOGY EDITOR Luis Herrera
DISTRICT VISUAL MEDIA EDITOR Austin Nguyen
COMMUNICATIONS AND MARKETING Britney Sun
DISTRICT CONVENTION Harin Lee
KIWANIS FAMILY & FOUNDATION April Nguyen
MEMBERSHIP DEVELOPMENT & EDUCATION Melanie Garcia
MEMBER RECOGNITION Antonio Quesada
POLICY, INTERNATIONAL BUSINESS, & ELECTIONS Ilene Thaopraseuth
SERVICE PROJECTS Tobi Yao

➤ KIWANIS COMMITTEE

DISTRICT SLP DIRECTOR Bruce Hennings
DISTRICT ADMINISTRATOR Doug Gin*
ASSISTANT ADMINISTRATOR Marshall Roberson*
ASSISTANT ADMINISTRATOR Alan Quon*
SPECIAL ASSISTANT Marek LeBlanc
SPECIAL ASSISTANT Pete Ballew
REGION 1 Lisa Watson *
REGION 2 Carolyn Qualm*
REGION 2 Timothy Cuning*
REGION 3 Elaine Pong
REGION 3 Kathy Kendrick
REGION 4 Scott McGuffin
REGION 5 Hanna Santee
*Signifies an Executive/Chair/Editor Mentor Guests

REGION 6 Neil Atkinson
REGION 7 Doug Ridnor
REGION 8 Jackie Acosta
REGION 9 Victor Chan*
REGION 10 Stacie Marotta
REGION 11 Carole Farris*
REGION 13 Patricia Cridland
REGION 14 Michelle Sakurada*
REGION 15 Tricia Shindledecker*
REGION 16 Bruce Mercado
REGION 17 Rachel Shanley*
Region 17 Valerie Klingelhofer
REGION 18 Charlene Masuhara*
REGION 18 Josh Chang*

➤ GUESTS

CNH KIWANIS FOUNDATION VICE PRESIDENT Craig Wallace
KIWANIS GOVERNOR Tim Cuning
KIWANIS GOVERNOR-ELECT Gary Gray
KIWANIS EXECUTIVE DIRECTOR Mark McDonald
REGION 3 ASSISTANT ADVISOR John Pong
REGION 13 ASSISTANT ADVIOR Pat Foltyn