

**OHIO DISTRICT KIWANIS FOUNDATION  
ANNUAL MEETING  
MINUTES**

**August 13, 2011  
8:30 a.m.**

**Park Inn  
Toledo, Ohio**

President Randy Beard called the meeting to order at 8:30 a.m. on Saturday, August 13, 2011 at the Park Inn, Toledo, Ohio. He reminded those in attendance that all Kiwanis members in good standing are members of the Foundation and can participate and vote in this meeting.

**PRESIDENT'S REPORT**

President Randy Beard thanked clubs who have donated to the Club Birthday Fund. He then recognized individuals who are part of the Ambassadors Program for their continuing gifts in support of the Foundation.

Next he recognized those that worked for the Ohio District Kiwanis Foundation this past year serving on committees, chairing specific committees, leading initiatives, faithfully attending board meetings:

Committee members: Katie Rennard, Jerry Osborne, George Yanda, Alan Penn, Dr. Dennis Lehman, David Kuhn, Diana Keplinger.

Board Members: Ohio District Governor John DeVilbiss, Ohio District Governor Elect Bill Snellgrove, Immediate Past Ohio District Governor Don Parker, Ohio District Secretary David Whiteman, Kiwanis International Foundation Representative Leonard Abrams, Circle K representative Dan Prokov, Key Club representative, Michael Murray, Past Ohio District Treasures representative Vee Reifsnnyder, Governors Representative Rosalie Beers, Governors Representative Cory Briner, Foundation Secretary Treasurer Jean Forbes, and Executive Director Ted Coons.

Elected Members: Al Allender, Randy Beard, Bob Columber, Susan Denning, Bill Flinta, Douglas Huth, Sande Johnson, Kathryn Karpus, Walt Maki, Ralph Nolfi, Faith Levine, Bob Williams and Katie Rennard who was appointed midyear.

He reported on the fundraising and project support of Pediatric Trauma – Prevention and Treatment. Support of the First Family's Project this year has provided funds for many grants for Pediatric Trauma Safe Transport projects this year and in the future.

As President of the Board, Randy's emphasis has been to expand the Club Advised Funds. The Club Advised Funds under the Foundation's investment umbrella assists clubs of all sizes to develop funding programs for the support of club efforts in their communities. New clubs have been added to this program this year and there have been additional deposits for existing funds. We anticipate that these funds will help us reach the goal of \$1 M under management of the Foundation by the end of 2011.

The board has been working on communicating the Foundation's programs through speakers at clubs and Divisions. Those wishing to have a foundation speaker visit a club meeting should contact Secretary Jean Forbes. Club education and club public relations efforts include:

- The need for participation in the Birthday Club Gift programs to both our Ohio District Foundation and the Kiwanis International Foundation.
- The Ambassador program of the Foundation directed at each Kiwanian and providing an opportunity for personal participation in expanding the financial resources as well as helping to educate others about the Foundation.

- The availability of grants to help Kiwanis clubs start or expand projects which serve children.

President Randy reported the board has worked hard this year to strengthen the organization administratively. No need for Bylaws revisions is found necessary at the present time. Policies have been reviewed and updated. Independent accountants at Meaden and Moore completed a financial review for last year with no findings. They worked very closely with the board this year as more about the requirements of the IRS for reporting on the Form 990 and policies which are reported on that form became known. The board believes that the Foundation is in compliance with all those requirements. The investment policy and investment advisor have provided a good basis for successful investment of your funds. Peter Gaughan is our investment adviser from Morgan and Keegan and is providing the assistance needed by the board.

The board also spent part of each meeting completing a process of strategic planning for the future of the organization resulting in the development of three goals.

Randy thanked both Ted Coons serving as Executive Director and Jean Forbes serving as our Secretary/Treasurer for their work and diligence on behalf of the foundation this year.

Members were reminded to read the Annual Report which highlights the activities of the Board and Committees in the past year.

#### **SECRETARY/TREASURER'S REPORT**

Secretary/Treasurer Jean Forbes reported financial data current through June 30, representing nine months of the current administrative year.

The total assets of the Foundation as of June 30, 2011, were \$875,844. Of these assets, 30% are restricted funds. These include the Club Advised Funds invested by 17 clubs, KICK Fund, Pediatric Trauma Fund, First Lady's Project, and Disaster Relief Fund. 70% of the assets are in the permanent endowment of the Foundation. The board operates under the guidelines established in the bylaws that no more than 5% of those funds would be used for operating and grants of the Foundation.

The expenses of the last nine months total \$37,377. Operating expenses of \$13,871 included such things as the cost of liability insurance, financial review and consultation by independent accountants, promotion costs, postage, office supplies, printing, and investment management fees.

Grants and donations of \$19,114 included seventeen grants and two scholarships. Of the grants, \$12,314 was granted for pediatric trauma prevention projects. On August 12, the board approved an additional eight grants for a total of \$14,010. Golf outing expenses of \$4,392 were spent before June 30. Those were balanced with income which is reported under income figures.

In the past nine months, income included \$15,644 from interest and dividends on our investments and bank accounts. \$15,180 was received from donations including Past International Presidents Awards, Ambassador Program, Memory and Honor Gifts, and Club Birthday Gifts. Restricted Fund donations of \$16,581 came from donations to the First Family Project Donations, KICK, Pediatric Trauma and Walk the Magic Mile. Golf Outing Receipts before June 30 were \$10,651. Administrative fees received from Club Advised Funds totaled \$2,057. These receipts total \$60,113.

Not reflected in the figures reported above are the income and expenses incurred in July for the Ohio District Golf Outing which is sponsored by the Foundation. The preliminary numbers show an operating profit of about \$4,000 from this year's event which is added to the endowment funds of the Foundation.

Jean reported that Peter Gaughan met with the Board on August 12 and reported that in 2010 the return on the Foundation's investments was up 10%. In the first two quarters of this year the portfolio was up 3%. The board has stayed in contact with the investment manager and monitors the portfolio performance in comparison to appropriate stock market indices. The Foundation portfolio has done slightly better than those indices throughout the past year which was in keeping with the Investment Policy of the Foundation board.

Jean moved that this report be accepted and filed subject to audit committee review. Seconded by Betsy Mincey and passed.

### **ELECTION OF NEW BOARD MEMBERS**

Because the President and Vice-President are candidates for re-election to the Board, Randy Beard turned the chair over to Ted Coons, Executive Director to conduct the elections.

Ted Coons reported that in accordance with Article VI Section 2, of the Foundation Bylaws the Board did the following:

- 1) Encouraged interested members to submit names and qualifications. An application which was endorsed by the club and division of the applicant was submitted for six candidates.
- 2) The names of candidates along with a brief biography were published in Ohio District Kiwanis Magazine and mailed to the secretary of each Kiwanis club in Ohio.
- 3) Each candidate has given consent to be nominated and agreed to fulfill the duties of the office.
- 4) In accordance with the Foundation's bylaws, four members are to be elected to serve on the Board for three year terms, one member is to be elected to fill a two-year term and one member is to be elected to fill a one-year term.

The Nominating Committee chaired by Past Governor Don Parker has reported the following candidates to the Board. The candidates are: Randy Beard (Division 25), William Flinta (Division 20), Joe Lemak (Division 5), Faith Levine (Division 10-W), Katie Rennard (Division 20), and Robert Williams (Division 14).

Ted moved that the report of the Nominating Committee be accepted and place the names of the six candidates into nomination. There was a unanimous vote to accept the report of the Nominating Committee. There were no additional nominations from the floor.

Al Allender moved to close the nominations. Seconded and passed by voice vote.

Ted Barrows moved to cast a unanimous ballot for the slate of nominees. Seconded and passed by voice vote.

The candidates were given two minutes each to present themselves. Ted reported that the Board has determined that assignment to the terms of different length will be done by a drawing of lots by those elected.

## **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Ted Coons reported spending much of his time for the Foundation this year helping clubs use the Club Advised Fund service of the Foundation. The Club Advised Funds are a mechanism for clubs to utilize the Foundation as an approved vehicle for the investment and disbursement of charity funds under the 501(c)(3) provisions of the IRS. To establish a Club Advised Fund, club members and board would execute an agreement with the Foundation and invest a minimum of \$5,000 with the Foundation pooled investments. This program is currently being used by 17 clubs in the Ohio District. Additional clubs are working with the Foundation to make decisions about the establishment of such funds. For complete details on the Club Advised Fund program, clubs should contact Jean Forbes or Ted Coons.

Ted reported he had worked this year with Susan Denning in leading a strategic planning process with the Board members. Several hours were added to each board meeting for discussions which led to the development of three new strategic goals for the next few years. These include:

- A commitment to develop annual, memorial and legacy giving opportunities for members and clubs;
- A commitment to training upcoming lt. governors and club officers in the activities and programs of your Foundation
- A detailed succession plan for the offices of Executive Director and Secretary/Treasurer in the next 2-4 years.

The Board believes these are important tasks for the success of the Ohio District Kiwanis Foundation in the future.

Ted turned the chair back to Randy Beard.

Randy Beard introduced Al Allender, chair of the Grants Committee to report on the activities of the Foundation in that area.

## **REPORT OF THE GRANTS COMMITTEE**

Al Allender emphasized the importance of donations to the Foundation through the Club Birthday gifts, Ambassador Program members, PIP award presentations and support of the First Family Project. This is the source of funding for the grants the Foundation is able to award.

Thanks to this support of the Foundation, grants have been given to 25 different projects in the Ohio District this administrative year for a total of \$33,124 including those approved by the board on August 12. The First Family Project has provided funds that are immediately available for pediatric trauma grants. Clubs have been actively involved in their communities to plan for these projects with a great response to the emphasis on safe transport of children. Al mentioned a few of these. Child size equipment for ambulances has been provided in Lancaster, Mt. Gilead, Brecksville, Maumee, and Tiffin. Nine clubs in Divisions 10E, 10S and 10W are providing this equipment in 9 communities in Franklin County with their donations matched by a Foundation grant. Safety Days and bike helmet distributions have been held in Fairfield, Lima, Southwest Ohio, Russellville, and Delaware County. Car seats have been inspected and replacements provided in Defiance, Bryan, Willard, and Youngstown.

Through the Foundation endowment, funds are provided for other community projects. Some of these include improvements of theater and athletic facilities, Special Olympics competitions, book distributions and after school programs.

All clubs are encouraged to be aware that the Foundation is a source of funding to support service projects, particularly in the area of pediatric trauma education, prevention and treatment. The board has revised the application form and guideline information for greater clarity of our requirements.

### **RECOGNITION OF OUTGOING BOARD MEMBERS**

Randy Beard presented certificates of appreciation to the board members who have served this year and are going off the board:

Sande Johnson – elected, term finished

Rosalie Beers – Kiwanis District Board rep

Cory Briner – Kiwanis District Board rep

Don Parker – Immediate Past Governor who has served three years on the board and has promoted the Foundation throughout the District during his term as Governor

### **RECOGNITION OF FOUNDATION HONOREES**

Randy Beard presented appropriate award recognition for donations made to the Ambassador Program which recognizes those who have made continuing gifts to the Foundation starting with a minimum of \$50.

Patron Level Certificates and pins were presented for gifts of \$100 to Cory Briner, Bob Columber, Brian Shaffer, and Kelly Shaffer. Gold Level Certificate and pin was presented for a gift of \$250 to Al Allender and a Diamond Level Certificate was presented for additional gifts of \$1,000 to Bob Amster.

With the assistance of Past International President Don Williams, a Don Williams Fellowship Award was presented to Katie Rennard.

### **ANNOUNCEMENTS**

Randy Beard encouraged attendance at a Forum presented by the Foundation to learn how each club can benefit from a grant from the Foundation and other services of the Foundation.

He announced the Foundation Board will meet immediately following this meeting for their Annual Meeting to determine the length of term for the newly elected board members and elect officers for the next year.

The meeting was adjourned at 9:12 a.m.

Respectfully submitted,  
Jean Forbes, Secretary/Treasurer