



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

November 4, 2011
District Board Meeting Packet



CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

November District Board Packet

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CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

2011-2012 District Board of Officers
November District Board Meeting
Friday, November 4, 2011 at 10:00 am
Old Oak Ranch, Sonoma, CA

Agenda

- I. **Call to Order** – Brett Butler, District Governor
- II. **Flag Salute** – Virginia Mac, Publications Editor Chair
- III. **Invocation** – Diana Vuong Tran, Golden Gate Lt. Governor
- IV. **Introduction of Guests** – Jonathan Cao-Nguyen, District Secretary
- V. **Approval of Agenda**
- VI. **Approval of Minutes**
 - a. July 17th, 2011 Board Meeting
- VII. **Approval Items**
 - a. Golden Gate Division Split Proposal – Diana Vuong Tran, Golden Gate Lt. Governor
 - b. Addition of the DSI & DFI to Operating Procedures Proposal – Ally Bogan, Jonathan Cao-Nguyen, and Stefanie Chow
 - c. District Large Scale Service Project North Proposal – Ally Bogan, District Service Chair
 - d. District Large Scale Service Project South Proposal – Ally Bogan, District Service Chair
- VIII. **Board Reports**
 - a. Chair Reports
 - i. Awards – Ruben Ruiz
 - ii. District Convention – Gary Deng
 - iii. Fall Training Conference – Karen Chen
 - iv. Kiwanis Family – Stephanie Rivera
 - v. Membership Development & Education – Jackelyn Rivera
 - vi. On to International Convention – Daniel Ha
 - vii. Publications – Virginia Mac
 - viii. Service – Ally Bogan
 - ix. Technology – Xin Wei
 - b. Lieutenant Governor Reports
 - i. Capital – Erin Szelagowski



- ii. Central Coast – Sarah Oda
 - iii. Desert Oasis – Crista Cabahug
 - iv. Foothill – Christian Tolosa
 - v. Golden Gate – Diana Vuong Tran
 - vi. Magic Kingdom – Michael Tung
 - vii. Metro – Jonathan Junpradub
 - viii. Paradise – David Rozul
 - c. Treasurer – Stefanie Chow
 - d. Secretary – Jonathan Cao-Nguyen
 - e. Director, Service Leadership Programs – Bruce Hennings
 - f. District Administrator – Camille Goulet
 - g. Governor – Brett Butler
- IX. **Upcoming Events**
- a. District Large Scale Service Project, approved dates
 - b. Next Board Meeting, January 27th in Rancho Cucamonga, CA
 - c. District Convention 2012, March 23rd-25th, 2012
- X. **Announcements**
- XI. **Benediction** – Karen Chen, Fall Training Conference Chair
- XII. **Adjournment** – Brett Butler, District Governor



CALIFORNIA-NEVADA-HAWAII DISTRICT
Circle K International
November 4, 2011
District Board Meeting Packet

Minutes for Approval



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

2011 – 2012 District Board of Officers
July District Board Meeting
Sunday, July 17, 2011 at 9:00 am
Kiwanis Professional Center, Rancho Cucamonga, CA

Minutes

Brett Butler, District Governor
Jonathan Cao-Nguyen, District Secretary
Stefanie Chow, District Treasurer
Erin Szelagowski, Capital Lieutenant Governor
Sarah Oda, Central Coast Lieutenant Governor
Christian Tolosa, Foothill Lieutenant Governor
Michael Tung, Magic Kingdom Lieutenant Governor
Jonathan Junpradub, Metro Lieutenant Governor
David Rozul, Paradise Lieutenant Governor
Ruben Ruiz, Awards Chair
Gary Deng, District Convention Chair

Karen Chen, Fall Training Conference Chair
Stephanie Rivera, Kiwanis Family Chair
Jackelyn Rivera, Membership Development & Education Chair
Daniel Ha, On to International Convention Chair
Virginia Mac, Publications Editor
Ally Bogan, Service Chair
Xin Wei, Technology Chair
Camille Goulet, District Administrator
Bruce Hennings, Director of Service Leadership Programs

Guests:

Richard Olmstead, CNH Kiwanis Governor Elect
Armando Velaquez, Magic Kingdom Regional Advisor and Awards Advisor
Tom Ramirez, Metro Regional Advisor
Don Hull, District Convention, Website, and Sunburst Advisor
Steven Wang, Immediate Past Desert Oasis Lt. Governor
Peter Le, Immediate Past Golden Gate Lt. Governor
Jessica Eto, Social Chair from UCSD
Nelson Nguyen, CSUF
Cami Tam, Immediate Past Desert Oasis Lt. Governor

- I. **Call to Order** - Brett Butler, District Governor - 9:00 am
- II. **Flag Salute** - Xin Wei, District Technology Chair



III. **Invocation** – Gary Deng, District Convention Chair

IV. **Introduction of Guests** – Jonathan Cao-Nguyen, District Secretary

V. **Approval of Agenda**

Moved by E. Szelagowski, seconded by J. Cao-Nguyen to approve the agenda.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

VI. **Approval of Minutes**

a. May 1st, 2011 Board Meeting

Moved by S. Chow, seconded by C. Tolosa to approve meeting minutes.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

VII. **Approval Items**

a. Member Recognition Program Proposal – Jackelyn Rivera, District Membership Development & Education Chair

Moved by C. Tolosa, seconded by J. Junpradub to approve the FAQ for MD&E about social events.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

Moved by S. Chow, seconded by M. Tung to adopt the MRP as presented on page 27 of the July Board Packet.

S. Oda said that she doesn't agree about the international events on bronze and silver because it limits people from receiving that recognition. Camille clarified that it is not mandated since it is an additional optional item that members could possibly achieve in order to receive the recognition.

E. Szelagowski asked if the District Committee member counts for Divisional Committee members. It states that it does not count for Divisional Committee members.



Moved by E. Szelagowski, seconded by D. Rozul to amend by including that Divisional Committee Members with District Committee Members requirement.

MOTION TO AMEND APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

J. Junpradub asked about the yes to one change on the MRP. Brett clarified by saying that it would be easier to have it counted as one rather than keeping it yes. Overall, it means the same thing.

A. Bogan asked about the increase from up to 6 out of 12 on bronze.

Moved by E. Szelagowski, seconded by J. Junpradub to amend by having the District Committee requirement be changed into District or Divisional Committee on the MRP.

MOTION TO AMEND APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

MOTION APPROVED WITH AMENDMENTS

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

b. Awards Proposal – Ruben Ruiz, District Awards Chair

Moved by S. Chow, seconded by J. Cao-Nguyen to approve Proposal #2 (adding Outstanding to the award) of the Distinguished Divisional Unity or Distinguished Divisional Excellence award.

MOTION FAILS

4 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, J. Junpradub)
4 Nays (S. Oda, C. Tolosa, M. Tung, D. Rozul)

Moved by E. Szelagowski, seconded by D. Rozul to approve Proposal #1 (changing Distinguished Divisional Unity to Distinguished Divisional Excellence) of the Distinguished Divisional Unity or Distinguished Divisional Excellence award.



Moved by D. Rozul, seconded by M. Tung to amend by including Proposal #3 of the Distinguished Divisional Unity or Distinguished Divisional Excellence Award.

Karen asked if it is better to call certain winners for honorable mention. Camille clarified that it is not.

MOTION TO AMEND APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

MOTION APPROVED WITH AMENDMENTS

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

Moved by E. Szelagowski, seconded by S. Chow to approve changes for the MD&E award.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

Ruben stated that he withdraws the changes listed for the President, Secretary, and Treasurer award that is listed in the Board Packet.

Moved by S. Oda, seconded by E. Szelagowski to approve the changes for the oratorical contest.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

Moved by S. Chow, seconded by E. Szelagowski to approve the changes for the oratorical contest.

David said that removing it will not allow clubs to have a chance against projects that are very large scale from clubs that don't have many members. Ruben clarified that the judge decision has taken many factors into account like the number of members, but they count how many members show up versus how many are in the club as a whole. It is about the effort and how the club pushes themselves to achieve success at a project and any other factors will be seen by the judges. They see it objectively.

Ally asked about how long this has been around. Camille said that it was recent. Ally suggests that we should keep this and try to give it more time to allow clubs to



attempt to complete this award. We could try to publicize it more this year and have clubs start adapting the Single Service Chair.

MOTION APPROVED

7 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub), 1 Opposes (D. Rozul)

Moved by E. Szelagowski, seconded by J. Junpradub to approve the new award, the Club's Choice Scrapbook award.

S. Chow asked about how we make sure that clubs don't vote for their own award. That is something the awards committee had already discussed.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

Moved by M. Tung, seconded by C. Tolosa to approve the new award, the Club's Choice Scrapbook award.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

Moved by E. Szelagowski, seconded by J. Cao-Nguyen to adopt the splitting of the Vice President award and all changes.

K. Chen debated about the VPA section and think that it is best to include the commitment to the school and how they work with the school administratively. Camille states that it isn't included because most schools run VPs differently and it varies so that is why it is not included. Brett also states that they can list club participation under the essay section of the VP award as it is stated already in the application.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

Moved by S. Chow, seconded by M. Tung to approve the Distinguished Committee Chair or Distinguished Appointed Board Member.

MOTION APPROVED



8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

- c. Crazy Kompetition for Infants Proposal – Stefanie Chow, District Treasurer
Moved by D. Rozul, seconded by J. Junpradub to approve the cost of location, the date of event, and the registration fee for CKI North.

M. Tung asked if there are in different cities. Stefanie said it is in Berkeley.

S. Chow said that Live Oak Park Outdoors was not used last year because it was switched.

K. Chen said that Cordnices is a larger park.

J. Junpradub asked if there are restrooms and Karen clarified that there are restrooms at the park.

Moved by S. Chow, seconded by M. Tung to amend by changing it to Cordnices Park.

MOTION TO AMEND APPROVED

7 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub), 1 Obstain (D. Rozul)

MOTION APPROVED WITH AMENDMENTS

7 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub), 1 Obstain (D. Rozul)

Moved by M. Tung, seconded by J. Cao-Nguyen to approve the cost of registration, the location, and the date of event for CKI South.

D. Rozul asked about what inclues in the water/snacks in budget. Stefanie just states that it will probably be water.

D. Rozul asked about what is included in the food costs and what it is more in the South versus the North. Stefanie said that it is a larger attendance rate in the South.

Bruce asked about the due date for South. Stefanie said it is October 7th.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)



d. District Fundraising Initiative Proposal – Stefanie Chow, District Treasurer

Moved by E. Szelagowski, seconded by C. Tolosa to adopt Autism speaks as the District Fundraising Initiative.

B. Butler informed us that Golden Gate division wants the Not for Sale as the DFI.

S. Chow said that Crista wants Not for Sale as well.

Moved by S. Chow, seconded by M. Tung to amend by including Not for Sale with Autism Speaks as the DFI.

R. Ruiz said that we should focus on one so that we can put more effort into it.

D. Ha said that we want to also put your efforts towards Project Eliminate since this is the kickoff year so the more DFIs we have, the more it distracts our funds from it.

MOTION TO AMEND FAILED

8 Nays (J. Cao-Nguyen, S. Chow, E. Szelagowski, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

MOTION FAILED

4 Ayes, 4 Nays.

Moved by J. Junpradub, seconded by D. Rozul to adopt Not for Sale as the District Fundraising Initiative.

E. Szelagowski said that it is a California Non-Profit so participating from other states is not normal. Karen said that it doesn't affect that it is in California because it is a charity. It is also good that it was in California so people can know where it is at.

S. Chow referred to the tours listed in the proposal.

D. Rozul favored Not for Sale because he worked with it in high school and people overlooked human trafficking.

MOTION APPROVED



7 Ayes (J. Cao-Nguyen, S. Chow, S. Oda, C. Tolosa, M. Tung, J. Junpradub, D. Rozul), 1 Nay (E. Szelagowski)

- e. District Service Initiative Proposal – Ally Bogan, District Service Chair

Moved by J. Cao-Nguyen, seconded by E. Szelagowski to adopt the Special Help for Special Needs as the District Service Initiative.

MOTION APPROVED

7 Ayes (J. Cao-Nguyen, S. Chow, S. Oda, E. Szelagowski, C. Tolosa, M. Tung, J. Junpradub), 1 Nay (D. Rozul)

- f. Fall Training Conference Proposal – Karen Chen, Fall Training Conference Chair

Moved by J. Junpradub, seconded by C. Tolosa to adopt theme Option #1.

J. Cao-Nguyen said that the theme may have high expectations and it may not satisfy the fanatics out there.

V. Mac said that some people don't like it and some people may feel left out.

J. Junpradub said it may be cool to walk into a room with the music but the song is copyrighted.

B. Butler said that people won't decide to go to FTC just based on a theme, unless they really hate it or really like it.

D. Rozul said that he favors the road trip because going from San Diego to Sonora is a trip itself.

V. Mac said that for the copyrights it is safer to get from the books than the movies.

MOTION FAILED

4 Ayes, 4 Nays

Moved by E. Szelagowski, seconded by S. Oda to adopt theme Option #3.

J. Junpradub said that this theme may be similar to the traveling theme for DCON.



D. Rozul asked to clarify about what the Key Club theme was.

K. Chen said that this theme is It's a Bees World.

D. Ha asked what is the closest school to Sonora. Bruce said that it is probably UOP.

S. Chow asked Karen what the cons are in the Road Trip theme. Karen said that the committee feels that they don't know too much to come up with decorations and more.

MOTION APPROVED

4 Ayes, 4 Nays, B. Butler gave a tie-breaking vote and voted Aye.

It is also decided that the committee will select the tagline.

- g. Fall Training Conference Budget Proposal – Karen Chen, Fall Training Conference Chair

Moved by E. Szelagowski, seconded by S. Oda to adopt the proposal with the additional increase of \$2 per member for the registration cost.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, S. Oda, E. Szelagowski, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

- h. District Convention Theme Proposal – Gary Deng, District Convention Chair

Moved by D. Rozul, seconded by E. Szelagowski to adopt the theme Option #3.

V. Mac said that this theme will be hard to be seen on stage because it is already bad enough and when there are lights behind someone then we can't see them even more because they will cast a shadow.

MOTION APPROVED

7 Ayes (S. Chow, S. Oda, E. Szelagowski, C. Tolosa, M. Tung, J. Junpradub, D. Rozul), 1 Nay (J. Cao-Nguyen)

Moved by E. Szelagowski, seconded by D. Rozul to adopt Option #3 tagline "Service Legacy."

MOTION APPROVED

7 Ayes (S. Chow, S. Oda, E. Szelagowski, C. Tolosa, M. Tung, J. Junpradub, D. Rozul), 1 Nay (J. Cao-Nguyen)



- i. District Convention Budget Proposal – Gary Deng, District Convention Chair

Moved by S. Chow seconded by J. Junpradub to adopt the proposal with the additional increase of \$2 per member for the registration cost.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, S. Oda, E. Szelagowski, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

- j. District Convention Location 2013 Proposal – Bruce Hennings, SLP Director

Moved by S. Chow, seconded by M. Tung to approve the Torrance location for DCON 2013.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, S. Oda, E. Szelagowski, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

- k. Adoption of District Goals – Brett Butler, District Governor

Moved by S. Oda, seconded by J. Cao-Nguyen to add the approval item K for the District Goals Proposal.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, S. Oda, E. Szelagowski, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

Moved by S. Oda, seconded by S. Chow to change the KFRF on the Goals Sheet and approve the goals overall.

MOTION APPROVED

8 Ayes (J. Cao-Nguyen, S. Chow, S. Oda, E. Szelagowski, C. Tolosa, M. Tung, J. Junpradub, D. Rozul)

VIII. Board Reports

- a. Chair Reports

- i. Awards Chair – Ruben Ruiz

1) Thank you for approving the passed awards and he will be working on it as soon as possible. He will be getting more involved with his representatives in each division. They plan to make filling out awards easier so he plans to host workshops at future events.



- ii. District Convention Chair – Gary Deng
 - 1) He will be having an in-person DCON meeting in Irvine on Saturday the 23rd at 1 PM. They will be discussing updates and the budget.
- iii. Fall Training Conference Chair – Karen Chen
 - 1) She is excited to go back to her committee meeting which is tomorrow night at 9 PM with a conference call and Skype to report the decided theme. They will be working on it immediately and discuss about the deadlines, budget, and more.
- iv. Kiwanis Family Chair – Stephanie Rivera
 - 1) She is working on the Key to College with her committee and making an outline for it. They have been working on the Kiwanis Family Summer Manual so clubs can get information and try to implement them in the Fall. The KFRF has been made and will be having clubs use it so they can communication with the Kiwanis Family and report to us so that we can know what they have been doing to strengthen our bonds with them. The next Kiwanis Committee meeting on July 19th at 9 PM on conference call and tiny chat.
- v. Membership Development & Education Chair – Jackelyn Rivera
 - 1) Thank you for improving the MRP committee meeting is this Monday at 9 PM. Planning on having an introduction video about what Circle K is about. Let her know about your DCMs in August and this event called Presidents Retreat is coming up. About 35 presidents are attending. She is working on the outline currently for the weekend. She tried out workshops on us and this past weekend. Check in and registration is at 2 PM. Please let her know who you are going with and what you can bring. If you haven't turned in a workshop outline yet, please turn it in ASAP.
- vi. On to International Convention - Daniel Ha
 - 1) ICON was a month ago. It was a lot of fun and we had 22 Circle K members from our District to attend. We came home with 35 awards. He highly encourages the convention next year in New Orleans, Louisiana and it will be in June again. Danny presents the Circle of Service award to Don Hull.
- vii. Publications Editor - Virginia Mac
 - 1) The Sunburst is in the process of being revised and already been sent to Brett and Camille. Hopefully it will be out soon. Regarding the photo content, some people did not follow the guidelines to the submissions. She wants to include a calendar of divisional events in the newsletter. She would also like a list of people who went to ICON so she can include them from the OTIC



chair. The MMBL is going out soon. Graphic and marketing of PR committee will help with publications and any information in regards to DSSS that is given out to members.

viii. Service Chair – Ally Bogan

- 1) She is working with the service committee and is also updating resources on the website like PowerPoints and more. She has been planning DSSS and one thing she needs help with is explaining and repeating the rules of DSSS like traveling restrictions and not staying at the hotels, etc. Talk to her, Camille, or Brett if you have any questions about the rules. The DSSS this year is a make or break for us so we need to be enforcing it to everyone. If anything slips, DSSS can be gone.

ix. Technology Chair – Xin Wei

- 1) He has been working on and designing the website, it will be out before school starts like in mid August. He is working on how the website will look like. Some people suggested that there should be a google calendar and he is working on it. He wants to add events and dates of what is going on in each Divisions so please let him know about special upcoming events. He is also working on more pages for the website.

b. Lieutenant Governor Reports

i. Capital – Erin Szelagowski

- 1) She has started a Divisional committee in Capital and has representation from each school. Her divisional theme is “On the Wings of Service.” She is working on divisional fundraisers and a lot of the clubs in her division are trying to work on recruitment at their summer orientations and more.

ii. Central Coast – Sarah Oda

- 1) Central Coast is had a divisional board retreat. The officers got to bond and plan for summer events. UCSB had their first banquet and thank you to everyone who attended. Fresno had a Key to College at the end of the year and it went successful. What is coming up in her division is recruitment.

iii. Foothill – Christian Tolosa

- 1) Thank you to everyone for your support so far. He has talked to all of the clubs in his division already. He said that he is currently comfortable with them which is good, but he is trying to talk to clubs more often because he knows that some are inactive and some are not present during the summer. Camille said that someone at Cal Poly Pomona is interested in rebuilding the club.

iv. Magic Kingdom – Michael Tung



- 1) They are doing well as a Division, besides the fact that some boards are having problems. A lot of clubs are planning to work during the summer to prepare for the Fall semester. Clubs are achieving goals like OCC trying to reach 2000 hours before the end of the summer. He has bimonthly phone calls and PCMs already. Events that are coming up include the OC Food Bank, Disneyland Half Marathon, and a Boomers social.
- v. Metro – Jonathan Junpradub
 - 1) Metro currently has 6 clubs in the division and they have themes for each club. So far, at DCMs, there isn't less than 30 members in attendance. He has been calling and emailing his club presidents a lot. He has also talked to them personally and engages himself with the new members that he hasn't seen before. He has also tried out a counseling session with clubs that are having trouble but he has decided that he will do this to all clubs because it is beneficial. He implemented a 24 hour project for the clubs to do in order for them to bond. What is upcoming is that he is trying to appoint a Divisional committee with a theme. He has new ideas to show recognition for clubs and their successes. Lastly, Pierce college is trying to become Metro's 7th club in the division.
- vi. Paradise – David Rozul
 - 1) He hosted the first Divisional service project last week and had his DCM last Sunday. He is currently working on Kiwanis Family stuff. He is going to attend the Key Club Division 37 South Workshop with Stephanie and Jessica Eto. Grossmont is currently struggling and is currently only have 2 members. Their old president has resigned and the new president is working on building the club. He also knows a former Key Club Lt. Governor is going to Grossmont which will also help. He is having a toucan as a mascot and is mailing a flat toucan so it travel to other schools. Paradise next DCM is on Sunday after DSSS.
- c. Treasurer – Stefanie Chow
 - i. She has selected her FiFun committee and they have all bonded together. They have had 4 or 5 meetings so far. They will be working on CKI logistics and helping Ally with DFI workshops. Stefanie has worked with Camille to do an audit with the Treasurers so they know what they are doing with the Membership Update Center. LTGs, if you know any Treasurers who have questions or don't know what they are doing, then please have them talk to her. She is helping with any questions or concerns with the club Treasurers. She is also helping with having schools turn in their tax forms. Everyone was also handed a new Circle K Secretary voucher. Don't send foundation voucher forms to Stefanie, the address to send the form is on the form itself. Try to save paper and don't include the papers on how to get there, just attach the map. It is also not 16 cents, its 14 cents.



- d. Secretary – Jonathan Cao-Nguyen
 - i. He reports that our District has had 100% Monthly Report Forms for the past 4 months. Some secretaries are still sending the MRF to the incorrect email address so please make sure to help him correct them. The email that needs to be fixed is located in his Board Report. Currently, our District has served 27,384 hours of service and he is very enthusiastic to continue seeing these numbers grow. Please continue to encourage your Secretaries to turn in their MRF on-time and if you have any questions about the MRF, just ask. He will be having office hours again this summer by having phone conferences with all secretaries in the next month for a summer update. He is planning to have a Secretary manual be produced for future Secretaries to learn about updates and to just have a fun Secretary newsletter produced as well. For anyone who is having their addresses changed, please let him know so he can update the roster. Other than that, he is currently fulfilling his duties as District Secretary by taking minutes, putting board packets together, and more. Overall, it has been great.
- e. Director, Service Leadership Programs – Bruce Hennings
 - i. Thank you to all the guests for being here today and congratulations to Don Hull on the award. Thank you to Stefanie for creating a new voucher. Thank you in advance to putting the room together once the board meeting is over.
- f. District Administrator – Camille Goulet
 - i. Thank you to everyone for a wonderful weekend and being respectful wherever they go. Thank you to Don for coming twice in attempting to receive the award. Camille warns everyone about her camping habits and that it is not her best thing.
- g. Kiwanis Governor Elect Remarks – Richard Omstead
 - i. Congratulations to Don and congratulations on all the awards at ICON. Hopefully everyone will be there at the Kiwanis DCON. He may not be at CKI South because it is also the Trustee weekend and he needs to be there.
- h. Governor – Brett Butler
 - i. It's been a fun weekend and was able to accomplish a lot. Thanks to David and Jonathan Junpradub for making the effort in attending the Board Meeting. Also, please make sure to commit to attending the Board meetings. What's coming up is a lot of events so please make sure to contact everyone and let everyone know. Brett congratulates Virginia for the newsletter and how beautiful it is, please promote it like crazy. The top three schools with the most service hours this month is UC Berkeley, OCC, and UCSD. Brett notified everyone about the internal problems with the clubs and he encourages us that we help our home clubs if things go wrong. We need to meet the 100% on our own personal deadline when it comes to our own paperwork and forms. Lisa Watson is the new Sub Region Rep for our district. The



goals include 10 members attend LSSP, 40 members attend ICON, 3000 hours of service, and 100000 as for goals. We only had 10 clubs apply for ICON awards from our District. We have swept a couple of certain awards, but we should try to have more clubs apply. We've been challenged by Capital and New York District in terms of membership. We have been working hard this past month and its awesome and he appreciates that, but there is no reason for us to work even harder. We are 19 members that affect 2000 members so that little time we put in our work will make things better in the long run.

IX. Upcoming Events

- a. President's Retreat, August 5th-7th at Tillie Creek, Lake Isabella, CA
 - i. J. Rivera said that she would like us to reply back to her emails ASAP.
- b. District Summer Service Social, August 18th-August 20th, 2011 in San Diego, CA
 - i. A. Bogan said that everyone should go to DSSS!
- c. Crazy Kompetition for Infants, approved dates.
 - i. S. Chow wants feedback about CKI in order to make it better so stay tuned for that.
- d. Fall Training Conference, November 4th-6th in Sonora, CA.
 - i. K. Chen will let us know more about it and about how we can help.
- e. Next Board Meeting, November 4th, 2011, in Sonora, CA
 - i. B. Butler said to travel safely and try to work out travel arrangements.

X. Announcements

- a. S. Chow said that Mario All Stars can perform at CKI.
- b. R. Ruiz said his committee meeting is today at 8 PM so drop by to say hi.
- c. J. Junpradub said he is trying to get his license to drive a bus.
- d. D. Ha thanks everyone for including him in everything.
- e. S. Rivera asked if you can provide school pamphlets for her.

XI. Benediction - Ally Bogan, District Service Chair

XII. Adjournment - Brett Butler, District Governor - 1:00 pm.

Respectfully Submitted:

Jonathan Cao-Nguyen, 2011-2012 District Secretary

Date

Brett Butler, 2011-2012 District Governor

Date

Camille A. Goulet, District Administrator

Date



CALIFORNIA-NEVADA-HAWAII DISTRICT
Circle K International
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District Board Meeting Packet

Approval Items



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Golden Gate Divisional Split Proposal
November, 2011 Board Meeting

Respectfully Submitted by **Diana Tran, Golden Gate Lieutenant Governor**

Proposal:

This proposal is for the split of the Golden Gate Division from one division to two separate divisions. Golden Gate has been the biggest division in Golden Gate within the past few years, in terms of the amount of clubs being represented. The split should be done in order to

- 1) Allow Lieutenant Governors in each division to individually give their attention to all their clubs instead of spreading themselves thin with a large number of clubs.
- 2) Bring 1 more voting board member to district board in order to fairly represent the Northern region of CNH.
- 3) Close the distance between clubs within the respective division.

Below will be the proposed conditions as to how the divisional split will happen. The Northern division will keep the Golden Gate name, because that is where the bridge is located. To create a democracy, after this proposal is passed we will allow the members to submit suggestions for divisional names. Then the schools in the Southern split will be able to vote for their favorite name.

Split: Where?

The split will be done between the North and the South schools. This will allow for the traveling times from one school to another to not exceed an hour in time and 50 miles in distance.

- **North:** CSU East Bay, Diablo Valley College, San Francisco State, UC Berkeley, and (New) Los Medanos College.
 - o Kiwanis Divisions: 2,7,8,20,26,27,32,34
- **South:** De Anza College, Foothill College, Mission College, Stanford, and UC Santa Cruz.
 - o Kiwanis Divisions: 5, 12, 18, 24, 43, 46

Map will be included for a visual.

Temporary Proposal:

For the first year, in order to help the division transition, I write to propose that these two divisions should not have to submit an Event Request Form for any events they are doing



together. This will allow for the LTGs and club boards to plan openly and for the Regional Advisors, of both divisions, to not get bombarded with multiple Event Request Forms.



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CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Addition of the DSI and DFI to Operating Procedures Proposal **November 2011** Board Meeting

Respectfully Submitted by **Ally Bogan - District Service Chair, Stefanie Chow - District Treasurer, & Jonathan Cao-Nguyen - District Secretary**

Summary

This proposal is aimed at creating a more fluent transition between Circle K District boards in terms of selecting the District Service Initiative (DSI) and the District Fundraising Initiative (DFI). This incorporation of the DSI and the DFI in the District Operating Procedures is also intended to provide greater foundation and structure for the incoming board in educating its members about these causes.

Background

The District Service Initiative and District Fundraising Initiative is typically proposed by the District Service Committee and the District Finance & Fundraising Committee, respectively. Options for both the DSI and DFI are presented to the District Board during the July Board Meeting, where the voting board members select the DSI and DFI they would like to adopt for the year.

Proposed Action

860 District Service Initiative

870 The District Service Initiative is a cause chosen by the District Board of Officers to promote throughout the Cal-Nev-Ha District each year. The purpose of the District Service Initiative is to unify the district and provide meaningful service to a specific cause.

880 The District Service Initiative shall adhere to the time period of the 'Administrative Year' in the CNH District Operating Procedures.

890 The District Service Initiative shall be organized, promoted, and monitored by the District Service Committee and the District Board of Officers.



900 The District Service Committee shall propose options for the District Service Initiative to be promoted in the upcoming Administrative Year and the District Board of Officers shall decide on an initiative prior to the end of the current Administrative Year.

910 The incoming District board members may replace the District Service Initiative selected by the previous board, if they deem the DSI to be inconsistent with the causes they aim to promote. In this case, the District Service Chair or the newly-appointed District Service Committee may propose a different service organization, which must receive a majority vote by the voting District board members to override the existing DSI.

920 District Fundraising Initiative

930 The District Fundraising Initiatives are causes chosen by the District Board of Officers to promote awareness of certain issues in society and to concentrate the fundraising efforts of the District to specifically benefit these organizations.

930 The District Fundraising Initiatives comprise of two pre-selected causes (Pediatric Trauma Program and UNICEF) and an additional cause or causes proposed by the District Finance & Fundraising Committee and ultimately chosen the District Board of Officers.

940 The District Fundraising Initiatives shall adhere to the time period of the 'Administrative Year' in the CNH District Operating Procedures.

950 The District Fundraising Initiatives shall be organized, promoted, and monitored by the District Finance & Fundraising Committee and the District Board of Officers.

960 The District Finance & Fundraising Committee shall propose options for District Fundraising Initiative(s), in addition to Pediatric Trauma Program and UNICEF, to be promoted in the upcoming Administrative Year. The District Board of Officers shall decide on an initiative prior to the end of the current Administrative Year.

970 The incoming District board members may replace the District Fundraising Initiative(s) selected by the previous board, if they deem the DFI(s) to be inconsistent with the causes they aim to promote. In this case, the District Treasurer or the newly-appointed District Finance & Fundraising Committee may propose different charitable organization(s), which must receive a majority vote by the voting District board members to override the existing DFI(s).



Pros

- Education about the DSI and DFIs can begin at the start of the new term.
- The DSI and DFIs can be promoted through workshops at District Convention and Spring Training Conference.
- The outgoing District board and District committees will have the knowledge and experience helpful in choosing an appropriate DSI and DFIs for the new term.
- The new governor can appoint the service chair with the new DSI in mind.
- Removes the gap between the old and new DSI and is easier to record DSI service hours and funds raised for DFIs for MRFs.
- Makes it required for there to be a District Service Initiative every year unless the new board proposes a change.
- Provides a guideline of how to make an effective DSI by including specifics in the operating procedures.
- Allows for more communication and support from old board to new board in terms of making the new DSI a success.
- The outgoing District Service Committee and District Finance & Fundraising Committee can provide information about the new DSI and DFIs to strengthen their promotion by the newly-appointed committee members.

Cons

- Limits the new board's ability to be independent from last year's board and come up with their own initiative for their term.



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CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

District Large Scale Service Project Proposal
November, 2011 Board Meeting

Respectfully Submitted by **Ally Bogan-District Service Chair, Leonne Chung-**
District Large Scale Service Project North Chair

What: District Large Scale Service Project

When: Saturday, February 18, 2012 or Saturday February 25, 2012

Where: San Francisco, CA

Purpose: The District Large Scale Service Project has been an ongoing annual district project for many years. It is a one day event where Circle K members from the northern region of the California Nevada Hawaii District get together to do what Circle K members are the best at: service. It is a time in which members are not only making a difference together in a community, but also bonding. This proposal is an overview of the event and includes various project options.

Potential Projects:

1. The ARC of San Francisco-2/25/12

The Arc San Francisco is a non-profit service and advocacy organization for adults with autism, Down syndrome, cerebral palsy, intellectual and developmental disabilities and their families living in San Francisco and San Mateo counties. The ARC serves over 550 clients of all ages in order to help those who are mentally disabled to reach their potential, live meaningful lives and become integral members of their community.

a. Event Activities

- i. One the day of the event, Circle K members will have the opportunity to work with disabled clients of the ARC to make blankets, scarves, and/or pillows in which they can keep or be donated to the organization. Besides that, Circle K-ers will be participating in projects the ARC will provide for us which will most likely include the following: gardening, painting a room in their facility, and roof renovation. The renovation side of the project will also be at the organization's other facility, which is no more than five blocks away from where the main part of DLSSP is taking place.



Another possible project the ARC will have us participate in is arts and crafts projects with their mentally disabled clients.

2. Helping the Homeless-2/18/12

a. Event Activities

- i. One the day of the event, Circle K members will work together with the local Salvation Army to serve food to the homeless population of San Francisco. While one group serves food, another group will be making blankets and pillows for the homeless to take with them after the event.

b. Possible Locations:

- i. Option 1: San Francisco City College
- ii. Option 2: Salvation Army Facility in Berkeley
- iii. Option 3: A park in San Francisco where we will serve the food and a library nearby where we will be making the blankets and pillows

2. Helping a school with special needs-2/25/12

The Greengate School for exceptional children is a publically funded elementary school in Yolo County for Children who need special education

a. Event Activities

- i. We will be making PTP dolls, blankets, scarves and other items requested from the school.

Itinerary:

- 8AM to 9AM Set up
- 9AM to 10AM Registration
- 10AM to 10:30AM Welcoming message and splitting of into assigned groups
- 10:30AM to 12:30PM (See event activities)
- 12:30PM to 1:30PM Lunch
- 1:30PM to 3:30PM Continue event activities
- 3:30PM to 5PM Closing announcements and clean up

Materials/Pricing: (All prices are rough estimates)

1. Project materials

- a. Fleece for making blankets and scarves: \$100 makes an estimate of 60-80 blankets and at least 30 scarves
- b. Puff paint to decorate the scarves and pillows: about \$30 can buy at least 20 bottles of all colors
- c. Needles: ranges from \$1-2 dollar a pack
- d. White Thread: for the 3,281 yard ones it is about \$19.99



- e. Different colored fabric to make pillows or dolls: about \$1.50-\$2/yard
- f. Stuffing: \$5 dollars a bag
- g. Colored paper (donated)
- h. Scissors (donated)
- i. Markers (donated)
- j. Tape (donated)
- k. Glue (donated)

1. Food and Drinks

- a. Food option 1: Costco pizzas (around 10 slices) \$10 each x 20 = \$200 (around 200 slices)
- b. Food option 2: Sandwiches total cost=\$200
Bread (12 sandwiches per loaf) \$3 a loaf x 25=\$75
Meat, cheese, peanut butter, and jelly=\$125
- c. Drinks option 1: Kirkland (Costco) water case (35 bottles) \$7.50 each x 9 = \$67.50 (315 bottles)
- d. Snacks: will provide snacks if there is extra revenue in budget or the snacks are donated
- e. Hopefully all the food can be donated from places like Safeway, Lucky's, Costco, Trader Joe's and etc

Funding Strategies:

1. Donations

- a. There will be a Donations Chair who will be working with DLSSP South chair to ask for donations and funding.
- b. We will ask around local grocery stores and food banks to ask for food donations for lunch and maybe breakfast.
- c. We will ask be asking the local hardware supply stores and/or fabric/crafts supply stores for materials if needed.

2. Fundraisers

- a. Have a food fundraiser for the Northern region Circle K's in which all money will go toward DLSSP.
- b. Hold a DLSSP fundraiser about a month and a half before hand similar to last year's DLSSP North Double Dare Challenge.

3. Registration Fee

- a. If donations and fundraising events are still not sufficient, there will be a registration fee of \$5 for participants of DLSSP South.

Budget:

Project option #1: ARC



Expenses= \$467.50 (without donations and with most expensive food option)

Project option #2: Helping the Homeless

Expenses= \$467.50 (without donations and with most expensive food option)

Project option #3: Helping a school with special needs

Expenses= \$467.50 (without donations and with most expensive food option)

Revenue: Registration (\$5 x 100 members) = \$500 (can cover either project option)

The DLSSP planning team will only use registration fee as last resort if donations and fundraisers do not provide enough income.

Conclusion: Each year DLSSP brings the district together so we can serve together and this year will be no exception. The district Service Chair will oversee the planning process and report back to Brett and Camille all progress made and problems if any arise. We will be aggressively asking for donations and creatively think of fundraisers to help offset the costs of food and materials. We will also be communicating closely with the organization of our choosing frequently to ensure that there will be no last minute surprises and that things will be dealt with in a timely manner. This year's DLSSP North will be filled with meaning service events that really focuses on direct contact with those we are helping. There is no greater experience than to see the faces and smiles of the people you are helping. Undoubtedly this year's DLSSP North will be an unforgettable memory.

To approve:

1. The dates of the event being on February 18, 2011
2. Which project option
3. Cost options
4. Funding plan and budget
5. DLSSP North event



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CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

District Large Scale Service Project South Proposal
November, 2011 Board Meeting

Respectfully Submitted by **Ally Bogan-District Service Chair, Lester Villaspir-**
District Large Scale Service Project South Chair

What: District Large Scale Service Project South

When: February 12, 2011

Where: Riverside, CA

Purpose: The District Large Scale Service Project South (DLSSP) is a trademark District Event that brings together the combined efforts of the southern part of the Cal-Nev-Ha District to do what we love to do most in Circle K, helping others. Every year more and more members are participating, and this growth is a testament to how much members truly want to help make a difference and help give back. Therefore, we hope that the following proposal is an efficient overview of this District event for Cal-Nev-Ha District.

Potential Projects: (All specific event activities are subjected to change if further communication with the organizations requires a necessary change.)

1. Project SafeHouse

- a. Project SafeHouse has shelters in Riverside and Thousand Palms to help teens in crisis. They offer many programs to help resolve conflicts in their lives, such as therapy and counseling. Their Riverside location can offer immediate help to those in crisis and have staff members 24 hours a day, 7 days a week.
- b. Event Activities
 - i. Restoration Projects
 1. Painting
 2. Cleaning
 - ii. Landscaping
 1. Weeding
 2. Planting
- c. Pricing
 - i. Food and Drinks



1. Food option 1: Costco pizzas (around 10 slices) \$10 each x 30 = \$300 (around 300 slices)
2. Food option 2: Sandwiches total cost=\$200
Bread (12 sandwiches per loaf) \$3 a loaf x 25=\$75
Meat, cheese, peanut butter, and jelly=\$125
3. Drinks: Kirkland (Costco) water case (35 bottles) \$7.50 each x 9 = \$67.50 (315 bottles)

ii. Materials

1. Paint (1 gallon) \$15 each x 5 = \$75 (5 gallons)
2. Paint brushes/rollers/trays = \$50 (Organization may have some)
3. Cleaning Supplies (Organization should have some)
4. Landscaping tools/supplies (organization should have some)

iii. Total = \$392.50 or \$492.50 – depends on food option

2. The Arc of Riverside

a. The Arc of Riverside works with adults with intellectual and other developmental disabilities. They provide services such as day services, vocational and job training, life skills training, job placement, advocacy and more.

b. Event Activities

i. For this project, we are working on setting up an interactive activity with some of their clients.

ii. Arts & Crafts activities

1. PTP Dolls
2. Cards
3. Posters

c. Pricing

i. Food and Drinks

1. Food option 1: Costco pizzas (around 10 slices) \$10 each x 30 = \$300 (around 300 slices)
2. Food option 2: Sandwiches total cost=\$200
Bread (12 sandwiches per loaf) \$3 a loaf x 25=\$75
Meat, cheese, peanut butter, and jelly=\$125
3. Drinks: Kirkland (Costco) water case (35 bottles) \$7.50 each x 9 = \$67.50 (315 bottles)

ii. Materials

1. Materials for actual project = \$100
2. Fabric & Scissors = \$100
3. Construction paper and Markers will be donated = \$0

iii. Total = \$467.50 or \$567.50 – depends on food option



Itinerary: (All projects will follow the same Itinerary pending more information from each organization)

- 8AM-9AM: Setting Up
- 9AM-10AM: Registration
- 10AM-10:30AM: Introduction and welcome to DLSSP South, an overview of the entire project and the organization we are helping, and assignment of tasks
- 10:30AM-12:30PM: Work at designated tasks
- 12:30PM- 1:30PM: Take a little lunch break
- 1:45PM-4PM: Depending upon their task some members will be switched around to do new stuff, while others will work on the same job.
- 4PM-4:30PM: Gather members back into one designated area.
- 4:30PM-5PM: Summary of accomplishments, message from DLSSP South chair and committee, and final message from organization

Funding Strategies:

1. Donations

- a. There will be a Donations Chair who will be working with DLSSP South chair to ask for donations and funding.
- b. We will ask around local grocery stores and food banks to ask for food donations for lunch and maybe breakfast.
- c. W will ask be asking the local hardware supply stores and/or fabric/crafts supply stores for materials if needed.

2. Fundraising

- a. The Donations Chair will also be assisting me with creating fundraisers to augment funding in addition to just donations.
- b. We will create District-wide fundraising event(s) for Southern district Schools and divisions.
- c. We will research online fundraising projects to make the event easier to participate in.

3. Registration Fee

- a. If donations and fundraising events are still not sufficient, there will be a registration fee of \$5 for participants of DLSSP South

Budget:

Project option #1: Project Safehouse

Expenses= \$392.50 or \$492.50 (without donations and depending on food option)

Project option #2: The Arc of Riverside



Expenses= \$467.50 or \$567.50 (without donations and depending on food option)

Revenue: Registration (\$5 x 150 members) = \$750 (can cover either project option)

The DLSSP planning team will only use registration fee as last resort if donations and fundraisers do not provide enough income.

Conclusion: The DLSSP South Chair is enthusiastically excited and will ensure, along with the DLSSP South Committee, that this year's DLSSP South will be successful. The district Service Chair will oversee the planning process and report back to Brett and Camille all progress made and problems if any arise. We will be aggressively asking for donations and creatively think of fundraisers to help offset the costs of food and materials. We will also be communicating closely with the organization of our choosing frequently to ensure that there will be no last minute surprises and that things will be dealt with in a timely manner. The outcome of this event will be meaningful service for the community and members will realize the impact that their hard work will accomplish. Members will take away a great sense of community among their fellow Circle Ker's and help reignite their passion for Service and Circle K.

To approve:

1. The dates of the event being on February 12, 2011
2. Which project option
3. Cost options
4. Funding plan and budget
5. DLSSP South event



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Board Officer Reports



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

District Awards Chair Board Report
Respectfully Submitted by **Ruben Ruiz**

- I. **Your activities since last Board Meeting**
 a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
MM/DD/YY			
04/11/11	OCC CKI Banquet Meeting	0	1.5
04/12/11	OCC Circle K Meeting	0	1
04/13/11	Special Olympics	3	0
04/14/11	Cal Sate Fullerton Circle K Meeting	0	2
	DOTC	0	-
	UCI End-of-the-Year Banquet	0	2
	Magic Kingdom Division End-of-the-Year Banquet	0	3
	Metro Division End-of-the-Year Banquet	0	2
	UCR End-of-the-Year Banquet	0	4
	OCC End-of-the-Year Banquet	0	8
	Golden Gate DCM	0	1
	DCON Committee Meeting	0	2
	Awards Committee Meeting	0	1
	FTC Committee Meeting	0	1
	UC Berkeley Summer Meeting	0	1
	UCLA Summer Meeting	0	2
	Awards Committee Meeting	0	1
	Awards Committee Meeting	0	1
9/16/11	Big C Hike and Free Pizza Social	0	4
9/18/11	Start with a Story	5.5	0
9/21/11	Single Service Committee Meeting	1	0
9/21/11	MD&E Committee Meeting	0	1
9/22/11	Kiwanis Family Committee Meeting	0	1
9/24/11	Real Options for City Kids (R.O.C.K)	4.5	0
9/27/11	Public Relations Committee Meeting	0	1
10/1/11	Corn Maze Social with UC Davis	0	5.5
10/2/11	Division 2 Key Club DCM	0	0.5



10/2/11	Key 2 College	0	3
10/15/11	Goblin Jamboree	7	0

Total Service Hours since Last Board Meeting: 21

Total Service Hours since April 1, 2011: 24

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
MM/DD/YY			
04/03/11	Brett Butler	District Board Application	E-mail
04/04/11	Christine Nguyen	OCC end of the year banquet	E-mail
04/04/11	Jennifer Que	Formal board involvement	E-mail
04/04/11	Brett Butler	District Board Interview time	Phone Call
04/05/11	Brett Butler	District Board Interview	Phone Call
04/06/11	Brett Butler	District Board Position	Phone Call
04/10/11	Christine Nguyen	OCC end of the year banquet	E-mail
04/13/11	Brett Butler	Question about weekly reports	E-mail
04/14/11	Jonathan Cao-Nguyen	My board report	E-mail
04/17/11	Phillip Chow	Divisional VP award	E-mail
04/17/11	Jennifer Que	OCC CKI involvement on Awareness Day	E-mail
04/18/11	Jonathan Cao-Nguyen	OCC CKI VP blurb	E-mail
04/22/11	Brett Butler, Camille Goulet, Armando Velazquez	Awards Committee Application	E-mail
04/24/11	Karen Chen, Stephanie Rivera, Ally Bogan, Jonathan Junpradub	DOTC Presentation	E-mail
04/29/11	District Board	District Board Pictures	E-mail
05/02/11	Jennifer Que	District Committee Applications Power Point	E-mail
05/03/11	Armando Velazquez	Introduce Myself	E-mail
05/05/11	Jeff Dimsdale	Board Paper Work	E-mail
05/05/11	Lauren Kim	Preschool Fair CERF	E-mail
05/07/11	Armando Velazquez	Potential Meeting	E-mail
05/10/11	Christine Nguyen	Banquet Performances	E-mail
05/15/11	Armando Velazquez	My Schedule	E-mail
05/16/11	Vincent Vu	Banquet Updates	E-mail
05/16/11	Frank Payta	Awards Committee	E-mail
05/16/11	District Board	Awards Committee Applicants	E-mail
05/16/11	Andrew Tom, J.O. Salva, Bock Szymkowicz, Korey Lopez, Mark Strickland, Edmund Chua, Melinda Quach, DeVante Allen, Michael Saechao, Stephanie L. Nguyen, Linda Thai, Ashley Valdez, Tami Bi, Patrick C. Huie, Vivian Kha, Armando Velazquez	Awards Committee Invitation for an Interview	E-mail



05/18/11	Armando Velazquez	Meeting	E-mail
05/18/11	Andrew Tom, J.O. Salva, Bock Szymkowicz, Korey Lopez, Mark Strickland, Edmund Chua, Melinda Quach, DeVante Allen, Michael Saechao, Stephanie L. Nguyen, Linda Thai, Ashley Valdez, Tami Bi, Patrick C. Huie, Vivian Kha	Awards Committee Interview Times	E-mail
05/18/11	Brett Butler	Board Update #1	E-mail
05/19/11	Karen Chen	Applicants Discussion	E-mail
05/19/11	Andrew Tom, J.O. Salva, Bock Szymkowicz, Korey Lopez, Mark Strickland, Edmund Chua, Melinda Quach, DeVante Allen, Michael Saechao, Stephanie L. Nguyen, Linda Thai, Ashley Valdez, Tami Bi, Patrick C. Huie, Vivian Kha	Committee Interviews	Phone Call
05/19/11	Brett Butler	Committee Choices	E-mail
05/20/11	Stephanie Nguyen	MRPs for Banquet	E-mail
05/22/11	District Board	OCC Banquet	E-mail
05/22/11	Kelly Ho	Award Certificates	E-mail
05/22/11	Xin Wei	Committee Results	E-mail
05/22/11	J.O. Salva, Bock Szymkowicz, Mark Strickland, Michael Saechao, Linda Thai, Tami Bi	Awards Committee Results	E-mail
05/22/11	Andrew Tom, Korey Lopez, Edmund Chua, Melinda Quach, DeVante Allen, Stephanie L. Nguyen, Ashley Valdez, Patrick C. Huie, Vivian Kha, Armando Velazquez, Brett Butler	Awards Committee Results and First Assignment	E-mail
05/23/11	Christine Nguyen, Cat Tran, Jonathan Cao-Nguyen, Vincent Vu, Jeff Dimsdale	Banquet Program	E-mail
05/24/11	Xin Wei, Virginia Mac	District Board Profile	E-mail
06/01/11	Andrew Tom, Korey Lopez, Edmund Chua, Melinda Quach, DeVante Allen, Stephanie L. Nguyen, Ashley Valdez, Patrick C. Huie, Vivian Kha, Armando Velazquez	Potential Committee Meeting Time	E-mail
06/07/11	Armando Velazquez	Meeting Agenda	E-mail
06/14/11	Andrew Tom, Korey Lopez, Edmund Chua, Melinda Quach, DeVante Allen, Stephanie L. Nguyen, Ashley Valdez, Patrick C. Huie, Vivian Kha, Armando Velazquez, Brett Butler	Assignment #2	E-mail
06/17/11	Xin Wei, Virginia Mac	District Board Profile Changes	E-mail
06/17/11	Jackie Erzinger (Regulation and History Chair (ARH) for the Wisconsin-Upper Michigan District)	CNH Awards	E-mail
06/19/11	Brett Butler	Board Update	E-mail



06/21/11	Jackelyn Rivera	Question	E-mail
06/21/11	Armando Velazquez	Awards Updates	E-mail
06/23/11	Andrew Tom, Korey Lopez, Edmund Chua, Melinda Quach, DeVante Allen, Stephanie L. Nguyen, Ashley Valdez, Patrick C. Huie, Vivian Kha, Armando Velazquez	Second Meeting	E-mail
06/23/11	Jackelyn Rivera	President Retreat Workshops	E-mail
06/23/11	Edmund Chua	Awards Questions	E-mail
06/26/11	Jonathan Cao-Nguyen, Brett Butler,	Camille Goulet	E-mail

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Finish my first proposal
2. Revise all the awards and Awards manual
3. Assembled ideas and suggestions from the District Board and Awards Committee for new awards
4. Have committee meeting regularly

b. Top 5 Plans

1. Create the Awards Newsletter
2. Organize my hardworking, diverse committee
3. Prepare for DCON awards
4. Make sure all the Presidents know who to contact if they need help filling out awards
5. Turn everything in on time and look for my lost service hours

III. Resources Needed

1. None

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

- Help schools in our district be recognized and awarded for their hard work. Have more clubs participating and winning awards than ever before.
- Advocate and promoting awards to schools of all sizes, of all divisions, and of all backgrounds to apply and win awards. This can be done by calling, visiting, and emailing clubs.
- Better educate the all the clubs in the district by hosting workshops, having a newsletter, and an educated committee.
- Improve the current excising awards and to further develop the awards manual. This maybe done my changing the format of all the awards.
- Create new awards for both FTC and DCON that highlight the interests and passions of Circle K'ers.



V. Announcements

Adjusting to a new school has been hard! I am trying my best to do my best. I am trying to find what happened to all my lost hours! It seems like I lost some hours when I transitioned schools! So I am in the process of looking for those. I also want to have printed Awards manuals for all the Presidents of CNH. That is one of my goals. Thank you everyone for all the love and support!



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

District Convention Chair Board Report
Respectfully Submitted by Gary Deng

I. Your activities since last Board Meeting

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
MM/DD/YY			
8/5-8/7	President's Retreat		13
8/11	Book Doctor	2.5	
8/18	Book Doctor	2.5	
9/14	Dodgeball Fundraiser		4
9/14	Tabling		2
9/18	Book Doctor	2.5	
9/20	UCI Circle K Orientation		3
9/26	UCSD GBM		2
9/27	UCI GBM		2
10/11	UCI GBM		2
10/12	UCI FTC Skit Practice		3
10/16	DCON Committee Meeting		2
10/18	UCI GBM/ Member Induction		2

Total Service Hours since Last Board Meeting: 7.5

Total Service Hours since April 1, 2011: 13

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
MM/DD/YY			
7/10/11	Bruce Hennings	DCON budget	email
7/14/10	District Board	Top Three Themes	email
7/17/11	DCON Committee	Chosen theme	email
7/20/11	DCON Committee	Committee Report	email
7/22/11	Bruce Hennings, Don Hull	Decorations at hotel	Email
7/22/11	DCON Committee	Decoration ideas for theme	Email



7/24/11	DCON Committee	DCON Promo video	Email
7/25/11	Don Hull	Donations	Email
7/27/11	Ally Bogan	President's Retreat workshop	Email
7/29/11	Don Hull, Bruce Hennings, Mariam Tonapetyan	Filming at Woodland Hills Marriott	Email
8/2/11	Don Hull, Alexander Chu	Resignation of Souvenirs Chair	Email
8/4/11	Tommy Koo, Chu Shao	DCON Slideshow Ads	Email
8/4/11	DCON Committee	Promo Video Filming Day	Email
8/7/11	Don Hull, Jessica Phan, Stefanie Chow, Bruce Hennings	Table Centerpieces and Backdrop	Email
8/8/11	Don Hull	T-shirts, workshops, and souvenirs questions	Email
8/13/11	DCON Committee	Transportation to Woodland Hills Filming	Email
8/25/11	Brett Butler	Board Update Questions	Email
8/28/11	CNH Presidents	Time Conflict with DCON	Email
8/29/11	Sojeong Moon, Chu Shao, Tommy Koo	Slideshow Ad forms	Email
8/29/11	DCON Committee	Donation Letter	Email
8/29/11	Sojeong Moon, Jessica Hsueh, Don Hull	Approval of DCON logo	Email
8/30/11	Colin Wu	Promo Video	Call and Email
8/30/11	Karen Chen, Sojeong Moon	FTC Ad	Email
9/3/11	Vigil Rapiz, DCON Committee	Souvenirs Chair appointment	Email
9/6/11	Alanna Le, Jessica Hsueh, Don Hull	Workshop Evaluations	Email
9/7/11	Sojeong Moon, Don Hull, Jessica Hsueh	Program Ad	Email
9/7/11	Don Hull	DCON time conflict	Email
9/10/11-9/17/11	DCON Committee	Rough Forms, applications, proposals	Email
9/17/11	Stefanie Chow	Reimbursement for DCON	Email
9/18/11	Michelle Trujillo, Jennifer Lai	Programs Co-Chair	Email
9/18/11	Brett Butler	Board Update Questions	Email
9/25/11	DCON Committee	Approval Items	Email
9/30/11	Sojeong Moon, Jessica Hsueh, Don Hull	Letterhead	Email
10/2/11	Goldie Tang	Senior Gift Proposal	Email
10/3/11	Jennifer Lai	Program Co-Chair Appointment	Email
10/6/11	Brett Butler	Board Update Questions	Email
10/7/11	Ruben Ruiz	Awards	Email
10/9/11	DCON Committee	Committee Reports	Email
10/16/11	DCON Committee	Final forms, applications, proposals	Email
10/16/11	Karen Chen	FTC Slideshow Ad	Email

II. Work Progress (Achievements & Plans)

a. Total Achievements



1. Finished filming as a committee for DCON promotional video
2. Approved DCON logo
3. Approved DCON letterhead
4. Approved DCON souvenir
5. Approved DCON talent show tier system

b. Top 5 Plans

1. Work on program schedule
2. Work on workshop schedule and room assignments
3. approved awards presentations proposal
4. Find DJs for entertainment
5. Find vendors for souvenirs and senior gift

III. Resources Needed

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

I plan to establish a coherent committee to not only improve upon the success of District Convention, but improve upon cooperation and leadership in the committee as well.

- With the start of classes, some committee members were not able to physically be present at committee meetings. There was one meeting where a quorum was not met so nothing could be approved at that one meeting. However, video chat has made attending meetings easier for some, especially for those that are further away. Committee members seem to be working together well with projects, such as the DCON promotional video and various forms, applications, and proposals.

With debriefing material from immediate past chairs, I will educate newly appointed chairs about their positions early on in their term.

- With recent deadlines, more and more committee members were referring to their predecessor's work or contacting their predecessors.

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V. Announcements



CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Fall Training Conference Chair Board Report

Respectfully Submitted by **Karen Chen**

I. Your activities since last Board Meeting

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours	Admin Hours
07/08/2011	Chaparral House Visit	2.25		
07/08/2011	Pepe's Pizza Social		2	
07/09/2011	Relay for Life Campbell & July DCM	4		1
07/19/2011	Berkeley Kiwanis Meeting			1.25
07/19/2011	Life Beyond Ramen/8 th Summer Service Meeting		2	1
07/23/2011	Single Service Workday	3		
07/26/2011	Berkeley Kiwanis Meeting			1.25
07/31/2011	24 Hour Service Social	5		
08/02/2011	Life Beyond Raman/9 th Summer Service Meeting		2	1
08/09/2011	Berkeley Kiwanis Meeting			1.25
08/18/2011	District Summer Service Social	6	7	6
08/21/2011	Paradise DCM			1
08/30/2011	Berkeley Kiwanis Meeting			1.5
09/09/2011	Berkeley Kiwanis Dineout			2
09/10/2011	Capi-Gate Service/Social & September DCM	6		1
09/11/2011	Solano Stroll	5		
09/13/2011	UC Berkeley First General Meeting & Kip's Social			3
09/13/2011	Berkeley Kiwanis Meeting			1.5
09/14/2011	Single Service Committee Meeting	1		
09/16/2011	Big C Hike and Free Pizza Social		2	
09/18/2011	New Member Orientation			2
09/20/2011	Fundraising Committee Meeting	1		
09/20/2011	Berkeley Kiwanis Meeting/Picinc			2
09/21/2011	Single Service Committee Meeting	1		
09/21/2011	Projects Committee Meeting	1		
09/24/2011	Aquatic Park EGRET	4.5		
09/27/2011	Berkeley Kiwanis President Installation			2
09/27/2011	UCB General Meeting			1
09/28/2011	UC Davis First General Meeting			5.5
09/30/2011	Hands on Science Planning Meeting	1		
10/01/2011	Hands on the Bay	8.5		



10/07/2011	Key to College	7		
10/04/2011	De Anza First General Meeting			2.5
10/05/2011	Single Service Committee Meeting	1		
10/05/2011	Projects Committee Meeting	1		
10/06/2011	Kiwanis Family Committee Meeting			1
10/08/2011	Crazy Kompetition for Infants North		7	
10/10/2011	UCB General Meeting			1
10/11/2011	Berkeley Kiwanis Meeting			1.5
10/12/2011	Projects Committee Meeting	1		
10/13/2011	Kiwanis Family Committee Meeting			1
10/15/2011	Crazy Kompetition for Infants South	7.5		
10/17/2011	UCB General Meeting			1
10/19/2011	Single Service Committee Meeting	1		
10/19/2011	Projects Committee Meeting	1		

Total Service Hours since Last Board Meeting: 68.75

Total Service Hours since April 1, 2011: 112.5

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/11/2011	Brian Mangunson	Chair meeting	Email
07/12/2011	Annamarie Hernandez	Donations	Email
07/12/2011	Daniel Ha	Skit application draft	Email
07/16/2011	Virginia Mac	FTC committee addition for Sunburst	Email
07/17/2011	Ruben Ruiz	Award changes	Email
07/17/2011	Virginia Carpenter	FTC committee meeting	Email
07/17/2011	Tammy Tieu	SAA's	Gchat
07/17/2011	FTC Committee	Meeting reminder/agenda/budget	Email
07/17/2011	Bruce Henning	Various FTC inquiries	Email
07/18/2011	FTC Committee	Committee meeting/District updates	Skype/Phone
07/19/2011	Jackelyn Rivera	Presidents' Retreat workshop outline	Email
07/20/2011	Annamarie Hernandez	Donation letter	Email
07/20/2011	FTC Committee	Meeting follow-up	Email
07/21/2011	Bruce Hennings	Donation questions	Email
07/21/2011	Brian Mangunson	General FTC business	Email
07/21/2011	Kenneth Lee, Bock Szymkowicz, Brian Mangunson	Workshop survey	Email
07/21/2011	Lena Lau, Celeste Li, Carly Wasserman	Decorations and souvenirs	Email
07/21/2011	Annamarie Hernandez	Donation letter	Email
07/24/2011	Michael Saechao, Timothy Ma, Brian	Member interaction at FTC	Email



	Mangunson		
07/24/2011	Andrew Ratermann	Slideshow photo submissions	Email
07/24/2011	FTC Committee	Next committee meeting	Email
07/24/2011	Annamarie Hernandez	Donation letter	Email
07/27/2011	FTC Committee	Donations	Email
07/26/2011	Kenneth Lee, Bock Szymkowicz, Brian Mangunson	Chair meeting	Email
07/28/2011	Kenneth Lee, Bock Szymkowicz, Brian Mangunson	Chair meeting	Email
07/29/2011	Kay Kim	Program ads	Email
08/02/2011	CNH Presidents	Program ads and slideshow submissions	Email
08/02/2011	Kay Kim	Program ads and logo	
08/02/2011	FTC Committee	Meeting reminder	Email
08/02/2011	Carly Wasserman	Souvenir ideas	Email
08/03/2011	FTC Committee	Committee meeting	Email
08/03/2011	Armando Velazquez, Ruben Ruiz, Daniel Ha	Skit & talent act badges	Email
08/03/2011	Bruce Hennings, Bill & Virginia Carpenter	FTC inquiries	Email
08/04/2011	Brett Butler	Souvenir choices	Email
08/05/2011	Kay Kim	DBoard/committee profiles	Email
08/05/2011	FTC committee	Meeting follow-up	Email
08/05/2011	Kenneth Lee, Bock Szymkowicz	Workshop list	Email
08/08/2011	Xi Wei	FTC info for website	Email
08/08/2011	District Board	Program profiles	Email
08/08/2011	Kenneth Lee, Bock Szymkowicz	Workshops	Email
08/09/2011	Daniel Ha	Skit manual and promotion	Email
08/09/2011	Kay Kim	Program and logo	Email
08/09/2011	Sally Kim, Kristen VanCitters	Registration volunteer and SAA forms	Email
08/10/2011	Celeste Li, Lena Lau	Donation requests	Email
08/10/2011	Sally Kim, Kristen Van Citters	Registration/SAA volunteers	Email
08/13/2011	Ally Bogan	DSSS program	Email
08/14/2011	Annamarie Hernandez	Donations	In person
08/16/2011	Timothy Ma	DJ applications	Email
08/18/2011	Kenneth Lee & Bock Szymkowicz	Workshop session and applications	Email
08/18/2011	Kay Kim	Logo and program	Email
08/21/2011	Brett Butler	FTC logo	Email
08/23/2011	Virginia Mac & Xin Wei	FTC promo	Email



08/23/2011	Kenneth Lee & Bock Szymkowicz	Workshop applications	Email
08/23/2011	Virginia & Bill Carpenter	FTC forms for approval	Email
08/24/2011	Andrew Ratermann	Opening slideshow submissions	Email
08/24/2011	Xin Wei	FTC info/forms for website	Email
08/25/2011	Jackelyn Rivera	FTC info for presidents	Email
08/25/2011	Jonathan Cao-Nguyen	Access to presidents' reflector	Email/Text
08/28/2011	Lisa Watson	Workshops	Email
08/29/2011	Xin Wei	Additional FTC resources	Email
08/30/2011	Gary Deng	DCON ad	Email
08/30/2011	Brian Mangunson	Donations	Email
08/31/2011	Sally Kim	FTC facebook page	Email
08/31/2011	Kay Kim	Program and ads	Email
09/01/2011	CNH Presidents	FTC opportunities for general members	Email
09/01/2011	Brian Lopez	2010 slideshows	Email
09/01/2011	Andrew Ratermann	Promo slideshow	Email
09/03/2011	DBoard & FTC Committee	Workshop info-session testing	Email
09/03/2011	Brian Mangunson, Kenneth Lee, Bock Szymkowicz	Info-session testing	Email
09/05/2011	Brian Mangunson, Kenneth Lee, Bock Szymkowicz	Workshop matrix	Email
09/06/2011	CNH members	Workshop info session	Webinar
09/06/2011	Various Emeryville Shops	Donation requests	In person
09/06/2011	CNH Presidents	Info-session	Email
09/06/2011	Teacake Bake Shop, BestBuy	Donation request	Email
09/06/2011	Kenneth Lee, Bock Szymkowicz, Brian Mangunson	Info-session invites	Email
09/08/2011	CNH members	Info-session powerpoint	Email
09/08/2011	Ally Bogan	FTC service project	Email
09/09/2011	Kenneth Lee & Bock Szymkowicz	Info-session outline	Email
09/09/2011	Xin Wei	Workshop info-session info for website	Email
09/10/2011	Camille Goulet, Virginia & Bill Carpenter	Member's inquiry about early departure from FTC	Email
09/11/2011	DBoard	DCMs during FTC	Email
09/12/2011	Jackelyn Rivera	New members in program	Email
09/12/2011	Carly Wasserman	Souvenirs	Email
09/12/2011	Camille Goulet, Brett Butler, Virginia & Bill	Workshop matrix and event schedule	Email



	Carpenter		
09/13/2011	Florence Lee	Ad payment	In person
09/14/2011	Tammy Tieu	Decorations, payment	Email
09/14/2011	Xin Wei	Powerpoint for website	Email
09/15/2011	Andrew Ratermann	Promo skit	Email
09/15/2011	Celeste Li & Lena Lau	Decoration materials	Email
09/18/2011	Jack Nhan (ELAC Pres)	FTC Registration	Text
09/18/2011	Kenneth Lee & Bock Szymowkicz	Workshop application confirmations	Email
09/18/2011	Stefanie Chow	Vouching inquiry	Email
09/18/2011	CNH presidents	Workshop host application deadline	Email
09/20/2011	BestBuy Rep	Donation request follow-up	Email
09/21/2011	Kenneth Lee, Bock Szymkowitz & Brian Mangunson	Workshop applicant summaries	Email
09/21/2011	Brett Butler	FTC logo	Text/Email
09/22/2011	Cuisinart, KleanKanteen	Donation requests	Email
09/22/2011	Annamarie Hernandez	Donations update	Email
09/24/2011	Tammy Tieu	T-shirts	Email
09/24/2011	Kay Kim	T-shirt design	Email
09/25/2011	Virginia Max	FTC blurb for Sunburst	Email
09/25/2011	Andrew Ratermann	Promo slideshow	Email
09/25/2011	CNH Presidents	Promo/Opening slideshow	Email
09/25/2011	Sally Kim	Packing list and driving directions	Email
09/26/2011	Peet's Coffee & Tea	Donations requests	Phone
09/26/2011	District E-Board	E-Board session at FTC	Email
09/27/2011	Jackelyn Rivera	FTC new members	Email
09/27/2011	Daniel Ha & Timothy Ma	Opening skit & alternate Saturday night activities	Email
09/28/2011	Kenneth Lee, Bock Szymkowitz, Carly Wassermann	Workshop host thank you gifts	Email
09/29/2011	Klean Kanteen Rep	Donation request	Email
10/01/2011	Brett Butler	FTC programming and more	Phone
10/01/2011	Celeste Li/Lena Lau	Decoration materials	Phone/Email
10/01/2011	Timothy Ma	FTC DJ applicants	Email/Facebook
10/01/2011	Bruce Hennings	Ordering t-shirts/souvenirs/programs	Email
10/01/2011	Melanie Walter	FTC presentation	Email
10/01/2011	NorCal Committee Members & DBoard	NorCal decoration workday	Email
10/03/2011	CNH Presidents	Registration deadlines/SAA/registration volunteer/skit & talent acts	Email
10/04/2011	Camille Goulet, Brett Butler, Virginia & Bill Carpenter	Workshop matrix draft	Email



10/04/2011	FTC committee	Next committee meeting	Email
10/06/2011	Stefanie Chow	Vouching inquiry	Phone
10/06/2011	Ally Bogan	FTC registration	Text
10/06/2011	Ally Bogan	On-site service project	Email
10/06/2011	Celeste Li	Decorations materials	Text
10/06/2011	Sarah Oda	UCSB attendance at FTC	Phone
10/06/2011	Kay Kim	Program	In person
10/06/2011	FTC committee, DBoard	Karaoke for alternate activity	Email
10/06/2011	Chu Shao	AV chair updates	Email
10/07/2011	Camille Goulet	Advisor sessions	Email
10/07/2011	Daniel Ha	Banner patches/souvenirs	Text
10/07/2011	Brett Butler	Souvenir/T-shirt designs	In person
10/07/2011	Carly Wassermann	Workshop host thank yous	Email
10/08/2011	Camille Goulet, Brett Butler, Bock Szymkowicz	Workshops	In person
10/08/2011	Key Kim	FTC chair messages	Email
10/08/2011	Bruce Hennings	Projector and printing inquiries	Email
10/08/2011	Kenneth Lee, Bock Szymkowicz, Brian Mangunson	Finalized workshop matrix	Email
10/08/2011	DBoard	FTC Travel arrangements	Email
10/09/2011	CNH Presidents	SAA/Volunteer registration, skit/talent acts	Email
10/09/2011	CNH Presidents	Registration reminder and payment options	Email
10/09/2011	Michael Saechao	Dining groups and clean-up crew	Text/Email
10/10/2011	Lisa Watson, Melanie Walter	International forum	Email
10/10/2011	Brian Mangunson	General FTC business, evaluations	Email
10/10/2011	Peter Yu	Workshop request	Email
10/10/2011	Bruce Hennings, Virginia & Bill Carpenter	Auditorium/backdrop dimensions, food	Email
10/10/2011	Lisa Watson	Workshop information	Email
10/10/2011	Timothy Ma (Entertainment)	FTC registration	Text
10/10/2011	Shera Kwak (UCB VPA)	Kiwanis registration	Text
10/10/2011	Lena Lau (Decorations)	Materials	Text
10/10/2011	Celeste Li (Decorations)	Workday	Text
10/10/2011	Starbucks	Donation requests	Phone
10/10/2011	Kristen VanCitters	FTC schedule, SAAs	Email
10/10/2011	Kay Kim	Updates for programs	Email
10/10/2011	FTC Committee	Fifth committee meeting	Email
10/11/2011	Andrew Tom (UCD President)	FTC registration	Text
10/11/2011	Ruben Ruiz	Workshop info and Most Spirited award	Text
10/11/2011	Bill and Virginia Carpenter	FTC decorations and materials	In person/Email



10/11/2011	Lena Lau	Decoration materials	Phone
10/11/2011	Celeste Li (Decorations)	Workday	Text
10/11/2011	Kay Kim, Carly Wassermann	Souvenir and t-shirt designs	Email
10/11/2011	DBoard	Opening skit	Email
10/11/2011	DBoard	DCMs during FTC	Email
10/12/2011	Ally Bogan	DSI into for program	Email
10/12/2011	Daniel Ha	Opening skit	Text
10/12/2011	Ruben Ruiz	Most Spirited award	Text
10/12/2011	Camille Goulet	Workshops	Email
10/12/2011	Kay Kim	Program/shirt/souvenir design updates	In person/Text
10/12/2011	Shera Kwak	Late arrival to FTC	Text/In person
10/12/2011	Frank Bliss	FTC attendance	Email
10/13/2011	Kay Kim	Contacting program publisher	Text/In person
10/13/2011	Mikael Miller	FTC Payment	Email
10/13/2011	Bryan Dang	FTC Payment	Email
10/13/2011	Stefanie Chow	Credit card payments, fundraisers	Gchat/Email
10/13/2011	Timothy Ma	DJ update	Email
10/13/2011	Daniel Ha	Banner patches	Email
10/13/2011	CNH Presidents	SAA/Registration volunteer forms	Email
10/13/2011	SoCal Committee Members & DBoard	SoCal decorations workday	Email
10/13/2011	Bruce Hennings	FTC inquiries	Email
10/14/2011	Tammy Tieu	Decoration questions	Email
10/14/2011	Lena Lau	Backdrop dimentions	Email
10/14/2011	FTC Committee, DBoard	FTC program draft	Email
10/15/2011	Jackelyn Rivera	MRP info at FTC, new members	In person
10/15/2011	Camille Goulet	FTC Program	In person
10/15/2011	Daniel Ha, Brett Butler	FTC skit submissions	Email
10/16/2011	Lena Lau	Decorations workday	Phone
10/16/2011	Brett Butler	T-shirt choices	Email
10/16/2011	Kay Kim	T-shirt designs	Email
10/16/2011	Sally Kim	Registration volunteers	Text
10/17/2011	Brett Butler	General sessions	Tinychat
10/17/2011	NorCal Committee Members & DBoard	Decoration workdays	Email
10/17/2011	Johnathan Do	DJ info	Emai
10/17/2011	Bock Szymkowicz, Kenneth Lee	Workshop descriptions	Email
10/17/2011	Neil Yonzon	Pillow fight promo slide	Email
10/17/2011	Andrew Ratermann	Opening Slideshow	Email
10/17/2011	Brian Mangunson	Raffle prizes/evaluations	Email
10/17/2011	Candace Chu, Stefanie Chow	Karaoke machine for FTC	Email
10/17/2011	Kristen VanCitters	SAA info	Email



10/17/2011	Kay Kim	Program updates	Email
10/17/2011	Camille Goulet	Info for program	Email
10/18/2011	DBoard	FTC Updates	Email
10/18/2011	Michael Saechao	Dining hall tables	Email
10/19/2011	Sally Kim	Driving directions	Email
10/19/2011	FTC committee meeting	Meeting reminder	Email
10/19/2011	Daniel Ha	Skit choices	Email
10/20/2011	Camille Goulet	FTC program	Email
10/20/2011	Nancy Dediemar	FTC programs	Phone
10/20/2011	Diana Tran, Ruben Ruiz	January board flights	Email
10/20/2011	FTC Committee	Fifth committee meeting	Skype/phone
10/20/2011	Kay Kim	Program updates	Email
10/21/2011	Daniel Ha	Talent acts and skit selections	Email
10/21/2011	Michael Saechao	Dining hall centerpieces	Phone
10/21/2011	Kay Kim	Finalized program	Email

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Finalized workshops!
2. Finalized programs!
3. Finalized souvenirs!
4. Finalized opening skit & general sessions!
5. Chose skit performances!

b. Top 5 Plans

1. Ensure that members have an enjoyable Fall Training Conference
2. Help registration goes smoothly and hope that everyone will get there safely
3. Make sure that general sessions/workshops go smoothly and the everyone attends
4. Assist Jackelyn to make new member initiation go smoothly
5. HAVE FUN AT FTC!

III. Resources Needed

1. Your help throughout FTC. Thank you!

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

- Work with a cohesive committee to put on an exciting and educational Fall Training Conference for the members of Cal-Nev-Ha.
 - My committee has been working very well together and has been helping each other out to provide the best for the members of this district.



- Increase education on how to lead successful workshops.
 - *My workshop chairs, administrative assistant and I have held two info-sessions on how to be a successful workshop host and have posted the PowerPoint resource online for people to access.*
- Be an active and supportive member of the District Board and my home club.
 - *I've been supportive of my home club by going to general meetings and committee meetings consistently, as well as service and social events. I have also tried to be as supportive as possible to other district board meetings.*

V. Announcements

Hope you all enjoy Fall Training Conference! Thank you all in advance for helping me out and making sure that all your members have a great time :)



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

District Kiwanis Family Chair Board Report
Respectfully Submitted by **Stephanie Rivera**

I. Your activities since last Board Meeting

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/7/11	Kiwanis Luncheon		2
7/23/11	San Diego Division 37 OTC		3
7/24/11	Goodwin's Service Project	3.5	
7/28/11	Highlander Orientation Session		3.5
7/29/11	Soup Kitchen		3.5
7/30/11	WAW: Saturday Mustard Plant Clean Up	3.5	
8/4/11	Soup Kitchen	2	
8/14/11	WAW: Workshops & DCM		3
8/18/11	DSSS: Service Hours	3	
8/18/11	DSSS: Key to college	7	
8/26/11	D6 & D47 Lake Cleanup & DCM	3	
9/2/11	Kiwanis Luncheon		2

Total Service Hours since Last Board Meeting: 22

Total Service Hours since July 15, 2011:22

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/5/11	Nicole Lau	In terms of joining CKI	Email
7/5/11	Ariana Spero	About the D K-fam Newsletter	Email
7/6/11	Candace Chu	About D K-fam Newsletter	Email
7/6/11	Brian Kan	K-fam Pamphlet	email
7/7/11	Camille Goulet	K-fam information	Phone
7/9/11	Karen Chen	K-fam Newsletter	Email
7/10/11	Justine Hsu	On Attending Key to College	email



7/11/11	Brian Kan	D K-fam Committee	Email
7/11/11	Ariana Spero	D Kfam Committee	Email
7/12/11	Camille Goulet	Regarding the Mocltail party	Email
7/14/11	Ariana Spero	Summer Maual Editing	Email
7/14/11	David Limjoco	D Kfam Assignment	Email
7/15/11	Brian Kan	Final Edits on Summer Manual	Email
7/15/11	Camille Goulet	About DSSS events	phone
7/19/11	Candace Chu	D Kfam Committee Assign.	Email
7/19/11	Ariana Spero	D Kfam Meeting Minutes	Email
7/20/11	Kendra Ednacot	Regarding Key to College	email
7/21/11	Camille Goulet	DSSS: Key to college, mock party	phone
7/24/11	Camille Goulet	Regarding the Summer Manual	email
7/26/11	Vincent Ng	D Kfam committee	Email
7/29/11	Kevin Goble	Key to College supplies	Email
8/1/11	Brian Kan	Key To college program	email
8/1/11	Tami Bi	Key to college power point	email
8/2/11	Brian Kan	Newsletter Calendar	email
8/2/11	Vincent Ng	Key to college PP	email
8/2/11	Kimi Wong	Fall into fellowship ideas	email
8/3/11	Brett Butler	KFRF Draft	email
8/4/11	Camille Goulet	KFRF--DSSS	Phone
8/5/11	Brian Kan	Trivia--newsletter	email
8/9/11	Candace Chu	Newsletter-trivia	email
8/10/11	Bruce Hennings	Key Club Tags	Email
8/10/11	Justine Hsu	Key to college	email
8/11/11	Camille Goulet	Key to college/Mocktail party	Phone
8/13/11	Brian Kan	Key to college Program	Email
8/13/11	Brett Butler	KFRF Last draft	Email
8/14/11	Tami Bi	Key to college presentation	email
8/14/11	Karen Chen	College Myths Slideshow	Email
8/14/11	Xin Wei	Putting KFRF/Summer Manual online	email
8/15/11	David Limjoco	Key To college power point	email
8/16/11	Vincent Ng	Choosing a Major—Key to college pp	email
8/16/11	Kiara Sanchez	Attending Key to college	email
8/17/11	Candace Chu	Key to College PP	email
8/18/11	Camille Goulet	DSSS—Key To College	email
8/18/11	Brian Kan	Cki Pamphlet. Flyer	email
8/18/11	Candace Chi	Key to college workshop	email
8/23/11	Brett Butler	Survey Key to College	Email
8/23/11	Carl Miya	Submitting KFRF	email
8/23/11	Steven Wang	New Member Info	email
8/23/11	Kimi Wong	D K-fam Board Profiles	email
8/23/11	Brian Kan	D Kfam Board Profile	email
8/25/11	Edmund Chua	Kiwanis Family report Form	email
8/25/11	Sinh Nguyen	Submitted KFRF	email



8/27/11	Tatiana Caicedo	Submitted KFRF	email
8/27/11	Renee Joy Eguia	Submitted KFRF	email
8/29/11	Kaci Hartwick	Sent information on kfam chair	email
8/31/11	Tami Bi	Improving key club in San Bernardino	email
8/31/11	Linda Thai, Ariana Spero, Kimi Wong	District Kiwanis Family Committee	Email
8/31/11	Tami Bi, Candace Chu	District Kiwanis Family Committee	Email
8/31/11	Brian Kan, David Limjoco	District Kiwanis Family Committee	email
9/1/11	Camille Goulet	Over view of dsss	email
9/17/11	Ariana Spero	Editing the D Kfam Newsletter	email
9/19/11	Kimi Wong	Charter Manual	email
9//21/11	Linda Thai	Charter Assignment	Email
9/21/11	Brian Kan	Charter Assignment	email
9/26/11	Boris Zhang	KFRF submission	email
9/28/11	Florence Lee	KFRF question	email
9/29/11	Esther Lin	KFRF Submitted	email
9/29/11	Daniel Slabolepszy	KFRF Submitted	email
9/29/11	Felicia Grady	Kfrf submitted	email
9/30/11	Eric Lam	KFRF Submitted	email
9/30/11	Kimi Wong	KFRF Submitted	Email
9/30/11	Esther Lee	KFRF Submitted	email
9/30/11	Brandon Anthony P. Baello	KFRF Submitted	Email
9/30/11	Alanna Le	KFRF Submitted	email
9/30/11	Edmund Chu	KFRF Submitted	email
10/1/11	Vincent Ng	KFRF Submitted	Email
10/1/11	Jenkang Tao	KFRF Submitted	email
10/1/11	Irene Iwasaka	KFRF Submitted	email
10/2/11	Garrett Coyne	KFRF Submitted	email
10/2/11	Patrick Junpradub	KFRF Submitted	email
10/11/11	Ariana Spero	Newsletter editing	email
10/13/11	Camille Goulet	Update on K-family	phone
10/17/11	John Do	New member interested	email
10/17/11	Andrew Tom	New Member interested	email
10/17/11	Danny Leung	New Member interested	email
10/17/11	Florence Lee	New member interested	email

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Key to College at DSSS Was a success, we had 41 attendees
2. Mocktail Party was successful
3. Finished the "Summer Manual 2011-2012"
4. KFRF was sent to all the Kiwanis Family Chairs
5. Less than half of the clubs submitted the KFRF. The form is a great indicator of what clubs are doing and what they need help with.



b. Top 5 Plans

1. Have Committee meetings once a month
2. Advertise the KFRF more, so most of the clubs can submit the form on December 1, 2011.
3. Complete the manual "How to charter a club"
4. Get a set plan on what we can do at DCON for advertising stronger Kiwanis family relations.
5. Complete another edition of the "Keeping up With the Kiwanis Family"

III. **Resources Needed**

1. Help with Advertising the KFRF (Kiwanis Family Report Form) from L. tg and chairs
2. Printing out the newsletters
3. Reward the Kfam Committee
4. Gas reimbursement for visiting other meetings
5.

IV. **District Officer Assessment**

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

- One of my goals was to have a successful Key to College and that was made possible. My committee and I worked really hard in putting the key to college together. We made it interactive, advertised, and had a fun raffle. In addition, a really great part of the Key to College was having a college fair, this was an area where high school students could approach the tables of various Clubs and ask more information about that college. This was a very great opportunity for high school students to have more than 10 colleges come together in one room and get more information. Also, thank you to all the school that brought helpful pamphlets about their schools, and free things to give away. They helped make the Key to College A great Success. :D
- Some of the goals I had at the beginning of the year were to help Kfam chairs with their positions. I feel with having the KFRF (Kiwanis Family Report Form) , it will help me see what K-fam chairs need help in. Therefore, I will be able to assist them in any way possible by providing feedback, offering new ideas on how to improve, or just simply providing support.
- I have kept in contact with a lot of the K-fam Chairs however, I can be doing better in that aspect.
- My committee and I have constructed the "Kiwanis Family Summer Manual". This is a great resource because its goal is to give K-fam chairs an idea of what they should be doing over the summer to prepare for the upcoming year. Also there were events as Kfam chairs they should implement, and the manual had step by step help on how to plan an event. My committee members worked hard on editing, writing paragraphs, and adding the graphics which made it look aesthetically pleasing.



- Also I feel that I have used my committee members effectively, by getting a newsletter out, having the summer manual constructed and implementing the KFRF.
- My committee and I have done a great job with creating the first District K-fam Newsletter “Keeping up with the Kiwanis Family”. This is a great tool that includes, fun facts on the Kiwanis family, it features a club spotlight, it introduces the District K-Fam Committee Members, and has helpful hints on how to plan a successful Key to College. Also, it has great ideas on what events to plan for “Fall into Fellowship” and the Shadow Program. We all have been working really hard on providing tools and resources to make Kiwanis Family relations stronger.
- Lastly, implementing the KFRF is a great tool to see what K-fam Chairs need help with. It has worked fairly well. The KFRF gives an incentive to Kfam chairs to implement the programs so they don’t turn in a blank form. This form holds them accountable to promote the Shadow program, plan a key to college, support others meetings, help with Kiwanis Family relations etc.
- Our goal is to get even more schools to turn it by Dec 1, which is the next deadline. For the KFRF (Kiwanis Family Report Form)

V. Announcements

- a. **The Kiwanis Family Report Form has been working really well. It was due on October 1st and about 19 schools submitted the forms. Even though it is not all the schools it is still great that many of the schools submitted a form. It is a great way to see what K-fam Chairs need help with and assist them in that way. In addition, the KFRF will also help me give the K-fam chairs advice on how to improve.**
- b. **Check out our First District Kiwanis Family Committee Newsletter “Keeping up with the Kiwanis Family”.**



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

District Membership Development and Education Chair Board Report
Respectfully Submitted by **Jackelyn Rivera**

- I. **Your activities since last Board Meeting**
a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
6/28/11	UCR General Meeting		2
7/12/11	UCR General Meeting		2
7/24/11	Goodwin's events	3.5	0
7/26/11	UCR General Meeting		2
7/28/11	Highlander Orientation Session		3.5
7/29/11	Soup Kitchen	2	
7/30/11	WAW: Mustard Plant Clean Up	3.5	
8/4/11	Soup Kitchen	2	
8/9/11	UCR General Meeting		2
8/12/11	Sushi Social		2.5
8/13/11	Toys for Smile	4	
8/13/11	Adult Day Care	3	
8/14/11	WAW: Workshop and DCM		3
8/18/11	DSSS: Service Hours	6	
8/19/11	DSSS: Admin Hours		27
8/23/11	UCR General Meeting		2
9/1/11	CSU Fullerton Meeting		3
9/2/11	Kiwanis Club Installation		1.5
9/26/11	Week Zero Tabling		1
9/27/11	UC Irvine Meeting		4
10/3/11	Krafts for Kids	1	
10/6/11	UC Riverside Meeting		2
10/10/11	CSU Long Beach Meeting		3
10/11/11	UC Riverside Meeting		2
10/18/11	UC Riverside Meeting		2

Total Service Hours since Last Board Meeting: 25hr

Total Service Hours since April 1, 2011: 50.5



b. People you have contacted:

Date	Person(s)	What was discussed?	Method
6/24/11	Edward Rivera	Master Excel sheet and Service hours	Email
6/26/11	District MD&E Committee: Lauren Kim, Alex Pham, Jonathan West, Stephanie Nguyen, Vanesa Duong, Brett Butler, Ally Bogan, Jonathan Nguyen, Shay Luther , Carl Miya, and Kristen VanCitters	MRP Representatives	Email
6/27/11	3 rd District MD&E Committee Meeting	MRP Representatives, MRP Video, and Newsletter	Skype and Conference Call
6/27/11	Camille Goulet	Presidents Retreat, MRP	Phone Call
7/4/11	Camille Goulet	Presidents Retreat, MRP	Phone Call
7/7/11	Steven Wang	Presidents Retreat	Email
7/9/11	District Board	President Retreat Workshops	Email
7/10/11	District Board	President Retreat Workshops	Email
7/11/11	Camille Goulet	Presidents Retreat, MRP	Phone Call
7/15/11	CNH Presidents	Presidents Retreat	Email
7/18/11	Camille Goulet	Presidents Retreat, MRP	Phone Call
7/25/11	Camille Goulet	Presidents Retreat, MRP	Phone Call
7/26/11	Bruce Hennings	Presidents Retreat	Email
7/28/11	District Board	Presidents Retreat Literature	Email
8/1/11	Camille Goulet	Presidents Retreat, MRP	Phone Call
8/2/11	CNH Presidents	Carpool List	Email
8/3/11	District Board	Carpool List	Email
8/3/11	Edward Rivera	Master Excel Sheet	Email
8/3/11	CSULS Karen	Won't be attending Presidents Retreat	Email
8/3/11	Paulina Moreno	Check for Presidents Retreat	Email
8/3/11	Renee Eguina	MRP Questions	Email
8/4/11	Crista Cabahug	MRP	Email
8/4/11	District Board	Final Prep for Presidents Retreat	Email
8/8/11	Karen Chen	District Profiles	Email
8/8/11	Camille Goulet	MRP, MRP Video and MD&E Newsletter	Phone Call
8/9/11	Kristen Vancitters	MD&E Video	Email
8/9/11	Joyce Hsaio	MRP 2011-2012	Email
8/9/11	Luis PRecadio	MRP 2011-2012	Email
8/11/11	District MD&E Committee	MD&E Video – Brainstorming	Email
8/12/11	District MD&E Committee	MD&E Shirts	Email
8/12/11	Brett Butler	Presidents Retreat Survey	Email



8/12/11	Brett Butler – District Board	Board Chat	Email
8/14/11	Dylan Mandoli, Andrew Tom	Presidents Retreat Survey	Email
8/14/11	Stephanie Nguyen	Paradise DCM	Email
8/14/11	Vanessa Duong	Club Spotlight	Email
8/15/11	Camille Goulet	MRP, MRP Video and MD&E Newsletter	Phone Call
8/15/11	Stephanie Nguyen	MRP Requirements	Email
8/15/11	Kristen VanCitters	Final Video script	Email
8/16/11	District MD&E Committee	Assignments for Newsletter Articles	Email
8/17/11	Camille Goulet, Brett Butler and Jonathan Cao Nguyen	Edits on the MRP and MRP FAQ	Email
8/21/11	Brett Butler	MRP	Email
8/22/11	Joyce Hsaio	MRP and MD&E Fall budget	Email
8/22/11	Vicente Krupa	Family Head	Email
8/22/11	Carl Miya	MRP Rough Draft	Email
8/23/11	District MD&E COmmittee	MD&E Updates	Email
8/23/11	Camille Goulet	MRP, MRP Video and MD&E Newsletter	Phone call
8/25/11	District Board	Sweaters	Email
8/26/11	Bruce Hennings	Glow Sticks	Email
8/26/11	Carl Miya	MRP Edits	Email
8/26/11	Stephanie Cal Poly Pomona President	District Mailing List	Email
8/27/11	Shay Luther	Reminder for Newsletter Articles	
8/27/11	Carl Miya	MRP Edits Completed	Email
8/27/11	Jennifer Que – OCC Presidents	List of President Retreat Attendees	Email
8/29/11	Bruce Hennings	Confirmation of Presidents Retreat Payments	Email
8/29/11	Shin Nguyen	MRP Question	Email
8/29/11	Lauren Kim	District MD&E Minutes	Email
8/31/11	Ally Bogan	MRP Requirements	Email
8/31/11	Camille Goulet, Brett Butler and Jonathan Nguyen	MRP rough draft	Email
9/1/11	Carl Miya	MRP Completed	Email
9/2/11	District Committee Meeting	Committee Fun Facts	Email
9/2/11	Carl Miya	More edits on the MRP Excel sheet	Email
9/3/11	District MD&E Committee	Video	Email
9/5/11	Ally Bogan	MRP Questions on requirements and tags	Email
9/11/11	Stefanie Chow	Voucher	Email
9/16/11	Anthony Tran	Ice breaker List	Email
9/19/11	Brett Butler	Update questions	Email



9/21/11	Kristen VanCitters	MD&E Video edits/Completed	Email
9/23/11	Stefanie Chow	President Retreat Voucher	Email
9/23/11	District MD&E Committee	MD&E Newsletter	Email
9/26/11	Brett Butler, Jonathan Nguyen and Camille Goulet	Approval on MRP Video	Email
9/26/11	District MD&E Committee	whenisgood	Email
9/26/11	Xin Wei	MRP on the website	Email
9/26/11	CNH Presidents and MD&E Chairs	MRP Video	Email
9/26/11	Camille Goulet	MRP, MRP Video and MD&E Newsletter	Phone Call
9/27/11	Karen Chen	New members at FTC	Email
9/28/11	Carl Miya	Master Excel Sheets	Email
9/28/11	Junie Vuong	MRP Question	Email
9/29/11	Daniel Slabolepszy	Needs MRP updated	Email
10/2/11	Camille Goulet	MD&E Newsletter	Email
10/3/11	Carl Miya	Updated the Master Excel Sheet	Email
10/3/11	Camille Goulet	MRP, MRP Video and MD&E Newsletter	Phone Call
10/6/11	District MD&E Committee	Updates on the D-MD&E Committee	Email
10/7/11	Virginia Mac	Update on the MD&E Newsletter	Email
10/9/11	Karen Truong	Fun facts about District Board	Email
10/9/11	Felicia Grady	MRP Questions	Email
10/9/11	Erin Szlagowski	Edits on the Master Excel Sheet	Email
10/9/11	Renee Eguia	MRP questions on attendance and formula questions	Email
10/9/11	Brett Butler	Update Questions	Email
10/10/11	Camille Goulet	MRP, MRP Video and MD&E Newsletter	Phone Call
10/12/11	Brett Butler	Email edits	Email
10/14/11	Karen Chen	Question on an MD&E Mixer for FTC	Email
10/16/11	District Board	D-Board Chat	Email
10/16/11	Edward Rivera	Master Excel Sheet	Email
10/17/11	Camille Goulet	MRP, MRP Video and MD&E Newsletter	Phone Call
10/18/11	Junie Vuong	Master Excel Sheet Question	Email



II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Presidents Retreat
2. Member Recognition Program 2011-2012
3. MRP Video
4. MD&E Newsletter
5. MRP Excel Log/ Master excel sheet

b. Top 5 Plans

1. MRP Updates
2. Phone Call Updates to Presidents
3. MRP TinyChat
4. DCON Project Revamped
5. District MD&E Committee – MRP Representatives

III. Resources Needed

1. Printer
2. New Member Certificate Paper
3. New Member Pins
4. Glow Sticks
5. Paper

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

– After Presidents Retreat was a success I focused on educating those clubs that needed the extra help by putting out a newsletter. The 2011-2012 MRP also came out with updated requirements that will only further the success of Circle-Kers helping those in need. The District MD&E Committee and I are currently working on phone calls that will allow us to keep in contact with the Presidents we will answer any questions they might have.

V. Announcements

Please advertise the MRP, MRP Video and the MD&E Newsletter to your clubs and clubs in your division. Thank You.



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Publications Chair Board Report
Respectfully Submitted by **Virginia Mac**

I. Your activities since last Board Meeting

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
08/5-7/11	President's Retreat	0	40
08/11/11	Early Literacy Program	2	9
08/24/11	Early Literacy Program	2	0
09/04/11	Disney Half-Marathon	7	0
09/11/11	Pacific Coast Triathlon	10	0
09/26/11	UCSD General Body Meeting	0	6
09/27/11	UCI General Meeting	0	2
10/02/11	UCI Board Meeting	0	2
10/04/11	UCI General Meeting	0	2
10/06/11	Early Literacy Program/Think Together	2	0
10/11/11	UCI General Meeting	0	0

Total Service Hours since Last Board Meeting: 23

Total Service Hours since April 1, 2011: 32

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
08/31/11	Priscilla Thai	CKI N/S feedback	Email
08/31/11	Triana Crighton	DSSS graphic design	Email
08/02/11	Ally Bogan	Sunburst DSSS article	Email
08/08/11	Stefanie Chow	Sunburst DSSS article	Email
08/14/11	Jackelyn Rivera	MD&E newsletter	Email
08/24/11	Xin Wei	PR Committee	Email
08/29/11	Brett Butler	Update questions	Email
09/06/11	Xin Wei	Sunburst	Email
09/11/11	Shera Kwak	Sunburst	Email



09/14/11	Peter Yu	Sunburst	Phone
09/21/11	Xin Wei	Sunburst contest	Email
09/24/11	Shera Kwak	Sunburst Articles	Email
09/25/11	Karen Chen	FTC Article	Email
09/25/11	Stefanie Chow	CKI N/S Article	Email
09/28/11	Ally Bogan	DSI Article	Email
10/1/11	Shera Kwak	Sunburst Articles	Email
10/09/11	Brett Butler	Update questions	Email

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. One successful newsletter
2. Submission to scavenger hunt
3. Photo submissions
4.
5.

b. Top 5 Plans

1. Finish 2 nd Sunburst before end of October
2. MBMML
3. 3rd newsletter out in November
4.
5.

III. Resources Needed

1. Articles from secretaries sent to googlegroups
2. Photo submissions
3. Article submissions
4.
5.

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

<ul style="list-style-type: none"> - One Sunburst bimonthly - Maintain MBMML
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V. Announcements



- Sunburst Scavenger Hunt: New way to promote readership of the Sunburst. Spread the word! Clues will be linked on the website using Google Docs. Winner will have a spread in the newsletter. One win per school, but still eligible for “most wins per school” if consistently submitting winning answers.
- “Best in CNH” (?): Photo submissions of “What photo do you think best represents CNH?” Online voting. Every winning photo will be the cover photo on Sunburst.
- Photos and information from District Board. Will send out email with questions about interesting facts.



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

District Service Chair Board Report
Respectfully Submitted by **Ally Bogan**

- I. **Your activities since last Board Meeting**
 a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/21/11	District service committee meeting		1.5
07/24/11	Magic Kingdom DCM		1
07/24/11	District Convention committee meeting		.5
07/26/11	Fullerton Kiwanis meeting		1.5
7/28/11	District service committee meeting		1.5
8/4/11	District service committee meeting		1.5
8/5-8/7	Presidents Retreat		35
8/7/11	La Habra Corn Festival	1	
8/11/11	District service committee meeting		2
8/12/11	Brea Fest	1	
8/13/11	OC Food Bank	1.5	
8/18-8/20	District Summer Service Social	12.5	33
8/21/11	Paradise DCM		1
8/25/11	District service committee meeting		1.5
9/1/11	CSUF general meeting		1.5
9/1/11	District service committee meeting		1
9/4/11	Disneyland half marathon	8.5	
9/4/11	Magic Kingdom DCM		1
9/7/11	District service committee meeting		1
9/8/11	CSUF general meeting		1.5
9/14/11	District service committee meeting		1
9/15/11	CSUF general meeting		1.5
9/17/11	District Board Chat		3
9/22/11	CSUF general meeting		1.5
9/24/11	OCC AYSO pancake breakfast	5.5	
9/26/11	UCSD general meeting		1
9/27/11	UCI general meeting		1.5
9/27/11	District service committee meeting		1.5



9/29/11	CSUF general meeting		1.5
10/4/11	UCI general meeting		1
10/4/11	District service committee meeting		1
10/6/11	CSUF general meeting		1.5
10/8/11	Crazy Kompetition for Infants North		8
10/8/11	Golden Gate DCM		.5

Total Service Hours since Last Board Meeting: 30

Total Service Hours since April 1, 2011: 49.5

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/18/11	District Board	Hosting workshops at DSSS	email
07/20/11	Camille Goulet	Question about writing donation letters	email
07/24/11	Natalie Platon	Questions about programs and hosting a workshop at DSSS	email
07/25/11	Camille Goulet	Weekly call	phone
07/26/11	District Board	Bi monthly service spotlight organization	Google document
07/27/11	Jamie Tran	Answered question about recording committee meetings	Email
07/27/11	Camille Goulet, Brett Butler	Housing questions for DSSS	Email
07/27/11	Cynthia Uba	Programs for DSSS	Email
07/27/11	Bruce Hennings	Housing and registration issues for DSSS	Email
08/1/11	William Doung	Answered question about DSSS late registration	Email
8/1/11	District board	New service spotlight organization	Email
8/1/11	Camille Goulet	Weekly call	phone
8/2/11	Stefanie chow	Traveling to presidents retreat	Email
8/4/11	Kevin Goble	Registration for DSSS	Email
8/8/11	Tiffany Estevez	Checking up on committee member	Email
8/8/11	Camille Goulet	Weekly call	phone
8/9/11	Camille Goulet	Rooms for DSSS	Email
8/9/11	Leonne Chung, Doug Tu	DSSS workshop host materials	Email
8/9/11	Jackelyn Rivera, Stephanie Rivera, Priscilla Thai	DSSS registration money	Email
8/9/11	Ruben Ruiz, Diana Tran	DSSS welcome video	Email
8/10/11	Ryan Pham	DSSS dance workshop host	Email
8/10/11	Virginia Mac	DSSS description	email
8/10/11	David Rozul	DSSS housing and paradise	Email



		DCM	
8/10/11	Stefanie Chow	DF workshop	Email
8/10/11	Stephanie Rivera	Key to College	Email
8/11/11	Camille Goulet	DSSS moving park locations	Email
8/11/11	Ariana Spero	Editing DSSS programs	Email
8/11/11	Stephanie Rivera, Camille Goulet	DSSS networking with Kiwanis forms	Email
8/11/11	Bruce Hennings	DSSS details and programs	Email
8/11/11	Leonne Chung, Doug Tu	DSSS workshop issues and details	Email
8/13/11	Danny Ha, Bock Szymkowicz	DSSS workshop host materials	Email
8/14/11	District Board	Materials for social at DSSS	Email
8/15/11	Bill from The Works, Ariana Spero	Food fundraiser flyer	Email
8/15/11	Camille Goulet	Weekly call	phone
8/23/11	Ariana Spero, Stefanie Chow	Food fundraiser pictures	Email
8/24/11	XIn Wie, Brett Butler	Service spotlight information and links	Email
8/25/11	District Board	Responded about Dboard jackets	Email
8/29/11	CNH Service leaders	service update	Google group
8/29/11	Camille Goulet	Weekly call	phone
9/2/11	District Service Committee	Availability for weekly meetings	Email
9/5/11	Chris Tung, Jamie Tran	Revision to DSI resources	Email
9/6/11	Camille Goulet	Weekly call	phone
9/8/11	Karen Chen	FTC service project room	Email
9/8/11	Natalie Platon	Feedback from last year's FTC service project	Email
9/11/11	Brett Butler, Camille Goulet	DLSSP chair application	Email
9/14/11	District Service committee	Social planning	Email
9/18/11	Ruben Ruiz	Answered DSI and service partner question	Email
9/18/11	Brett Butler	Sent board update questions	Email
9/19/11	Jonathan Cao Nguyen	Discussion of possible proposal and operating procedures	Email
9/20/11	Brett Butler	DLSSP chair appointment	Email
9/20/11	Stefanie Chow	Receiving money from DSSS fundraiser	Email
9/20/11	Camille Goulet	Weekly call	phone
9/21/11	Leonne Chung	Talked about DLSSP north chair position	Phone
9/21/11	Lester Villaspir	DLSSP south chair	Email
9/21/11	Doug Tu	Rejection for DLSSP south	Email



		appointment	
9/21/11	Kenneth Lee, Karen Chen, Bock Szymkowicz	FTC workshop host application	Email
9/22/11	Julie Nguyen	Checking up and assisting her with VPS duties	Email
9/25/11	Brett Butler, Xin Wei	Service resources	Email
9/26/11	District Board	Service spotlight organization	Google document
9/27/11	Camille Goulet	Weekly call	phone
9/27/11	District service committee	Meeting cancelled, homework assignment	Email
10/1/11	Xin Wei	Committee meeting minutes on website	Email
10/2/11	District Board	Spotlight organization for November and December	Email
10/3/11	CNH service leaders	Service updates	Google group
10/3/11	Jonathan Cao Nguyen	Discuss DSI proposal	tinychat
10/4/11	Camille Goulet	Weekly call	phone
10/6/11	Brett Butler	Response to board update questions	Email
10/7/11	Leonne Chung	DLSSP North proposal	Email
10/8/11	Karen Truong	Bio info and picture	Email
10/9/11	Bock Szymkowicz, Karen Checn, Kenneth Lee	Workshop description	Email
10/10/11	District service committee	Meeting cancelled, feedback on spotlight articles and DSI projects	Email
10/10/11	Lester Villaspir	DLSSP north proposal	email
10/11/11	Camille Goulet	Weekly call	phone
10/12/11	District service committee	Committee t-shirts	Email
10/12/11	Camille Goulet	Questions about DLSSP funding options	Email
10/13/11	Natalie Platon	Feedback from last year's funding for DLSSP	phone

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. planned and executed DSSS
2. put together new resources on DSI and service in general for the district website
3. have been updating CNH service leaders more frequently and gaining feedback from them
4. appointed DLSSP chairs and started planning for DLSSP with my chairs
5. Have been pushing the education and participation of the DSI and promoting the DSI at presidents retreat, DSSS, and utilizing committee members to spread awareness as well at club meetings and DCMs.
6. Created the first Bi monthly service spotlight organization



b. Top 5 Plans

1. work with DLSSP chairs to plan successful DLSSP north and south
2. Work more to promote the new Service Spotlight page on the district website
3. Get in touch with the service leaders, one on one basis and see how they are doing now that they are halfway through their terms
4. Create a successful service project at FTC
5. Promote and assist clubs that aspire to do more volunteer work with the DSI

III. Resources Needed

1. support and availability to answer questions from District board and predecessor
2. Feedback on my goals and how effective my plans are

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

Increase participation and productivity at DLSSP

In order to reach this goal I will promote DLSSP farther in advance and utilize my committee to talk to the club in their respective divisions. I will also help the chair of the events with providing important information and set up carpool systems if needed to get more members to the event on time. Creating a more effective registration process will help keep things organized as well. I will also make sure that communication with the organization or coordinator is flawless and that every member will have an important task so that all results will be impactful.

Involve more members at district wide service projects include FTC, DCON, DSSS and DLSSP.

To reach this goal I will make sure that all club's are aware and knowledgeable about all service projects that will be happening in advance and ask them to promote this information to their members.

Over see the success of the District Summer Service Social

To reach this goal I will stay organized and make sure that all activities are appropriate and productive for all members in attendance.

-I thought it was very successful!

Create and promote the new District Service Initiative effectively.

I will make sure that when creating proposals for the DSI that I choose an initiative that will reach out to all members and represent a great cause so that Circle K is proud to be affiliated with it. In the past since the new DSI is choose in July it has been hard to get club's informed and help them utilize and create events around the initiative, this year I want to change that and make sure resources are available to help club's achieve this. I will make a



manual on the DSI but also on how to plan a project with the DSI in mind. I will check up on the progress of club's who have shown interest in doing so and help support them in any way I can. I will also utilized my committee to education their divisions about the DSI.

-I love the DSI this year and I have been promoting the DSI to the presidents and service leaders. My committee members have been spread awareness at club meetings and DCMs as well.

Increase awareness about the available service recourses on the district website as well as update and create new resources for all of CNH to utilize.

One new manual I want to include is about having effect carpool systems in place in order to get more members to service projects. I will utilize my committee to inform their respective divisions about the resources available on the district website. I will also make sure that all club service leaders know about it and can use the resources to improve their own performance.

-The new resources are now available and I informed the service leader and presidents and have been utilizing my committee to spread awareness about these resources as well.

Stay more connected and accessible to club service leaders through emails or other forms of contact and to attend their service events.

I will create a Google group for all club service leaders and keep in contact with them consistently. I will ask for their feedback and check up on how they are doing. I want to be there for them more and let them know that they are not alone. I will also support them by attending some of their events or projects.

-I have created the Google group and I have more consistent contact with the service leaders now.

Create more opportunities for clubs to volunteer as a district.

I want to create a long term service project that the club's can participate in at home but still be working as a district towards one goal. I realize that traveling to large events can be a hassle but I still want the club's to feel connected to the district through service, so I will try to set up and provide access to materials to make and donate items to a certain cause. I will update all clubs on our progress throughout the year. I will be figuring out details with my committee and we will implement it together.

- My committee and I are brainstorming more ideas other than just DSI ideas.

V. Announcements

I can't wait for FTC to officially be here!!



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Technology Chair Board Report
Respectfully Submitted by **Xin Wei**

I. Your activities since last Board Meeting

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/31/11	Metro DCM and Social		8
07/05/11	CNH Circle K President's Retreat		36
07/06/11	UCLA CKI Movie Social		3
08/01/11	UCLA CKI Hide and Seek in Ikea		4
08/25/11	UCLA CKI Summer GM		2
08/28/11	Metro DCM		2
09/18/11	UCLA CKI Bruin Bash		5
09/19/11	UCLA CKI Enormous Activities Fair	2	
09/21/11	UCLA CKI Back to School Shopping		2
09/24/11	UCLA CKI @ LA Fair		8
09/29/11	UCLA CKI GM		2
09/30/11	UCLA CKI Sunset Rec Picnic		3
10/07/11	UCLA CKI Beach Bonfire		4
10/08/11	UCLA CKI Sweets in the City		7

Total Service Hours since Last Board Meeting: 2

Total Service Hours since April 1, 2011: 18

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/23/11	Ally Bogan	DSSS Programs Question	Email
07/23/11	Virginia Mac	CKI South Evaluation Sheet	Email
08/01/11	Ally Bogan	Service Spotlight	Email
08/12/11	Gary Deng	DCON A/V Questions	Email
08/12/11	Karen Chen	FTC Event Info	Email



08/14/11	Virginia Mac	Sunburst Photo Contest	Email
08/14/11	Kay Kim	FTC Program	Email
08/14/11	Gary Deng, Karen Chen, Chu Shao	DCON and FTC A/V Stuff	Email
08/14/11	Virginia Mac	Sunburst Issue	Email
08/16/11	Stephanie Rivera	KFRF/Summer Manual	Email
08/17/11	Virginia Mac	Google Calendar Question	Email
08/22/11	District Board	Website Release	Email
08/22/11	Stefanie Chow	Fundraising Meters & Paypal Questions	Email
08/22/11	Ruben Ruiz	Website Corrections	Email
08/24/11	Virginia Mac	PR Committee Stuff	Email
08/25/11	Stefanie Chow	DFIs Manual	Email
08/25/11	Karen Chen	FTC Forms	Email
08/28/11	Ally Bogan	Service Spotlight	Email
08/29/11	Karen Chen	FTC Skits Manual	Email
09/01/11	Brett Butler	Running for Office Questions	Email
09/02/11	Jackelyn Rivera	MRP Stuff	Email
09/02/11	Stephanie Rivera	Kiwanis Family Report Form	Email
09/02/11	Triana Nguyen	Website Graphics	Email
09/06/11	Virginia Mac	Best in CNH	Email
09/06/11	Chu Shao	FTC Questions	Email
09/07/11	Athena Zeng	Masquerade Ball Promotion	Email
09/11/11	Camille Goulet	DBoard FAQs	Email
09/11/11	Brett Butler	International Committees	Email
09/12/11	Karen Chen	FTC Workshop Info	Email
09/12/11	Nhan Nguyen	Website Questions	Email
09/13/11	Don Hull	Website Support Questions	Email
09/14/11	Karen Chen	FTC Info Session Powerpoint	Email
09/17/11	Stefanie Chow	CKI North and South Events Info	Email
09/21/11	Virginia Mac	Sunburst Scavenger Hunt	Email
09/29/11	Stefanie Chow	CKI Playbook	Email
10/02/11	Brett Butler	Masquerade Ball Promotion	Email
10/02/11	Jackelyn Rivera	MRP ExcelSheet	Email
10/02/11	Ally Bogan	Service Resources	Email
10/02/11	Stefanie Chow	Treasurer Website Files and CKI Training Video	Email
10/06/11	Stefanie Chow	CKI Promotional Video	Email
10/09/11	Chu Shao	FTC Questions	Email
10/09/11	Stefanie Chow	DFIs Update	Email
10/16/11	Kay Kim	Divisional Logos for FTC	Email

II. Work Progress (Achievements & Plans)

a. Total Achievements



1. Released the 2011-2012 website
2. Getting in contact, asking questions/advice with my advisor
3. New graphics and features (social share, etc) for website
4. Created a mobile-view version for the website
5. Laid down website plans/architecture

b. Top 5 Plans

1. Coding and Designing new layout/template for website
2. Creating new features, integrating district goals into the website, creating content
3. Continue working with Public Relations Committee, assign tasks and assignments
4. Collect information needed for the website from clubs, committees, divisions, board members, etc.
5. Service Spotlight, and DFIs Integration with Website

III. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

<ul style="list-style-type: none"> - Create a clean yet unique and interactive layout for the website over the summer that not only appeals to new visitors, but also attract current members. I'll be revamping the website over the summer, creating new layout, implementing new features, and re-structuring the way how navigation works (right now it's so hard to navigate through the website, you have to click through 4 different pages to like get to DFIs/DSIs). - Implement new ideas and features for the website, such as facebook connect, mobile version of the website to be viewed on mobile devices, and etc (brainstorm more!) - Utilize the full potential of the website, including adding features such as facebook integration, like having Facebook like buttons and sharing articles/events, usually that's a fast way to get information across. Create a mobile version of the website, so when you view it on your mobile phone or iphone, it'll have a simpler version, sunblogs. - Somehow include recognition (top service hours, top fundraiser hours) to appeal and attract members to visit. - Work with district board to implement various ideas like paypal donations if that's possible with Stefanie, having DFI/DSI information, status updates through Stefanie and Ally, having promotional videos for MRP or other service events, and etc. <p>Progress</p> <ul style="list-style-type: none"> - Released the 2011-2012 website with new features such as social share (google like button, facebook comments, etc)... to be continued

IV. Announcements



CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Capital Lieutenant Governor Board Report
Respectfully Submitted by Erin Szlagowski

- I. **Your activities since last Board Meeting**
 a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/18/11	Comfort quilt making	2.5	0
07/23/11	Susanville Corndog Stand	8	0
07/25/11	Reno E-board meeting	0	1
07/26/11	Mid-summer Circle Meeting	0	1
07/31/11	Key Club Car Wash	0	1
07/31/11	Shakespeare Festival	8	0
08/03/11	Downtown Reno Kiwanis Meeting	0	1
08/05/11	Presidents Retreat	0	24
08/09/11	Safe Embrace Storage Cleaning	2.5	0
08/11/11	Reno E-board meeting	0	2
08/13/11	Capital DCM	0	8
08/16/11	American River Social	0	5
08/18/11	St. Vincents Food Pantry	2	0
08/22/11	Comfort Quilts Delivery to Childrens Miracle Network	1	0
08/26/11	UNR Board Retreat	0	20
08/31/11	Reno General Meeting	0	1
09/01/11	Sac State General Meeting	0	3
09/04/11	Disneyland Half Marathon	18	0
09/10/11	Capi-Gate Weekend	5	8
09/12/11	UOPs General Meeting	0	3.5
09/13/11	Berkeley's General Meeting	0	4
09/14/11	UC Davis Board Meeting	0	1.5
09/16/11	Rainbow City Restoration	2.5	0
09/19/11	UC Davis Board Retreat	0	8
09/20/11	Plating for Freshman Orientation	3.5	0
09/25/11	Diabetes Walk and DCM	7	3
09/25/11	UC Davis Meeting Prep	0	4.5
09/29/11	Davis Kiwanis Installation	0	3



10/01/11	Mini-golfing social	0	3
10/03/11	Davis Board Meeting	0	1.5
10/07/11	Key to College Prep	2.5	0
10/08/11	CKI North	0	7
10/08/11	Bay Street Social with Capital schools	0	5

Total Service Hours since Last Board Meeting: 62.5

Total Service Hours since April 1, 2011: 94.5

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/19/11	Andrew Tom	D-board Meeting	E-mail
07/19/11	Jan Jeager	Circle K at Modesto Junior College	E-mail
07/20/11	Ally Bogan	Workshop hosts	E-mail
07/22/11	Stefanie Chow	Capital MRF	E-mail
07/22/11	Alex Kieu	CERFs	E-mail
07/23/11	Capital Committee	Fundraisers	E-mail
07/23/11	Kevin Arthur	Hotel for DSSS	E-mail
07/25/11	Kaci Hartwick	Paying for DSSS	E-mail
07/26/11	Capital	District Updates	E-mail
07/26/11	Brendan Chan, Kevin Arthur	DSSS registration	E-mail
07/26/11	Ally Bogan	DSSS registration	E-mail
07/26/11	Kaci Hartwick	DSSS registration	In Person
07/28/11	Jackelyn Rivera	PCM agenda	E-mail
07/29/11	Jan Jeager	Possible New Club at MJC	E-mail
08/01/11	Alex Kieu	Coding for the MRF	E-mail
08/03/11	Kaci, Fiona	Driving to Presidents Retreat	E-mail
08/03/11	Capital SVPs	Club updates	E-mail
08/04/11	Kevin Gordy	Ride to Presidents Retreat	E-mail
08/04/11	Vicky Luey	Andrew being gone	E-mail
08/05/11	Andy Ngo	MRF	E-mail
08/07/11	Kristen, Ally	DSSS registration/hotel	Phone
08/09/11	Anna, Kevin, Brendan, Bock, Andrew, Garrett, Cynthia, Christine, Kristen	DSSS rides	E-mail



08/09/11	Fiona	Attending DSSS	Phone
08/09/11	Capital Presidents	MRP representative	E-mail
08/09/11	Capital	DCM Reminder	E-mail
08/10/11	Garrett Coyne	Club Visit	E-mail
08/11/11	Debra Cheung	Davis Website	E-mail
08/11/11	Vinh Ton	Capital DCM	E-mail
08/11/11	Anna	Committee representation	E-mail
08/12/11	Diana Tran	Divisional interclub	E-mail
08/12/11	Alex Kieu	Counting Presidents Retreat	E-mail/Phone
08/12/11	Brett Butler	DCM agenda and minutes	E-mail
08/12/11	Capital	What to bring to the DCM	E-mail
08/15/11	David Rozul	DSSS Workshop	E-mail
08/16/11	Flora Gonzalez	Ideas for Capital	E-mail
08/16/11	Anna, Kevin, Brendan, Bock, Andrew, Garrett, Cynthia, Christine, Kristen	Final Carpools for DSSS	E-mail
08/16/11	Rachel Davis	DCM minutes	E-mail
08/18/11	Andrew Tom, Lily Shen	Joining Circle K at UC Davis	E-mail
08/18/11	Capital	DCM Minutes	E-mail
08/20/11	Diana Tran	Capi-Gate Weekend	E-mail
08/22/11	Brett Butler	Update questions/ sweaters	E-mail
08/22/11	Christine Bonuel	Reno Newsletter Article	E-mail
08/23/11	Stefanie Chow	Capital MRF	E-mail
08/23/11	Tom Leahy	Kiwanis Divisions in Capital	E-mail
08/24/11	Xin Wei	CNH website	E-mail
08/24/11	Capital Committee	T-shirts and bandanas	E-mail
08/24/11	Diana Tran	ERF for Capi-Gate Weekend	E-mail
08/29/11	Capital	Capi-Gate Weekend	E-mail
08/31/11	Diana Tran	DCM at the Zoo	E-mail
09/05/11	Kaci Hartwick	Second Gen	E-mail
09/06/11	Capital Presidents	RSVPing for Capi-Gate Weekend	E-mail
09/06/11	Capital Treasurers	Club updates	E-mail
09/06/11	Stefanie Chow	Voucher address	E-mail
09/06/11	Capital Committee	Reminder to vote	E-mail
09/07/11	Kaci Hartwick	MD&E position	Phone
09/08/11	Jon West	Quitting	Phone
09/12/11	Capital Committee	Second round of voting	E-mail



09/12/11	Alex, Andy	Counting me on the MRF	E-mail
09/14/11	Capital Presidents	DCM update	E-mail
09/15/11	Kenneth Lee	Presidents emails	E-mail
09/15/11	Kaci Hartwick	Club problems	Phone
09/15/11	Stefanie Chow	Schools attending CKI South	E-mail
09/16/11	Andrew Tom	Attending CKI South	E-mail
09/16/11	Brett, Stefanie	Advertising for CKI North	E-mail
09/17/11	Andrew Tom	Article for the newsletter	E-mail
09/18/11	Brett Butler	Update questions	E-mail
09/18/11	Brett Butler	D-board jackets	E-mail
09/19/11	Stefanie Chow	Capital MRF	E-mail
09/20/11	Alex Kieu	DCM agenda	E-mail
09/20/11	Alex Kieu	Moving the October DCM	E-mail
09/21/11	Capital	September DCM	E-mail
09/21/11	Capital Presidents	Capital Service Day	Phone
09/21/11	Emily Wood	People attending Capital Service Day	E-mail
09/22/11	Capital Committee	T-shirt and bandana choices	E-mail
09/22/11	Veronica Stroud	Circle K at Folsom Lake College	E-mail
09/22/11	Tom, Joanne	Folsom Lake College	E-mail
09/22/11	Kaci, Nam	DCM location	E-mail/Phone
09/23/11	Veronica Stroud	Circle K advisors	E-mail
09/24/11	Veronica Stroud	Circle K charter form	Phone
09/25/11	Joanne	Meeting up	E-mail
09/26/11	Camille	Folsom Lake College	E-mail
09/26/11	Rachel, Kaci	November DCM	E-mail
09/26/11	Capital	September DCM minutes	E-mail
09/26/11	Tommy Ngo	CKI FYI bio	E-mail
09/27/11	Joanne	Davis Kiwanis Installation	E-mail
09/27/11	Kenneth Lee	Judging for CKI	E-mail
09/28/11	Alex Kieu	T-shirt orders	E-mail
09/29/11	Alex Kieu	CERFs	E-mail
09/29/11	Alex Kieu	Kiwanis at FTC/ DCM ideas	Phone
09/29/11	Veronica Stroud	Kiwanis advisors duties	E-mail
09/29/11	Capital Committee	Ideas for DCM timeslot	E-mail
09/29/11	Sopheia Meas	Faculty advisor	E-mail



10/04/11	Andy Ngo	MRF reminder	E-mail
10/04/11	Fiona	CKI North Rides	Phone
10/05/11	Jackelyn Rivera	MRP problems	E-mail
10/06/11	Veronica Stroud	Charter form	E-mail
10/06/11	Jackelyn Rivera	Changes to MRP	E-mail
10/06/11	Brett Butler	Update Questions	E-mail
10/06/11	Camille	Enrollment verification	E-mail
10/06/11	Elise Rice	MRF question	E-mail
10/06/11	Andy Ngo	Things missing on the MRF	E-mail
10/06/11	Kevin Arthur	Response to MRF	E-mail
10/07/11	Garrett Coyne, Andrew Tom	Capital Spirit Packs	In Person
10/07/11	Fiona	CKI North Rides	Phone
10/08/11	Fiona, Kevin	Board Issues	In person

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Figured out a Capital T-shirt design.
2. Got spirit items picked out for the year.
3. Worked with Folsom Lake College to get a Circle K started.
4. Visited all schools in the division.
5. Made new Capital cheers.

b. Top 5 Plans

1. Get Folsom Lake College chartered.
2. Get Modesto Junior College chartered.
3. Make videos of Capital cheers and add them to the Facebook group.
4. Visit Sierra and TMCC again.
5. Plan a winter Capital Presidents Retreat.

III. Resources Needed

1.

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

- *Set a schedule of DCMs early.* I have given the clubs at least a months notice to when the DCM will be. The November DCM date is set for the 19th and will be attached to UNRs new member installation.



- *Consistent contact with club Presidents.* I have called each of the Presidents at least once a month so far. I have also been emailing out updates every week. This month I have been contacting the Treasurers for different points of view on their clubs.
- *Create a Capital Division newsletter.* The first newsletter has been published. This newsletter contained articles for the clubs most successful service projects of the year and new E-board bios. The next newsletter will come out before the November DCM.
- *Establish a Divisional spirit committee.* Right now we have someone from each school on the committee. Since the last board meeting we have decided on a T-shirt design and bandana design. We have also come up with some new cheers and fundraising ideas for the coming months.
- *Unite the clubs with a pen-pal system.* I have worked with the Capital E-boards to establish interclubbing buddies. Each month the clubs are assigned another club to set up an interclub with. So far this has been hit or miss. Some months the clubs do really well with setting up interclubs and others not so much. This month I have been sending out reminders and asking for updates on what they are doing.

V. Announcements



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Central Coast Lieutenant Governor Board Report
Respectfully Submitted by **Sarah Oda**

- I. **Your activities since last Board Meeting**
a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/09/11	Alpha Resource BBQ	4	
07/09/11	Boys and Girls Club Roller Boogie Fundraiser	4	
07/13/11	Zodo's Bowling Social		2.5
07/24/11	Central Coast DCM		1
08/5-7/11	President's Retreat		35
08/10/11	Zodo's Bowling with SB Kiwanis		1
08/27/11	Santa Barbara Triathlon	4.5	
09/04/11	Disneyland Half Marathon	11.5	
09/16/11	Central Coast DCM/Social		18
09/17/11	Helmet Fitting at Cottage Hospital Children's Festival	3	
09/17/11	Kiwanis Lieutenant Governor Installment		4
09/20-29/11	Tabling for UC Santa Barbara		8
09/26/11	Ice Cream Social		2
09/27/11	Scavenger Hunt		2
09/28/11	UCSB General Meeting		1
10/01/11	BBQ Social		4
10/01/11	Soccer Game		3
10/05/11	UCSB General Meeting		1
10/05/11	Zodo's Bowling Social		3
10/08/11	Crazy Kompetition for Infants North	8	
10/12/11	UCSB General Meeting		1
10/15/11	Crazy Kompetition for Infants South	10	
10/19/11	UCSB General Meeting		1

Total Service Hours since Last Board Meeting: 45

Total Service Hours since April 1, 2011: 89.5



b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/05/11	Central Coast Presidents	July DCM	Email
07/12/11	Stephanie Rivera (K-Fam Chair)	President's Retreat workshop	Email
07/21/11	Central Coast Presidents	July DCM	Email
07/24/11	Central Coast Presidents	July DCM minutes	Email
08/05/11	Stephanie Rivera (K-Fam Chair)	President's Retreat workshop	Email
08/12/11	Central Coast Presidents	August DCM	Email
08/15/11	Central Coast Presidents	August DCM minutes	email
08/28/11	Central Coast Presidents	August PCM	email
08/28/11	Brett Butler (governor)	Divisional T-Shirt	Email
08/30/11	Patrick Ballecer (adviser)	Central Coast	phone
09/05/11	Joe Johnson (CSU Bakersfield advisor)	CSU Bakersfield	Phone
09/09/11	Joe Johnson (CSU Bakersfield advisor)	CSU Bakersfield	Email
09/11/11	Karen Chen (FTC Chair)	FTC	email
09/14/11	Patrick Ballecer (adviser)	Central Coast	Email
09/14/11	Beatrice (CSU Bakersfield)	Circle K Int'l	phone
09/25/11	Central Coast Presidents	September DCM	Email
10/02/11	Danny Leung (UCSB president)	Updates	Phone
10/02/11	Kevin Gordy (Fresno president)	Updates	Phone
10/06/11	Danny Leung (UCSB president)	FTC	Phone
10/06/11	Kevin Young-Lai (UCSB treasurer)	Budget	Person
10/11/11	Tim Yao (UCSB VP of Service)	ERF	Email
10/12/11	Diana Tran (Golden Gate LtG)	Interdivisional Event	Email
10/18/11	Central Coast Presidents	Reminder of important dates	Email

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Held a successful DCM and divisional social event in Fresno
2. Central Coast T-shirts
3. Each club had a very successful "beginning-of-the-year" recruitment
4. All clubs attended Crazy Competition for Infants!
5. All clubs are attending Fall Training Conference!

b. Top 5 Plans

1. October DCM at Six Flags
2. Interdivisional service event with Golden Gate
3. Retreat for prospective Circle K International leaders
4. Look into Central Coast's in-active clubs, and see what can be done to re-charter them.
5. Look for prospective Central Coast lieutenant governors in the Central Coast

III. Resources Needed



IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

- **Divisional Bond/Relationship** – During the past few months I held a successful DCM and social at Fresno State. We discussed our clubs, updated about future events, played pool at Fresno State’s bowling alley, and had fun! This event was yet another opportunity to strengthen and develop the Central Coast divisional bond/relationship. Furthermore, the October DCM will be held at Six Flags. We will have our DCM in the morning, practice cheers in the parking lot, and then head into the park for a day of fun and bonding! I hope these two events will help unite the Central Coast in preparation for Fall Training Conference.
- **Divisional Events/Interclub** – UCSB went to Fresno in September for a DCM and social. They spent the day getting to know each other better and playing friendly games of pool against each other. Moreover, the clubs went to Six Flags in October for a day of fun! Not only did they get to hangout, they got to scream and laugh together.
- **Consistent Communication** – I have been in consistent communication with the clubs. They are back in school and working hard to make their clubs stronger. Through email and phone calls, I have been in contact with the presidents of each club every week since the last board meeting.
- **Growth** – Fresno State has already more than doubled their membership from last year. UC Santa Barbara is also anticipating over 50 members by the end of the year!
- **Membership Development and Education** – During our DCMs, I pose different questions for everyone present to respond to. These questions range from “what is your favorite service project” to “what is your favorite/best strategy to recruit new members”. I hope that these questions will spark inspiration for the officers and/or members to implement into his or her club.

V. Announcements



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Desert Oasis Board Report
Respectfully Submitted by **Crista Cabahug**

- I. **Your activities since last Board Meeting**
 a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
6/30/11	Kiwanis Luncheon		2
7/7/11	Kiwanis Luncheon		1
7/7/11	Highlander Orientation Session		2
7/12	Highlander Orientation Session		1
7/12	SOAR		3
7/14	SOAR		3
7/28	Highlander Orientation Session		3.5
7/21	SOAR		3
7/19	SOAR		3
7/23	D37 Key Club OTC		6
7/24	Goodwins	5.5	
7/29	Soup Kitchen	2	
7/30	WAW mustard plant clean up	5	
8/2	Highlander Orientation Session		3.5
8/4	Soup Kitchen	2	
8/14	WAW: Workshop & DCM		3
8/18	DSSS: Service Hours	9	
8/18	DSSS: Admin Hours		35
8/29-9/3	MDA Camp	132	
9/2	Kiwanis Club Installation		1.5
9/9	WAW: Vegas StrEATS Social		5
9/10	WAW: Arts-Crafts Service Project	5	
9/10	WAW: Leadership Workshop		5
9/10	WAW: King Put Mini Golf Social		5
9/11	September DCM		5
9/16-17	Board Retreat		10
9/26-30	Week Zero Tabling		2



Total Service Hours since Last Board Meeting: 160.5

Total Service Hours since April 1, 2011: 203

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
6/20	Martha	One on one	In person
7/1	DO, Linda Marx	Contact info	email
	Joyce Hsaio	Big Application	email
	DO	One on one meetings	email
	DOEA's	Divisional meeting	Email
	Linda Marx	Jen Miller workshop	Email
	CSN Secretary	One on one	Email
7/4	Ryan Lara	One on one	Email
7/5	Linda Marx	Kiwanis contact info	Email
	Linda Marx	House keeping items	Email
7/6	UCR CKI board	Bear facts tabling	Email
7/7	Amanda Paio	Sept WAW	Email
	Brett and J-cao	July Dboard meeting	email
7/8	CSUSB Treasurer	One on one	Email
	Linda Marx	WAW itinerary/ ERF	Email
7/9	Jackelyn Rivera	Presidents retreat workshop	Email
7/10	Ryan Lara	July WAW	Email
	Vicky	CKI 101	Email
7/13	Linda Marx	Update	Email
7/14	Christian Tolosa	Burnout workshop	Email
7/15	Virginia Mac	DCM dates	Email
7/19	DO`	DFI, DSI, FTC, DCON	Email
	Priscilla Thai	Tabling	Email
	Ryan Lara	DSSS	Email
	Jackelyn Rivera	Pres retreat	Email
	JonJon Junpradub/Christian Tolosa	WAW	Email
7/25	UNLV, UCR	WAW attendance	email
	Edward Rivera	Service hours	Email
7/26	Ally Bogan	DSSS workshop	Email
	Camille Goulet	DSSS housing	Email
	Darren Kwee	Key Club DCM	Email
7/27	UCR CKI board	Soup kitchen	email
	Jackelyn Rivera	PCM	Email
7/28	DO	Service project info	Email
	Shawn Holloway	DCM agenda	Email
	Shay Luther	ERF	Email
7/30	DO	WAW	Email
8/2	DO	Rate my WAW survey, WAW itinerary	Email



8/4	DO	MRF	Email
8/9	NSC president	Tabling	Email
	Shaun Pinlac	DCM	Email
	Brett Butler	Advice	Email
8/12	Jenn Miller	Reference	Email
	DSSS workshop chairs	Workshop	Email
8/14	DOEA	Newsletter/DCM minutes	Email
	David Rozul	K2C workshop	Email
	Ryan Lara	Sept. WAW	Email
8/22	Brett Butler	Update Questions	Email
	Linda Marx	NSC	Email
8/23	Kevin Goble	DO logo	Email
9/4	DO	WAW itinerary	Email
	Ucr cki	Block party	Email
9/11	DOEAs	Div. board checklist/Calendar	Email
9/13	DO	Norco College	Email
9/14	UCR cki	Board retreat	Email
9/14	Nicolle Bourgeois	Norco College charter	Email
	Athena Newsletter chair	DO Ltg letter	Email
9/18	DOEAs	Spirit Items	Email
	MDE ucr cki	New member orientation	Email
	Amanda Paio	Treasurer contact	Email
9/19	DO	Bimonthly service spotlight	Email
9/22	DO	Kiwanis Contact info	Email
	CSUSB, president, advisors	Updates	Email
9/30	President s	Presidents dinner	Email
	DOEA's	Div. Meeting	Email
	Martha Hernandez	Oct. WAW	Email
10/2	Spirit Items	DO	Email
	Ryan Lara	One-on-one	Email
10/7	Linda Marx	CSUSB activity	Email
	Bruce Hennings	Voucher	Email
10/11	DO	Video Updates	Facebook
10/11	DO	FTC Awards	Email

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Two divisional board trainers
2. Incorporation of all 3 tenets at each WAW
3. Each club has a full/almost full e-board
4. Desert Oasis Video Updates
5. Monthly chats with ALL e-board members

b. Top 5 Plans



1. New Divisional Cheers
2. Interclub within division
3. interclub with other divisions
4. More attendance at Divisional events
5. Attend more service projects

III. Resources Needed

1. D-board support
2. Reimbursements
3.
4.
5.

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

<p>1. Improve Club Standings I will need to focus on strengthening each club. I want to increase the club's in my division's growth and retention. I am planning hosting divisional board trainers to better prepare them with the skills they need to accomplish goals.</p> <p>2. More Interactive WAW Weekends I will encompass all three tenets for each WAW. My DCMs' will be more structured. I will provide "Rate my WAW Weekend" surveys to see how I can better improve WAW.</p> <p>3. Fully utilize my Desert Oasis Executive Assistants I want to give them several duties to train them to be better leaders. Also, I would like to use my assistants to get in better contact with the club's in Vegas.</p> <p>4. Boost Divisional Communication I want to have monthly web chat/phone calls with primary officers. Another thing I want to restart is the D.O. Newsletters to update the club's in our division in a more entertaining way every 4 months. I will have Monthly LTG video updates to the division to be more personable with Desert Oasis.</p> <p>5. Foster more fellowship I will host one big social event for each WAW. Also, I will encourage my club's to bring back video shout-out tag to build relations amongst each other. At each DCM I plan on having an icebreaker to allow inner-divisional socializing.</p> <p>6. Integration of our Division into the District</p>
--

V. Announcements

- Next WAW: December hosted by CSN
- New club in Desert Oasis! => NORCO COLLEGE!



-Club's are in good standing, and almost all have full boards



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Foothill Lieutenant Governor Board Report
Respectfully Submitted by **Christian Tolosa**

- I. **Your activities since last Board Meeting**
 a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/29	July Dcm		1
8/5-7	President's Retreat		28
8/11	Fluff Ice Fundraiser		1
8/12	ELAc Board Meeting		1.5
8/20	CSULA Beach Clean-up	3	
8/28	Foothill August DCM		2.5
9/2	ELAC Board Meeting		2
9/6	PCC Tabling		2
9/6	Oxy First General Meeting		1
9/7	PCC Tabling		1
9/7	Mt. Sac Board Meeting		2
9/8	PCC Tabling		1
9/8	GCC Board Meeting		1.5
9/9	ELAC Board Meeting		1
9/9	Glendale Kiwanis Lunch		1.5
9/10	CSULA Board Meeting		1
9/12	ELAC First General Meeting		1
9/13	PCC First general Meeting		1
9/13	Claremont Colleges Turf Dinner		3
9/14	Mt. Sac OTC		4
9/16	ELAC Board Meeting		1
9/17	Stone Canyon Creek Restoration	3	
9/19	Mt. Sac Tabling		2.5
9/19	Glendale Tabling		1.5
9/20	Mt. Sac Tabling		1
9/20	PCC General Meeting		1
9/20	Oxy General Meeting		1
9/21	Mt. Sac Tabling		1



9/21	ELAC Tabling		2
9/24	LA FOOD Bank	4	
9/24	APEX Gala Dinner	6	
9/26	ELAC 2 nd General Meeting		1
9/27	PCC General Meeting		1
9/27	CSULA General Meeting		1
9/28	Mt. Sac First General Meeting		1.5
9/29	GCC First general Meeting		1
10/1	CKI South Training day/ Park Social		3
10/4	PCC General Meeting		1
10/4	Oxy General Meeting		1
10/6	Glendale General Meeting		1
10/8	Eaton Canyon Restoration	2	
10/10	ELAC General Meeting		1
10/11	PCC General Meeting		1
10/11	CSULA General Meeting		1

Total Service Hours since Last Board Meeting:

Total Service Hours since April 1, 2011:

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/28	Paul Tran, Paulina Moreno, Felicia Grady, Jack Nhan,	President's Retreat	Email/text
8/3	Jonathan Junpradub	President's Retreat Rides	Phonecall
8/4	Jonathan Junpradub	President's Retreat Rides	Phonecall
8/4	Eric Cho	Hosting a key club dinner	Email
8/10	Lauren Kim	August DCM	Email
8/10	Brett, Stefanie, Camille, Jcao	July MRF	Email
8/11	Jack Nhan	District Events	Email/Phone
8/14	Jack Nhan, Paul Tran, Paulina Moreno, Felicia Grady, Nrane Oroujian	August DCM	Email
8/14	Brett Butler	DCM Notes and Kiwanis Events	Email
8/15	Paul Tran	Board Meeting	Phonecall/Text
8/17	Paulina Moreno	School Schedule	Text
8/17	Felicia Grady	School Schedule	Text
8/27	Stefanie Chow, Brett Butler	EA App	Email
8/28	Jack Nhan, Paul Tran, Felicia Grady, Paulina Moreno	August DCm	Phonecall/Text
8/29	Brian Mangunsong, Pedro Montenegro, Tony Green	Status of Mt. Sac	FB, Text, email



8/30	Alan Zeng	Mt. Sac Visit	Text/ Phonecall
8/31	Jonathan Junpradub	Mt. Sac OTC/ Joint DCM	Text
9/3	Mt. Sac E-Board	Info on CKI	Email
9/5	Jack Nhan	August MRF	Email/Text/ Phonecall
9/5	Charles Valderrama	President Retreat CERF	Phonecall
9/6	Karen Ma	MRF and CERF's	Email
9/6	Karen Ma	Chartering	Phonecall
9/6	Jack Luther	Apology for not keeping in contact	Email
9/6	Edwin Lee	Training for Mt. Sac	Phonecall
9/7	Pedro Montenegro	Meeting for Mt. Sac	Phonecall
9/8	Jamye Le	Planning a training day	Phonecall
9/9	Jamye Le	Mt. Sac Status	FB/ Text
9/10	Brett Butler, Camille, Jack Luther, Stefanie Chow, Jonathan Cao-Nguyen	August MRF	Email
9/14	Mt. Sac E-Board	Picture for MT. Sac	Email
9/14	Paulina Moreno	Plan to meet for the status of Occidental	Phonecall
9/15	Stefanie Chow	MRF Feedback	Email
9//19	Foothill Presidnets	EA Apps	Email
9/23	Mt. Sac E-Board	President impeachment	Email/FB
9/24	Tina Fane	President OTC	Phonecall/In-person

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. All schools are active again
2. Executive Assistants Chosen
3. Get a majority of schools to go to FTC
4. Had full divisional attendance at one of the DCM's
5.

b. Top 5 Plans

1. Get more divisional unity by having more interclubs and using the EA's to encourage them.
2. Start having interclubs with other Divisions
3.
4.
5.

III. Resources Needed

1.



2.
3.
4.
5.

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

- **Greater Divisional Unity**
This goal has been steadily getting better as time goes on. The schools are starting to talk to each other more and get familiarized with each other. The presidents are obviously much closer than they used to be, but there is still a lot of work to do. Some of the schools are disadvantaged by no way of transportation and distance, but just having events around the area that they can share will be advantageous and are already being planned. With the new EA's that are going to be in the area, this will be much easier especially when they will be in the area encouraging the interclubbing.

- **More Service Hours**
The biggest problem during the summer was the lack of actual schools in session, specifically the private schools, who actually do a lot more than I thought. Also, there were fewer schools contributing service hours. With the seven schools all active and planning/attending events, the hours will naturally increase out of the division.

V. Announcements



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Golden Gate Board Report
Respectfully Submitted by **Diana Tran**

- I. **Your activities since last Board Meeting**
 a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
08/05-07/11	CNH District President's Retreat	0	
08/16/11	Dinner With Grace	2	1
08/21-22/11	UC Berkeley CKI Board Retreat	0	25
08/23/11	Berkeley Kiwanis Meeting	0	1.5
08/30/11	Berkeley Kiwanis Meeting	0	1.5
09/01/11	Mission CKI Meeting	0	3
09/03/11	Loaves and Fishes	3	0
09/04/11	Garage Sales	4	0
09/06/11	Berkeley Kiwanis Meeting	0	1.5
09/13/11	Berkeley Kiwanis Meeting	0	1.5
09/13/11	UC Berkeley CKI Meeting	0	1
09/14/11	Single Service Meeting	1	0
09/14/11	Projects Committee Meeting	1	0
09/16/11	Big C Social and Game Night	0	3
09/19/11	UC Berkeley CKI Meeting	0	1
09/20/11	Berkeley Kiwanis Meeting	0	1.5
09/24/11	Real Options for City Kids	5	0
09/26/11	UC Berkeley CKI Meeting	0	1
09/27/11	Berkeley Kiwanis President Installation Dinner	0	2
10/3/11	UC Berkeley CKI Meeting	0	1
10/4/11	De Anza CKI Meeting	0	3
10/8/11	CKI North		
10/10/11	UC Berkeley CKI Meeting	0	1
10/11/11	Fundraising Committee Meeting	1	0



10/12/11	Projects Committee Meeting	1	0

Total Service Hours since Last Board Meeting: 18

Total Service Hours since April 1, 2011: 75

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/18/11	Golden Gate EBoard Members	Upcoming Events	Email
07/19/11	Karen and UC Berkeley Board	DSSS	Email
07/20/11	Chris Tung	24 Hour Service Social	Email
07/24/11	Presidents	President Retreat Registration	Email
07/25/11	Adrian Casaclang	De Anza Circle K	Email
07/27/11	Leo Qui	President Retreat	Email
07/27/11	Ruben Ruiz	Workshop Handout	Email
07/28/11	Jackelyn Rivera	Workshop	Email
07/31/11	Leo Qui	President Retreat Registration	Email
08/02/11	Jackelyn Rivera	President Retreat Rides	Email
08/03/11	Presidents	President's Retreat Packet	Email
08/03/11	Golden Gate Board	Update/Meeting Time	Email
08/05/11	Jonathan Cao Nguyen	MRF	Text
08/05/11	Presidents and Secretary	MRF Reminders	Email
08/05/11	Isaias Igniez	President's Retreat	Phone
08/05/11	Florence Lee	President's Retreat	Phone
08/05/11	Vigil Rapiz	President's Retreat	Phone
08/05/11	Mikael Miller	President's Retreat	Phone
08/05/11	Daniel S.	President's Retreat	Phone
08/07/11	Kiaya Grant	Humboldt Circle K	Email
08/10/11	Ken Tao	Kiwanis Dine Out	Email
8/11/11	Ayane Itamura	DCM Agenda	Email
08/11/11	David Rozul	Golden Gate DCM	Email/Text
08/12/11	Presidents	DCM Head Count	Email
8/14/11	Laura Bajuk	DCM BBQ Details	Email/Text
8/15/11	Just Litteer	LTG	Email
08/17/11	Mikael Miller	Dinner with Grace	Email
08/18/11	Mark Wright	Nike Women's Marathon	Email
08/18/11	Shera Kwak	Board Retreat	Email
08/19/11	UC Berkeley Board	Board Retreat	Email



08/19/11	Phuoc, Joe, Kenneth	Board Retreat	Email
08/20/11	Florence Lee	Board Retreat	AIM
08/22/11	Richard Pham	Circle K Logos	AIM
08/22/11	Isaias Iniguez	UC Santa Cruz Board Retreat	Email/Phone
08/23/11	Isaias Iniguez	UC Santa Cruz Board Retreat	Phone
08/24/11	Erin S.	Capi-Gate Interclub Event	Email/AIM
08/25/11	Phuoc and Joanne	Capi-Gate Interclub event	Email
08/25/11	Divisional Board	Capi-Gate Interclub event	Email
08/25/11	Phuoc Khong	Quarterly Update	In Person
08/27/11	Candace Chu	Masquerade Ball	Email
08/28/11	Isaias Iniguez	UC Santa Cruz Board Meeting	Online
08/30/11	Devante Allen	Halloween Festival	Online/text
08/31/11	Erin Szelagowski	Capi-Gate Social	Email
08/31/11	Kay Kim	FTC Program Ad	Email
08/31/11	Divisional Board	Updates	Email
09/1/11	Mikael Miller	Capi-Gate Social	Email
9/2/11	Hanna Huynh	Loaves and Fishes	Email
9/2/11	Mikael Miller	Itinerary for the Weekend	Email
9/5/11	Presidents and Secretary	MRF Reminders	Email
9/11/11	DBoard	DBoard Chat	Online
9/15/11	Stefanie Chow	Reimbursement Checks	Email
9/16/11	Polly Chen	Divisional T-Shirts	Email/Phone
9/17/11	Daniel Huynh	Divisional T-Shirts	Email/Facebook
9/20/11	Foothill EBoard	Foothill's Club Status	Email
9/24/11	Presidents	Scheduling PCM	Email
9/25/11	Mikael Miller	DSI	Email
9/25/11	Karen Chen, Brett Butler, jCao Nguyen	Golden Gate Split	Email/Online
9/26/11	Polly Chen	Golden Gate Divisional Spirit	Email
10/02/11	Eboard	Nike Women's Marathon	Email
10/05/11	Isaias Iniguez	CKI North	Phone
10/05/11	Mikael Miller	CKI North	Phone
10/07/11	Miles Sunico	CKI North	Text
10/10/11	Phuoc Khong	Divisional Split	In Person
10/11/11	Isaias Iniguez	November DCM	Phone

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. 8 out of 9 clubs at CKI North
2. All clubs have started!
3. T-Shirt Designs are set to be done by FTC
4. Clubs are fairly active
5. Bond Between Clubs = Great

b. Top 5 Plans



1. Get ready for the Divisional Split if it gets approved.
2. Make sure all clubs are active in the division, whether it is 1 member or 100.
3. Get all schools out to Fall Training Conference.
4. Attend more Golden Gate club events, other than UC Berkeley's.
5. Increase bond between all clubs in the Bay Area

III. Resources Needed

1. District board – show support for Northern California schools.
2. Increase encouragement to attend Service projects by District Board, not just interclub events.
3.

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

- 100% Active Clubs
 - o All clubs have appointed their new board. We got 8 out of 9 clubs out to CKI North, which is really great. (Compared to the last few years)
- Buddy Club System
 - o This does not work as much, so I have decided to take it out.
- Send out emails to presidents per week and clubs biweekly.
 - o This is working pretty well. Since a lot of people don't read their emails as much, the divisional board has decided to use facebook more.
- Service Projects and DCM in one month.
 - o This has been great!
- President's Meeting every month.
 - o We have set President Council Meeting times on the 3rd Monday of every month. It will all be online.

V. Announcements

Golden Gate has made me so proud these past two months. I have seen the division go from 4 or 5 active clubs to about 8 or 9 active clubs. A lot of the clubs are a bit smaller so it is harder to get them to be confident in themselves. However, we are working on that. The president meetings really work. The only real announcement I have is that we are going to be having a Golden-Coast/Central-Gate interclub event in November. If anyone is available they should go because UC Santa Cruz will be hosting. This will be their first divisional/district event they host so let's show them some support.



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Magic Kingdom Board Report
Respectfully Submitted by **Michael Tung**

- I. **Your activities since last Board Meeting**
 a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/1/11-7/4/11	Anime Expo	29	
7/9/11	Cal State Fullerton Summer Meeting		2
7/15/11 – 7/17/11	July Board Meeting		43
7/21/11	OCC Boomer’s Fundraiser		8
7/24/11	Magic Kingdom DCM		1
7/30/11	Magic Kingdom Beach Social		10
7/31/11	Peru Medical Mission Car Wash	3	
8/5/11 – 8/7/11	President’s Retreat		50
8/11/11	Division 30 Kiwanis DCM		3
8/12/11	Book Doctor	3	
8/13/11	CAYP Rummage Sale	3	
8/13/11	OC Food Bank	3	
8/15/11	Division 41 Kiwanis DCM		2
8/18/11 – 8/20/11	District Summer Service Social	5	66
8/23/11	August Magic Kingdom DCM	1	1.5
8/24/11	Saddleback Circle K Club Rush		4
8/25/11	Middle College High School Informational Meeting		1
8/26/11	Santa Ana Circle K General Meeting		2
8/27/11	Kelly’s Closet	8	
8/27/11	Division 4 Kiwanis LTG Installation Banquet		4
8/28/11	Division 41 Kiwanis LTG Installation Banquet		2
9/1/11	CSUF Circle K General Meeting and Chipotle Social		2
9/2/11	Santa Ana Circle K General Meeting		1.5
9/3/11	Kevin Cook 5K	6.5	
9/3/11	September PCM		3
9/4/11	Disneyland Half-Marathon	7	



9/4/11	September DCM		1
9/6/11	Saddleback Circle K General Meeting and Workshop		2.5
9/8/11	Santa Ana Circle K General Meeting		1.5
9/9/11	OCC Circle K Board Meeting		3
9/10/11	OCC Sonic's Social		2
9/13/11	Whittier Circle K Tabling		4
9/13/11	OCC Circle K Souplantation Fundraiser		2
9/15/11	Chapman Circle K Tabling		4
9/21/11	IVC Circle K Tabling		1
9/21/11	UCI Circle K Orientation 2		3
9/22/11	IVC Circle K Meeting		2
9/23/11	Meeting with Mondo		2
9/25/11	Division 30 Kiwanis LTG Installation		3
9/27/11	OCC Circle K General Meeting		1.5
9/27/11	UCI Circle K General Meeting		2
9/29/11	IVC Circle K General Meeting		2
9/29/11	CSUF Circle K General Meeting		2
10/4/11	Whittier College Circle K General Meeting		1.5
10/4/11	UC Irvine Circle K General Meeting		2
10/6/11	Irvine Valley College Circle K General Meeting		1.5
10/6/11	CSU Fullerton Circle K General Meeting		1
10/7/11	UC Irvine FTC Skit Committee		2
10/8/11	Key Club Regional Training Conference at OCC	5	
10/8/11	UC Irvine FTC Skit Committee		1
10/8/11	Magic Kingdom Spirit Meeting		3
10/9/11	FTC Talent Act Practice		4
10/10/11	FTC Talent Act Practice		1
10/11/11	OCC Circle K General Meeting		1.5
10/11/11	UCI Circle K General Meeting		3
10/11/11	FTC Talent Act Practice		3
10/12/11	FTC Talent Act Practice		3
10/13/11	IVC Circle K Meeting		2
10/14/11	Magic Kingdom PCM		4
10/17/11	Division 4 Kiwanis DCM		2
10/18/11	UC Irvine Circle K General Meeting and Family Induction/Social		4
10/20/11	Division 30 Kiwanis DCM		3
10/21/11	CSU Fullerton's Bowl for the 7-10 Split		3

Total Service Hours since Last Board Meeting: 73.5

Total Service Hours since April 1, 2011: 102

b. People you have contacted:

Date	Person(s)	What was	Method
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		discussed?	
Twice a month	John Do, Jennifer Que, Marc Boyle, Vivi Pla, Sinet Chelagat, Sinh Nguyen, Carlyn Werderman, Victor Bermejo, Eric Lam	We discussed how the club is going, the status of how their board is, upcoming events, informing them of divisional and district events and upcoming meetings.	Phone/Email/Facebook
7/18/11	Jonathan Cao-Nguyen	Motivating Officers Workshop Outline	Email
7/18/11	Ally Bogan	Hosting a Workshop at DSSS	Email
7/21/11	Mondo Velazquez	July DCM Agenda	Email
7/21/11	Stefanie Chow	Rides to President's Retreat	Email
7/23/11	Magic Kingdom Presidents	PCM Updates	Email
7/24/11	Jackelyn Rivera	Victor Bermejo is not on President's Retreat list	Email
7/24/11	Victor Bermejo	Name missing on President's Retreat List	Email
7/26/11	Ally Bogan	Ice Breakers and Team Builders Workshop	Email
7/31/11	Ally Bogan	Soft Copy for DSSS	Email
8/2/11	Stefanie Chow	Birthday Message for Brett	Email
8/2/11	Magic Kingdom Treasurers and Fundraising Chairs	Training Message from Stefanie Chow	Email
8/3/11	Randy Golden, Roland Moder	Kiwanis Pins for Kids	Email
8/3/11	Magic Kingdom Secretaries	July MRF Reminder	Email
8/8/11	Don Hull	Attendance at Division 30 DCM	Email
8/10/11	Magic Kingdom Presidents and Secretaries	Magic Kingdom LTG MRF	Email
8/12/11	Rocio Brooks	Attendance at Division 4 Banquet and Installation	Email
8/12/11	Dennis O'Hern	My July DCM Agenda	Email
8/12/11	Ryan Billings	Kevin Cook 5K	Email
8/12/11	Debbie Scheibel	Questions about Division 30 Projects	Email
8/12/11	Mondo Velazquez	Date of August DCM	Email
8/15/11	Jim Bonar	Information about Division 41 DCM	Email
8/17/11	Phil Ly	OCC Circle K Newsletter Message	Email
8/20/11	John Irish	Magic Kingdom Events	Email
8/21/11	Mondo Velazquez	August DCM Logistics	Email



8/22/11	Rocio Brooks, Mondo Velazquez	Division 4 Luau DJ	Email
8/22/11	D-Board	D-Board Sweaters	Email
8/22/11	Stefanie Chow	DFI Manuals Updates	Email
8/22/11	Eric Lam	Chapman 5K	Email
8/24/11	Eric Lam	DCM Agenda	Email
8/26/11	Rocio Brooks, Mondo Velazquez	Division 4 Luau DJ	Email
8/26/11	Brett Butler	Board Update Questions	Email
8/26/11	Anany Anand	Division 4 Luau DJ	Email
8/28/11	Don Hull, Dennis O'Hern	Brea Senior Center Service Opportunity	Email
8/28/11	Mondo Velazquez	DCM Update	Email
8/29/11	Magic Kingdom Presidents	First Meeting Dates and Times	Email
8/29/11	Xin Wei	Magic Kingdom Updates for the Website	Email
8/31/11	Magic Kingdom Secretaries	August MRF Reminder	Email
9/1/11	Sinet Chelagat	Board Position Information	Email
9/1/11	Mondo Velazquez	DCM Agenda and DCM reports	Email
9/3/11	Jennifer Que	President's Phone Numbers	Email
9/8/11	Danny Ha	New Magic Kingdom Shirt Design	Email
9/9/11	Mondo Velazquez	DCM Report	Email
9/10/11	Magic Kingdom Presidents and Secretaries	Magic Kingdom LTG MRF	Email
9/11/11	Camille Goulet	Mistakes on LTG MRF	Email
9/14/11	Julie Nguyen	Playground Building information	Email
9/14/11	Liz Ly	UC Irvine Newsletter Article	Email
9/16/11	Camille Goulet, Brett Butler, Stefanie Chow, Victor Bermejo, Nancy Cruz	Problem Updating Roster for Santa Ana College	Email
9/18/11	Brett Butler, Mondo Velazquez	Facebook Postings	Email
9/21/11	Bock Szymowicz, Kenneth Lee, Karen Chen, Colin Wu	FTC Workshop Application	Email
9/22/11	Dennis O'Hern	Brea Senior Center Service Opportunity Update	Email
9/23/11	Sinet Chelagat, Martin Yribarren, Lisa Doan, Steve Knollmiller	Feedback on IVC's Meeting	Email
9/25/11	D-Board	Build-A-Board Zip Up Hoodie Color	Email
9/26/11	Sinet Chelagat	Vice President Concerns	Email
9/27/11	Mondo Velazquez	Starting a Circle K at	Email



		Cypress College email	
9/29/11	Mondo Velazquez	CSU Fullerton ERF and D30 Installation information	Email
9/29/11	Duong To, Jessica Pham	Starting a Circle K at Cypress College	Email
9/30/11	Phillip Chow	Discussing FTC Talent Act	Email
10/1/11	Magic Kingdom Secretaries	September MRF Reminders	Email
10/6/11	John Do	Magic Kingdon Shirt Information	Email
10/12/11	Magic Kingdom Presidents and Secretaries	Magic Kingdom LTG MRF	Email
10/12/11	D-Board	FTC Opening Skit Parts	Email
10/12/11	D-Board	CKI South Set-Up	Email
10/12/11	Karen Truong	UCI Website LTG Message	Email
10/18/11	Mondo Velazquez	Cypress College Circle K	Email
10/20/11	Dennis O'Hern	Magic Kingdom Updates	Email
10/20/11	George Hallak and Mike Fields	Cypress College Circle K Charter	Email

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Installation and visitation of all the clubs' boards within the division.
2. Renew old traditions within the division (e.g. the passing of Mickey Mouse along with the Magic Kingdom Banner to club of the month)
3. Planned successful divisional socials and service projects with the help of the clubs as well as have them be excited about the division. We have created cheers for clubs that didn't originally have them!
4. Established good relations with not only with my presidents, but their boards, advisors, and Kiwanis.
5. Created a facebook group, google group and bimonthly phone calls to better my communications with people within Magic Kingdom. A google calendar is the next upcoming plan.

b. Top 5 Plans

1. Charter a new club within the Magic Kingdom! There's been interest from Cypress College and Golden West College.
2. Establish better interclub relations in the next few months through divisional unity at District Events like CKI South and FTC and cheer preparation at my next DCM.
3. Help my clubs in whatever way that they may need me.
4. Create new cheers for FTC and DCON and have an amazing time with my division by bringing our amazing spirit!
5. Find a great 2012-2013 Lieutenant Governor to replace me and train them to the best of my ability by doing my job to the best of my ability.



III. Resources Needed

1. Mondo's continual support and guidance that he has been providing me with so far
2. The support from Magic Kingdom Circle K board members to help me set up even more divisional events.
3. Contact information from Santa Ana Kiwanis to ensure that getting Santa Ana College Circle K does get in good standing.
4. Contact information of the Kiwanis that used to sponsor Golden West College so we may inform them that there is a great interest of starting up a Circle K there again.

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

Be there for the clubs not only on a divisional but an individual level.

I have been doing my best while classes do interfere with two college's meetings, to visit all the clubs, share my experiences with their club's events and inform them of upcoming district and divisional events. I've had the great opportunity to meet so many new members and encourage them to come out to new projects as well as learn a lot about them. Joining in on club's meetings and board meetings has proven to be much more fun that I would have ever expected and everyone is so warm and welcoming! I think I have done well in this area but there is no reason why I can't improve and do even better to meet every single person in the Magic Kingdom clubs!

Help support Santa Ana Circle K and reestablish them as a club in good standing as well as try to charter one more club into the division.

Santa Ana Circle K has been steadily growing well and they have been getting ready for district events like CKI South! They have really grown well into a tight-knit community and even have a prospective president (and maybe even a board for the next school year already!) They have already hit their fifteen members, put their dues into the system and updated their roster.

Unfortunately, Jacqueline Tieu will no longer be able to head a Circle K at Golden West College due to a busy schedule, but a person named Duong To has contacted me and she has an interest in starting up a Circle K at Cypress College! We already know that there is an interest for a Circle K at Cypress College since there is a girl named Maivy Nguyen who actively volunteers at events with Orange Coast College Circle K.

Creating divisional unity through divisional and interclub events as well as bringing members to any events that they may want to go to.



We've just completed multiple Divisional service projects like the OC Food Bank and our biggest so far, Disneyland Half-Marathon! We are in the process of planning a couple more big divisional service projects and fundraisers!

I have been volunteering to drive members from Saddleback, Santa Ana, Orange Coast College, Irvine Valley College, and UCI to meetings and any other events that they wish to attend since distance should not have to be a problem if they want to go to anything.

V. Announcements

We have made a lot of progress and expect even more great things coming from in the Magic Kingdom!

As of 10/13 UCI has hit 220 paid members. OCC has just hit 60.

Saddleback College has more than tripled their service hours in the past month alone and tripled their membership this year compared to last year's!

Santa Ana College is back in good standing!

Look forward to Mr. CKI (UCI's Male Beauty Pageant) to be coming up again very soon!

If you want to buy a Magic Kingdom Divisional Shirt! Let me know! :D



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Metro Lieutenant Governor Board Report
Respectfully Submitted by **Jonathan JonJon Junpradub**

- I. **Your activities since last Board Meeting**
 - a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
8/5-8/7	Presidents Retreat		36
8/28	Metro DCM		3
8/9	Presidents Council Meeting		2
8/27	Presidents Council Meeting		2
8/27	CSUN Club Rush		3
9/18	Metro Training		5
9/18	Metro DCM		1
9/29	UCLA Meeting		1
9/14	CSUN First General Meeting		1
9/29	UCLA First General Meeting		2
10/3	CSULB First General Meeting		2
10/4	USC General Meeting		2
10/5	CSUN General Meeting		2
10/6	UCLA Ice Skating Social		
10/13	UCLA General Meeting		2
10/15	CKI South		2
10/17	CSULB Meeting		2
10/17	CSUDH Board Meeting		
10/18	USC Meeting		2
10/19	CSUN Meeting		2
10/20	UCLA General Meeting		2
10/23	UCLA Board Meeting		2
10/23	Presidents Council Meeting		2
10/23	Executive Board Council Meeting		3



Total Service Hours since Last Board Meeting: 1

Total Service Hours since April 1, 2011: 1

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
8/9	Metro Presidents	Introduction of Metro Division	Email
8/10	Tom Ramirez	Weekly Discussion	Phone
8/12	Brett Butler	Metro LTG Duties	Email
8/16	Ally Bogan	DSSS	Email
8/17	Tom Ramirez	Weekly Discussion	Phone
8/18	Ally Bogan	DSSS Directions	Phone
8/21	Neil Yonzon	UCLA Circle K Board	Phone
8/22	Neil Yonzon	UCLA Circle K Board Aboard	Email
8/21	Metro Presidents	When does school start?	Email/phone
8/24	Tom Ramirez	Weekly Discussion	Phone
8/25	District Board	District Board Sweater	Email
8/25	Metro Presidents	August DCM	Phone
8/25	Metro Presidents	August DCM Questions	Email
8/25	David Limjoco	DCM August	Email
8/30	Brett Butler	Updated Questions	Email
8/30	David Limjoco	Minutes for August DCM	Email
8/31	Tom Ramirez	Weekly Discussion	Phone
9/1	Ariana Arestgui	Questions about Club	Phone
9/1	Brandon Baello	Inquire about CSUDH	Phone
9/4	Debbie (9/11 Memorial)	Volunteer inquire for 9/11	Email/phone
9/6	Sean Nguyen	Information about CSULB	Phone
9/7	Tom Ramirez	Weekly Discussion	Phone
9/10	Brett Butler	Question about August MRF	Phone
9/14	Tom Ramirez	Weekly Discussion	Phone
9/15	Tom Ramirez	Metro Training Clarify	Phone
9/16	Danny Ha	Metro Trainer Information	Phone/Email
9/19	District Board	Zip Up Hoodie	Email
9/20	Patrick Huie	District Awards Questions	Phone
9/21	Tom Ramirez	Weekly Discussion	Email
9/24	Irene Iwasaka	Check In with El Co	Email
9/26	Karen Chen	FTC Workshop	Email



9/26	Bock Szymkowicz	FTC Workshop	Email
10/5	Theresa Phan	Divisional Questions	Email
10/6	David Limjoco	Divisional Check Up	In Person
10/10	District Board	FTC Travel Arrangements	Email
10/11	Metro Presidents	CKI South Check In	Phone
10/12	Diane Santos	Metro Division Tshirts	Phone
10/12	Diane Santos/ Theresa Phan	Metro Division Polo	Email
10/12	Metro Presidents	Shirt Size Updates	Email
10/14	Sean Nguyen	FTC Ride Situation	Phone
10/15	David Limjoco	CKI South Agenda	Email/In Person
10/19	District Board	Announcement of Member Death	Email
10/20	Metro President	Announcements for PCM/DCM	Email/Phone/In Person
10/20	Kenneth Lee	FTC Workshop Rough Draft	Email
10/22	Metro Presidents, Executive Board	PCM/EBCM Announcement	Email/Phone
10/24	Metro Presidents	Monday Reminder	Email/Phone
10/25	Theresa Phan	Division Polo	In Person
10/25	Neil Yonzon	UCLA Circle K Meeting	In Person/ Email/ Phone Call

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Created and executed a DCM with at least 30 Members During Summer
2. Conveyed Idea about New Divisional Theme – Schools have chosen them
3. Visited Club Meetings at least once (ECC and DH Still Needed)
4. Create Divisional Skit
5. over 89 members Attending CKI South

b. Top 5 Plans

1. Have Member Enrollment Exceed Last year for ever club
2. Get Mount Saint Mary's College Up and running
3. Get Pierce College Up and Running
4. Get Members all up to FTC Safely
5.

III. Resources Needed

1. Money for Divisional Service Project
2. Better Organizing Skills
3.
4.
5.



IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

- I will be maintaining contact with Board Officers from my Respective Clubs of Metro Division.
- I will try to hold monthly meetings with my Presidents in order to maintain Divisional Contact.
- I will be holding monthly DCM's and plan on having clubs create service projects/ Socials for each of them.
- I will try to make myself available to talk to any member of the CNH District Circle K Organization.

V. Announcements

We had our First Ever Executive Board Committee Meeting with over 18 Board members at attendance. Each Club has grown exponentially. Especially Cal State Long Beach With over 70 paid members. UCLA has been breaking records with membership as well. USC Is the only one still struggling but I am working really close with them to fix the situation. CSUN is doing great and ECC is still functioning well together. I have been hard to reach lately and I have been busy with my jobs but I am trying the best I can to give it my all for Metro Division. We have our Division Shirts ready and they will be distributed at FTC. Metro Also now has a Metro Divisional Board Consisting of Theresa Phan as My Assistant LTG. And David Limjoco as the Divisional Secretary. We still have a long way to go, but we will have to see how we do from this point on out.



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Paradise Lieutenant Governor Board Report
Respectfully Submitted by **David Rozul**

- I. **Your activities since last Board Meeting**
a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/7	GAG Kiwanis Meeting		1.5
7/7	UCLA Alexandria House Service Project	6.5	
7/10	Divisional Service project "Challenge Ranch"	3	
7/10	Paradise July DCM		1.5
7/17	July District Board Meeting		3
7/18	FTC committee meeting		2.5
7/21	GAG Kiwanis Meeting		1.5
7/21	Kiwanis D21 DCM		2
7/23	Key Club Div.37E Officer Training Conference		7
7/28	GAG Kiwanis Meeting		1.5
7/5	UH HILO Summer Meeting		2
8/4	GAG Kiwanis Meeting		1.5
8/5	Presidents retreat		26
8/18	GAG Kiwanis Meeting		1.5
8/18	DSSS		20
8/19	Key 2 College Planning	2	
8/20	Key 2 College	3	
8/20	DSSS Service project	3	
8/21	Paradise DCM		2
8/21	Paradise Lunch Social		1
8/24	Honolulu Kiwanis Meeting		1.5
8/25	UH Manoa Tabling		2
8/25	UH Manoa & HPU Training		2
8/27	UH Manoa & HPU honolulu zoo service project	3	
8/27	HPU social hike		2
8/27	HPU social beach		2



8/27	HPU social dinner		1.5
8/30	SDSU Tabling		2.5
8/31	UCSD Souplantation fundraiser		2
9/4	Disney Half Marathon	10	
9/6	CSUSM CKI first meeting of the year		2
9/7	SDSU CKI first meeting of the year.		1.5
9/10	Kiwanis D37 DCM		1.5
9/10	SDSU Beach cleanup/social		2
9/11	SDSU Challenge Ranch	3	
9/11	SDSU Board Meeting		2
9/13	Paradise PCM		2
9/14	SDSU CKI		1
9/15	GAG Kiwanis Meeting		1
9/17	Paradise Divisional Service Project Lake Murray Clean up	3	
9/17	Paradise DCM		1.5
9/17	GAG Kiwanis Installation of Officers		3
9/24	Kiwanis D37 LTG Install		3
9/27	GAG Kiwanis Meeting		1
9/28	Grossmont CKI Tabling		1
9/26	SDSU CKI Meeting		1
9/26	SDSU CKI Coldstone Fundraiser		1
10/3	UCSD GBM	1.5	
10/4	CSUSM GBM	1.5	
10/5	SDSU GBM	1	
10/6	GAG Kiwanis meeting	1	
10/8	SDSU Kiwanis softball game		2
10/1 0	UCSD Meeting	1.5	
10/1 2	Grossmonts First Meeting	1	
10/1 2	SDSU meeting	1	
10/1 5	CKI South		9
10/1 7	UCSD Meeting	1.5	
10/1 9	Grossmont Meeting	1	
10/1 9	SDSU Meeting	1	



10/2 2	CSUSM/SDSU/Grossmont Service project San Marcos VIBE		7
10/2 2	UCSD New member Installs	3.5	
10/2 3	Paradise FTC prep/social	3	
10/2 6	Grossmont Meeting	1	
10/2 6	SDSU Meeting	1	

Total Service Hours since Last Board Meeting: 54.5

Total Service Hours since April 1, 2011: 69.5

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/18	Brett Butler	Presidents Retreat Workshop	email
7/18	Ally Bogan	DSSS workshop	email
7/23	Paradise Presidents	July PCM	Email
7/23	Jessica Eto (Paradise Division spirit chair)	Key Club D21 Newsletter	Email
7/24	District Board	President Retreat Rides	Email
7/24	Scott Frame (SDSU President)	SDSU DSSS Registration	Email
7/24	Ally Bogan	DSSS Registration	Email
7/25	Dennis Lin, Jordan Strout, Lei Navasca, Drancis Kawada, Danica Fernandez, Brett Butler	LTG and GOV trip to Hawaii	Email
7/26	Ally Bogan	DSSS Workshop Host	Email
7/26	Kyle Slipperly (Grossmont President)	Presidential Resources/documents	Email
7/29	All CNH Regional Advisors	ERF Paradise Aug. DCM	Email
7/30	Ally Bogan	DSSS	Email
8/1	Paradise Divisional Board	July Hours	email
8/1	Allison White (SDSU CKI Secretary)	District ME&E updates/ DCM	email
8/1	Stephanie Nguyen (Paradise MD&E Rep)	Hawaii trip options	Email
8/1	Brett Butler	Birthday Message for Brett	Email
8/3	Paradise Presidenys	Friendly MRF reminder	Email
8/3	Candace Chu	DSIs & DFIs	Email
8/4	Athena Zeng (UCSD external Fundraising Chair)	Masq Ball	Email
8/4	Brett Butler, Lei Navasca	Hawaii Flight Itinerary	Email
8/9	Pearl Harbor Kiwanis Club	Visit Kiwanis Club	Email
8/10	Stefanie Chow	Fundraising Ideas for Hawaii Schools	Email



8/10	Candace Chu(UCSD CKI President)	Kiwanis D21 DCM	Email
8/10	Ally Bogan	Housing rules for DSS and Paradise Aug DCM	email
8/11	LTG MRF reflector	Paradise July MRF	email
8/11	Diana Tran	Golden Gate DCM	Email
8/15	Erin Szelagowski	Workshop Help	Email
8/15	Scott Frame , Ally Bogan,	SDSU attending DSSS	Email
8/16	Jackelyn Rivera	Workshop help	Email
8/16	Stefanie Chow	DSSS Reimbursements	Email
8/16	CNH LTGs	Masq Ball date change	Email
8/16	Rachel Bennet	Hawaii Trip training	Email
8/16	Rachel Bennet	Hawaii Trip Training	Email
8/17	Paradise Hawaii Schools	Hawaii Trip Itinerary	email
8/22	Brett Butler	LTG Board Updates	email
8/28	Kay Kim	FTC Program AD	Email
8/28	Lei Navasca	MRF question	Email
8/29	Allison White	Presidents Retreat	Email
8/29	National Students day	SDSU Community Service Competition Rules	Email
9/5	Allison White	LTG aug CKI hours	Email
9/5	Daniel Ha	January Events	Email
9/5	Lauren Kida	Flyer and Thank you	Email
9/5	Mainland Paradise Presidents	September PCM	Email
9/5	Karen Gascar (CSUSM Secretary)	CSUSM MRF thanks	Email
9/5	Kyle Sipperley	Grossmont MRF thanks	Email
9/6	Allison White	SDSU MRF thanks	email
9/7	Cathy Kerley	D27 September DCM	email
9/9	Kevin Men, Lauren Kida	UHM MRF changes	Email
9/9	LTG MRF Reflector	Paradise Aug MRF	Email

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Successful Training with UH Manoa and Hawaii Pacific University
2. A divisional Service project once a month.
3. Schools started the year off great!
4. Attended Kiwanis DCMs of D21 and D37 and LTG Installations
5. Built a strong relationship with perspective Key Club LTGs

b. Top 5 Plans

1. Divisional Website
2. Executive Board training for Grossmont
3. Executive Board training for CSUSM
4. Divisional Interclub
5.Divisional Fundraiser/ Social



III. Resources Needed

1.
2.
3.
4.
5.

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

1. Strengthen the ties between all 7 schools within my Division
 Since Last Board Meeting:
 Visited HPU and UHM in Hawaii and got to build personal relationship with their boards and members. Toucan Tango being passed around from school to school. I have attended at least 2 meetings for each school to get to know them and make sure they are educated on divisional and district events.
 A monthly divisional service project has been implemented to allow schools to get to know each other during service.

2. Accelerate Growth of Smaller schools and tune and maintain the larger ones.
 I have been working with Grossmont especially, developing a plan of action for the year. I have begun to have one on ones with grossmonts new board for training and education on CKI.

3. Enhance Relations between entire Kiwanis Family.
 I continue to attend Kiwanis meetings weekly, attended Kiwanis Div. 21 and 37 DCMs for July and Aug and Attended LTG Installation for D37 and D37 key Club Officer Training Conference

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V. Announcements



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

DISTRICT TREASURER Board Report
Respectfully Submitted by **STEFANIE CHOW**

I. Your activities since last Board Meeting

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/10/11	Paradise Divisional Service Project	5.0	
7/10/11	Paradise Divisional Council Meeting		1.5
7/12/11	Finance & Fundraising Committee Online Social		1.5
7/14/11	Finance & Fundraising Committee Meeting	1.5	
7/15/11	Kiwanis Luncheon		2.5
7/19/11	[UCSD CKI] Scrapbook Committee Meeting		1.5
7/23/11	District Convention Committee Meeting		2.0
7/28/11	Finance & Fundraising Committee Meeting	2.0	
7/30/11	Finance & Fundraising Committee Online Social		1.0
8/05-07/11	Presidents Retreat		~48.00
8/11/11	Finance & Fundraising Committee Meeting	1.5	
8/14/11	District Convention Committee Social		1.5
8/15/11	District Convention Committee Promo Video Filming		4.0
8/16/11	Finance & Fundraising Committee Meeting	1.5	
8/18-20/11	Kiwanis Convention – Circle K Supply Sales		~23.00
8/21/11	Paradise Divisional Council Meeting		1.5
8/23/11	Finance & Fundraising Committee Meeting	2.0	
8/26/11	Kiwanis Luncheon		2.5
8/27/11	[UCSD CKI] Community Cleanup and Debris Removal	3.5	
9/01/11	Finance & Fundraising Committee Meeting	1.0	
9/04/11	Disneyland Half Marathon	8.0	
9/07/11	[UNLV CKI] First General Meeting!		1.5
9/17/11	Paradise Divisional Council Meeting		2.0
9/19/11	[UCSD CKI] Tabling on Library Walk		2.0
9/20/11	[UCSD CKI] Tabling on Library Walk		2.0
9/21/11	[UCSD CKI] Tabling on Library Walk		2.0
9/21/11	[UCSD CKI] Welcome Week Bonfire		4.5
9/22/11	[UCSD CKI] Tabling on Library Walk		2.0
9/22/11	Finance & Fundraising Committee Meeting	1.0	
9/23/11	[UCSD CKI] American Red Cross Blood Drive	1.0	
9/24/11	[UCSD CKI] Fall Board Retreat		2.0
9/26/11	[UCSD CKI] First General Meeting!		1.0
9/26/11	[UCSD CKI] Yogurt World After-Social		2.5
9/28/11	[UCSD CKI] Masquerade Ball Committee Meeting	1.0	



9/28/11	[UCSD CKI] Service Committee Meeting	1.0	
9/28/11	[SDSU CKI] General Meeting		2.0
9/30/11	[UCSD CKI] Boys & Girls Club	3.0	
9/30/11	[UCSD CKI] Sunset at the Cliffs		2.0
10/2/11	[UCSD CKI] Remembrance Walk	4.0	
10/3/11	[UCSD CKI] General Meeting		1.0
10/5/11	[UCSD CKI] Masquerade Ball Committee Meeting	1.0	
10/7/11	[UCR CKI] Adopt A Street Cleanup	2.0	
10/8/11	Crazy Kompetition for Infants North (not including travel)	10.0	
10/10/11	[UCSD CKI] Pre-Meeting Dinner		1.0
10/10/11	[UCSD CKI] General Meeting		1.0
10/12/11	[UCSD CKI] Masquerade Ball Committee Meeting	1.0	
10/12/11	[UCSD CKI] Service Committee Meeting	1.0	
10/15/11	Crazy Kompetition for Infants South (not including travel)	10.0	

Total Service Hours since Last Board Meeting: 62 HOURS
Total Service Hours since April 1, 2011: 112 HOURS

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/07/11	Jackelyn Rivera (District MD&E Chair)	Presidents Retreat workshop	Email
7/07/11	Finance & Fundraising Committee, District Board, UCSD Circle K	Logistics & volunteers for supply sales at DSSS	Email
7/08/11	Edwin Lee (CKI South Asst Chair)	Crazy Kompetition Playbooks	Email
7/09/11	Christian Tolosa (Foothill LTG)	GCC's Treasurer	Email
7/10/11	Lieutenant Governors	June LTG MRF Feedback	Email
7/11/11	Kwan Pinson (Membership Services Representative), CJ Cruz (Occidental)	Troubleshooting Membership Update Center page	Email
7/11/11	Camille Goulet	??	Phone
7/11/11	Camille Goulet	CKI South event structure proposal approval	Email
7/11/11	Brett Butler (District Governor), Diana Tran (Golden Gate LTG), Mission College	District Convention attendees audit	Email
7/12/11	Ally Bogan (District Service Chair)	DSSS workshops (DFI)	Email
7/12/11	Daniel Gonzalez (ECC Treasurer)	District Convention attendees audit	Email
7/12/11	Finance & Fundraising Committee	Crazy Kompetition game proposals	Email
7/17/11	Bruce Hennings	Revamped voucher forms	Email
7/17/11	Crista Cabahug (Desert Oasis LTG)	Comment about gas voucher	Email
7/18/11	Camille Goulet	??	Phone
7/19/11	Masquerade Ball Committee	Changing M-Ball date	Email
7/19/11	Bruce Hennings, Gary Deng (DCON Chair), Karen Chen (FTC Chair)	FTC/DCON registration lists for dues-paid member audit	Email
7/19/11	Camille Goulet	DCON roster audit results	Email
7/19/11	Gerardo Mora (CSUF Treasurer)	Question about sending DFI money	Email
7/19/11	Sela Khachikyan (GCC Treasurer)	Welcome to the TFC family (:	Email
7/19/11	Virginia Mac (District Publications Editor)	CKI North/South feedback forms	Email
7/19/11	Brett Butler (District Governor)	Advertising CKI North/South	Email



7/19/11	Ana Williams (TMCC Treasurer)	Questions about 990-N tax form	Email
7/20/11	Bock Szymkowicz (UOP)	Tax exemption	Email
7/22/11	Garvey Su (UCLA Fundraising Chair)	Issues with IRS and fundraisers	Email
7/22/11	Bob Wikoff, Pete Horton	Foundation Voucher information	Email
7/22/11	Athena Zeng (UCSD Fundraising Chair)	Masquerade Ball logistics	In-Person
7/24/11	Hans Meimban, Kenneth Lee, Edwin Lee	CKI North/South logistics updates	Email
7/25/11	District Convention Committee	Donation letters	Email
7/25/11	Camille Goulet	Possibility of new banner patch, DFI buttons or window clings, ICON CNH pins	Phone
7/25/11	Treasurers & Fundraising Chairs	T/FC training session survey	Email
7/30/11	Lorsine Lai (USC Treasurer)	Check to PTP, using the MUC	Email
7/31/11	Rachel Mah (Foothill Treasurer)	Welcome to the TFC family (:	Email
8/01/11	Hans Meimban, Kenneth Lee, Edwin Lee	Final CKI North/South logistics	Email
8/01/11	Camille Goulet	??	Phone
8/02/11	Ruben Ruiz (District Awards Chair)	Treasurers Award	Email
8/02/11	Gerard Gaw (UCLA Fundraising Chair)	TV taping logistics/ERF	Email
8/03/11	Hans Meimban (CKI South Chair), Edwin Lee (CKI South Asst Chair)	CKI South logistics	Skype
8/03/11	Virginia Mac (District Publications Editor)	DSSS blurb for Sunburst	Email
8/08/11	Camille Goulet	Supply sales logistics, CKI North/South logistics	Phone
8/10/11	Lieutenant Governors	July LTG MRF Feedback	Email
8/11/11	CNH Presidents	Training for Treasurers & Fundraising Chairs	Email
8/11/11	David Rozul (Paradise LTG)	Fundraising ideas for Hawaii schools	Email
8/11/11	Hans Meimban	DSSS workshop materials	Email
8/12/11	EVERYONE	Event Request Form (ERF) rules	Email
8/13/11	District Convention Committee	DCON promo video filming	Email
8/14/11	Camille Goulet	Kiwanis District Treasurer	Email
8/15/11	Hans Meimban	Stanton Park update	Email
8/15/11	Camille Goulet	??	Phone
8/16/11	Kenneth Lee (CKI North Chair)	CKI North Logistics	Skype
8/17/11	Hans Meimban	CKI North scoring and registration date	Email
8/21/11	Brett Butler (District Governor)	Board updates (supply sales, CKI events, dues resources, club treasurers, FiFun committee)	Email
8/21/11	Ally Bogan (District Service Chair)	Food fundraiser at DSSS	Email
8/21/11	Xin Wei (District Tech Chair)	Fundraising meters and PayPal	Email
8/21/11	Kenneth Lee	Possible CKI North location in Davis	Email
8/22/11	EVERYONE	DFI manual revisions request	Email
8/22/11	Christopher Arrieta (Santa Ana Treasurer)	Welcome to the TFC family (:	Email
8/22/11	Hans Meimban, Camille Goulet	CKI South plaque	Email
8/22/11	Camille Goulet	CKI South plaque & entertainment	Phone
8/23/11	Dianne Horton	Circle K supply sales	Email
8/25/11	Kenneth Lee (CKI North Chair)	CKI North Logistics	Skype
8/25/11	District Board	Vouching for FTC/DCON registration	Email
8/25/11	Hans Meimban (UCR Treasurer)	Tax ID number	Email
8/25/11	Josephine Lukito (NY District Governor)	District Treasurer resources	Email
8/25/11	Hans Meimban, Kenneth Lee, Edwin Lee	CKI North/South registration forms	Email
8/25/11	EVERYONE	DFI Manual release	Email



8/26/11	Brett Butler (District Governor)	Issues with CKI North	Phone
8/27/11	Finance & Fundraising Committee	CKI North/South logo, FiFun Committee t-shirt	Email
8/27/11	Christian Tolosa (Foothill LTG)	Executive Assistant application	Email
8/29/11	Athena Zeng (UCSD Fundraising Chair)	Masquerade Ball logistics guide	Email
8/29/11	William Kim (UCSD Treasurer), Camille Goulet	Circle K Insurance	Email
8/29/11	SFSU Diella Lee (T), Jessica Hung (FC), Mikael Miller (P)	TFC Conference (preparation for the year)	Skype
8/29/11	UNLV Saissei Ta (T), Kevin Chiong (FC), Kevin Goble (P)	TFC Conference (club budget, membership form, dues info, payment plan issues, event planning, Kiwanis relations)	Skype
8/30/11	GCC Sela Khachikyan (T)	TFC Conference (recruitment, basic office duties)	Skype
8/30/11	SDSU Bryan Dang (T), Scott Frame (P)	TFC Conference (fundraising)	Skype
8/31/11	CSUEB Adrian Zuniga (T), Vigil Rapiz (P)	TFC Conference (dues money, DFI money, fundraising, recruitment, CKI North, FTC fundraisers)	Skype
8/31/11	CSULA Wendy Lee (T)	TFC Conference (bank account)	Skype
8/31/11	UCB Sooyun Choi (T), Grace Go (FC)	TFC Conference	Skype
8/31/11	UCLA Garvey Su (FC)	TFC Conference	Skype
8/31/11	UCLA Edwin Tang (T)	TFC Conference (dues, t-shirt money, insurance policy)	Skype
9/01/11	CSULB Michelle Huynh (T), Sean Nguyen (P)	TFC Conference (tax forms, Membership Update Center)	Skype
8/31/11	CSUN Steven Tran (T), William Tu (FC), Ariana Arestegui (P)	TFC Conference (treasurer duties, bank account, fundraising chair duties)	Skype
9/01/11	ECC Daniel Gonzalez (T)	TFC Conference (t-shirt companies)	Skype
9/01/11	EVERYONE	Treasurer & Fundraising manual release	Email
9/02/11	Wendy Lee (CSULA Treasurer)	Welcome to the family (:	Email
9/02/11	Michael Matsumoto (UNLV)	Helping with CKI North/South	Email
9/02/11	Claremont Colleges Evan Slovak (T), Felicia Grady (P)	TFC Conference (dues structure, club budget, fundraising tips)	Skype
9/02/11	CSUSM Gladys Moreno (T)	TFC Conference (club dues, advisor, fundraising chair)	Skype
9/02/11	Oxy CJ Cruz (T)	TFC Conference (club dues, fundraisers, interclubbing, bank account, reimbursements)	Skype
9/02/11	Sac State Julie Ton (T), Kim Nguyen (FC), Garrett Coyne (P)	TFC Conference (fundraising, dues submission, large-scale fundraiser)	Skype
9/02/11	Whitter Hannah Schaffer (T), Carlyn Werderman (P)	TFC Conference (dues)	Skype
9/03/11	CSUDH Christine Nguyen (T), Brandon Baello (P)	TFC Conference (FTC/DCON registration, dues)	Facebook
9/03/11	Fresno State Jessica Dao (T), Joann Dao (FC), Kevin Gordy (P)	TFC Conference (club password, FTC, dues)	Tinychat
9/03/11	UCD Triana Crighton (T)	TFC Conference	Skype
9/03/11	UH Hilo Sharonmae Longboy (T), Dennis Lin (P)	TFC Conference (dues)	Tinychat
9/03/11	UNR Nam Hoang (T)	TFC Conference (dues, membership form)	Skype



9/03/11	USC Lorsine Lai (T)	TFC Conference (dues)	Skype
9/04/11	Hans Meimban, Kenneth Lee, Edwin Lee	CKI North/South Playbook	Email
9/05/11	Hans Meimban	Judges' Manual	Email
9/05/11	Camille Goulet	CKI North/South (budget, entertainment, location, advertising), CSULA bank account, UNLV payment plans, FTC fundraiser times	Phone
9/06/11	Hans Meimban	CKI South backup location	Email
9/07/11	East Bay Circle K	Commuter fundraising ideas	Email
9/07/11	Saissei Ta (UNLV Treasurer)	Payment plan risks	Email
9/07/11	David Rozul (Paradise LTG)	CSUSM Fundraising Chair	Email
9/07/11	Karen Chen (FTC Chair)	FTC fundraiser logistics	Email
9/07/11	Christian Tolosa, Bruce Hennings, Camille Goulet	CSULA Kiwanis Club	Email
9/08/11	Christian Tolosa	Mt. SAC Treasurer	Email
9/10/11	Lieutenant Governors	August LTG MRF Feedback	Email
9/11/11	Brett Butler, Erin Szlagowski	CKI North approval, advertising	Email
9/11/11	Kenneth Lee	CKI North location	Email
9/12/11	Bruce Hennings	District Budget updates	Email
9/12/11	Karen Chen (FTC Chair)	FTC ad payments	Email
9/13/11	Kenneth Lee	Confirming CKI North location	Email
9/13/11	Briana Hollabaugh (Chapman Treasurer)	Circle K tax ID number	Email
9/16/11	Jessica Eto (Pierce College)	Treasurer resources/manual	Email
9/16/11	Camille Goulet	North clubs attending CKI South	Email
9/16/11	Hans Meimban, Kenneth Lee, Edwin Lee	Approval of CKI North/South budgets, costs, and locations	Email
9/16/11	ELAC Lily Zheng (T), Viola Pan (FC)	TFC Conference (dues, DFIs, ethics, fundraising)	Skype
9/17/11	UNR Nam Hoang (T)	TFC Conference (CKI registration, school funding)	Skype
9/17/11	Camille Goulet	Sending club IDs and passwords	Email
9/18/11	Ruben Ruiz (District Awards Chair)	DFI, DSI, ISI	Email
9/18/11	Brett Butler	Board updates	Email
9/18/11	UCSB Kevin Young-lai (T), Danny Leung (P)	TFC Conference (dues, DFI money, gas reimbursements, budget wishlists, fundraising, dues, funding, club budget, t-shirts)	Skype
9/19/11	Oxy CJ Cruz (T)	TFC Conference (membership materials, dues, fundraising, M-Ball, member retention)	Skype
9/19/11	UNLV Saissei Ta (T), Kevin Chiong (FC), Glen Cordero (FC)	TFC Conference (DFI money, DFIs, fundraising)	Skype
9/18/11	Kenneth Lee (FTC Workshop Chair)	FTC workshop application	Email
9/19/11	Amanda Paio (NSC President)	Treasurer information	Email
9/19/11	Xin Wei (District Tech Chair)	CKI North date change	Email
9/19/11	Camille Goulet	CKI North/South logistics, club passwords	Phone
9/20/11	District Board	District budget and reimbursements	Email
9/20/11	Nicole Pham (Mt. SAC Treasurer)	Introduction, conferences	Email
9/20/11	CSUF Geraro Mora (T), Stephanie Heydt (FC)	TFC Conference (fundraising, DFI money,	Skype



		suggestions)	
9/20/11	HPU Randolph Uclaray (T)	TFC Conference (school banking system, club updates)	Skype
9/20/11	UCLA Gerard Gaw (FC)	TFC Conference	Skype
9/20/11	UCSC Dannah Rosales (FC)	TFC Conference (fundraising tips)	Skype
9/22/11	UCI Goldie Tang (T)	TFC Conference (club ID/password)	Skype
9/22/11	CNH Presidents	Club ID and password requests	Email
9/22/11	Edwin Lee	Crazy Kompetition photos	Email
9/23/11	Hans Meimban, Brett Butler	CKI South promo video	Email
9/23/11	Santa Ana Chris Arrieta (T), Victor Bermejo (P)	TFC Conference (dues)	Tinychat
9/24/11	SDSU Bryan Dang (T)	TFC Conference (MUC info, tax ID)	Skype
9/24/11	UCLA Garvey Su (FC)	TFC Conference (fundraising brainstorming/tips)	Skype
9/25/11	Virginia Mac (District Publications Editor)	CKI North/South blurb	Email
9/25/11	Kenneth Lee	Crazy Kompetition game videos	Email
9/26/11	Camille Goulet	Updating advisor addresses on MUC, club passwords, FTC fundraisers	Phone
9/26/11	Hans Meimban, Kenneth Lee, Edwin Lee	CKI North/South packing list	Email
9/27/11	Gladys Moreno (CSUSM Treasurer)	Invoice help from Bruce	Email
9/27/11	UCSD Box Office, Athena Zeng (Masquerade Ball Chair)	Ticket sales for Masquerade Ball	In-Person
9/27/11	Armando Velazquez (MK RA), Michael Tung (MK LTG)	MUC problems with Santa Ana	Email
9/27/11	UCD Triana Crighton (T), Andrew Tom (P)	TFC Conference	Skype
9/28/11	UCLA Gerard Gaw (FC)	TFC Conference	Skype
9/28/11	Athena Zeng (M-Ball Chair)	Masquerade Ball promo package	Email
9/29/11	CNH Presidents	CKI North/South registration forms	Email
9/28/11	Hans Meimban, Kenneth Lee, Edwin Lee	CKI North/South logistics	Skype
9/29/11	TMCC Christina Le (Past LTG)	TFC Conference (student government issues)	Phone
10/01/11	UCSD William Kim (T), Athena Zeng (FC), Linda Wong (FC), Candace Chu (P)	TFC Conference (dues, fundraising updates, calendar)	In-Person
10/03/11	Hans Meimban, Kenneth Lee, Edwin Lee	Finalizing judges manuals	Email
10/04/11	Sinh Nguyen (Saddleback President)	Question about DFI	Email
10/05/11	EVERYONE	Crazy Kompetition training video	Email
10/05/11	Ginny Mullen (Membership Services Representative)	Updating club addresses and receiving membership materials	Email
10/05/11	Nam Hoang (UNR Treasurer)	Nevada schools competition	Email
10/05/11	Stanford Namir Shah (T), Amy Harris (P)	TFC Conference (fundraisers, club event updates)	Skype
10/06/11	UNR Nam Hoang (T)	TFC Conference (Membership Update Center)	Skype
10/06/11	EVERYONE	Crazy Kompetition promo video	Email
10/07/11	Kenneth Lee	CKI North detailed itinerary	Skype
10/09/11	Bruce Hennings, Karen Chen	FTC payment options	Email
10/09/11	Bryan Dang (SDSU Treasurer)	Question about dues deadline	Email
10/09/11	Xin Wei (District Tech Chair)	Updating DFI meters	Email
10/10/11	Lieutenant Governors	August LTG MRF Feedback	Email
10/10/11	UNR Nam Hoang (T)	TFC Conference (dues, using	Skype



		Membership Update Center)	
10/11/11	Karen Chen	CKI showdown at FTC	Email
10/11/11	Camille Goulet	CKI North recap, CKI South logistics	Phone
10/12/11	Bruce Hennings	Circle K clubs that paid for CKI North/South	Email
10/12/11	Hans Meimban	CKI South detailed itinerary	Phone
10/12/11	Miles Sunico (Mission President)	New Mission Treasurer	Email
10/12/11	CNH Presidents	CKI South final reminders	Email
10/12/11	FiFun Committee, District Board	CKI South setup help	Email
10/12/11	Kenneth Lee	CKI North follow-up/evaluations	Email
10/12/11	Christine Nguyen (CSUDH)	Proof of PTP	Email
10/12/11	Hans Meimban	Last-minute CKI South preparation	Email
10/12/11	Bruce Hennings	FTC receipt requests	Email

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Worked with Finance & Fundraising Committee to complete the official Treasurers & Fundraising Chairs Manual.
2. Worked with CKI North & South chairs to successfully execute Crazy Competition for Infants North & South!
3. Supply Sales successfully hosted at the Kiwanis Convention in August.
4. Selected 3rd DFI and released a manual on District Fundraising Initiatives (with the help of the Finance & Fundraising Committee).
5. Have been successfully holding Finance & Fundraising Committee meetings every week (or nearly every week).
6. Started creating weekly spreadsheets of my availability for treasurers, fundraising chairs, and presidents to schedule conferences with me and ask any questions they have about dues, fundraising, or anything else mentioned or not mentioned in the manuals created.

b. Top 5 Plans

1. Finalize plan for ensuring that all FTC attendees are dues-paid members.
2. Continue holding conferences with treasurers & fundraising chairs throughout the District.
3. Finalize fundraising ideas for Fall Training Conference.
4. Release a Finance & Fundraising Committee newsletter within the next month.
5. Research more on each DFI and distribute MORE resources to clubs so they can better-educate their members.

III. Resources Needed – N/A

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

GPS – provide just the right amount of information to get you to where you want to go
 Create Treasurers manual, refine Fundraising manual, start video resources like Dues-Processing Video.
CHALLENGE COMPLETED! The Treasurers & Fundraising Manual was released in September and has gone



through a few revisions. Every member of the Finance & Fundraising Committee has contributed at least one article to this manual, and I hope to expand the content of this manual throughout the rest of the year!

Rain Cloud – help clubs make it rain more by marketing DFI’s

Utilize FiFun Committee to make resource CD of DFI information. Increasing marketing for DFI’s and marketing in general will help to raise more funds.

CHALLENGE SEMI-COMPLETED! The Finance & Fundraising Committee researched each District Fundraising Initiative (after the 3rd DFI was selected), and their assignments were compiled into a DFI Manual that was distributed to all presidents, treasurers, and fundraising chairs. Still working to expand the amount of resources available to the District.

Brick Wall – help build up stronger and lasting foundation

Through fundraising and budgeting, work with newly-chartered clubs, clubs in debt, and smaller schools to build a stronger financial stability. Involves customized fundraisers and one-on-one counseling with treasurers to create a reasonable budget and effective fundraisers.

Started a “TFC Conference” system, where I create weekly spreadsheets via Google docs and send this link to treasurers, fundraising chairs, and presidents. These officers can schedule a conference time, and I would meet with them over Skype to discuss any questions they have about dues, fundraising, etc. It has been beneficial to include presidents, because they encourage their officers as well. Still trying to meet with the treasurers and fundraising chairs I have not yet met.

Spider Web – build stronger network between treasurers and fundraising chairs

To build a strong network, start a Treasurer & Fundraising reflector (and Facebook group) for treasurers, fundraising chairs, and FiFun to bounce ideas off each other.

The Google reflector has proved to be very useful for informational purposes, but the Facebook group could be better-utilized. I have been encouraging my Finance & Fundraising Committee to talk with different treasurers & fundraising chairs (TFC), and one way of doing this is creating a Fundraising Spotlight interview system, where each FiFun member is assigned to certain schools every two months, and they are responsible for contacting the TFC or president at that school and inquiring about different fundraisers they would like to submit for fundraising spotlight. Still trying to find better ways of getting TFC to interact with each other.

Chex Mix – everyone likes a different part; delicious collision of flavors!

Help treasurers, fundraising chairs, and FiFun Committee members find a passion in their position.

On the Finance & Fundraising Committee, I give them a variety of assignments, from group projects and interviewing TFC throughout the District to individual article-writing tasks and brainstorming for fundraisers. They each have their preference, and I try to make their position as enjoyable as possible. Talking to TFC through conferences and getting to know them on a personal level gives me a better idea of why they joined Circle K and what interest they have in their positions. I always encourage them to pursue fundraisers they want to plan, because I believe that is the best creative outlet as a TFC.

V. Announcements

Crazy Kompetition for Infants North & South would not have been successful without the support of all board members & clubs in the District. Thank you so much for contributing to PTP, and I hope everyone had a blast! (:

2011-12 Circle K General Fund Budget

		2011-12 Budget	2011-12 YTD	2010-11 Budget	2010-11 YTD
CASH RECEIPTS					
10.401.0	District Per Capita 1800 x \$9.00	\$16,200.00	\$248.50	\$12,600.00	\$17,657.00
10.417.0	International Convention	\$800.00	\$0.00	\$0.00	\$1,660.00
10.418.0	President's Retreat	\$1,250.00	\$1,490.00	\$1,250.00	\$1,128.00
10.419.0	Spring Training Conference	\$1,500.00	\$0.00	\$1,500.00	\$2,360.00
10.866.##	Supplies Sales at Conventions	\$900.00	\$0.00	\$1,200.00	\$1,287.02
10.440.20	Investment Income	\$400.00	\$25.54	\$400.00	\$392.15
	Total General Fund Receipts	\$21,050.00	\$1,764.04	\$16,950.00	\$24,484.17
DISBURSEMENTS					
<i>Administrative</i>					
10.541.0	Computer Software, Small Equipment & Conf. Calls	\$200.00	\$0.00	\$200.00	\$0.00
10.542.0	Telephone	\$400.00	\$0.00	\$400.00	\$389.93
10.542.05	Web Site	\$400.00	\$0.00	\$175.00	\$253.32
10.544.0	Office Supplies	\$200.00	\$0.00	\$150.00	\$198.76
10.546.0	Postage & Shipping	\$200.00	\$0.00	\$125.00	\$160.49
10.548.0	Printing	\$250.00	\$8.50	\$250.00	\$302.62
10.566.0	Annual Audit	\$580.00	\$0.00	\$565.00	\$565.00
10.579	Bank Charges	\$25.00	\$5.00	\$25.00	(\$10.00)
10.699.03	Service Leadership Dept. Expense (KDO Expenses)	\$2,200.00	\$575.00	\$2,200.00	\$2,187.50
	Total Administrative	\$4,455.00	\$588.50	\$4,090.00	\$4,047.62
<i>Officer & Board</i>					
10.582.0	Governor Travel & Administrative	\$2,250.00	\$825.50	\$2,250.00	\$1,840.19
10.588.0	Governor Travel (April-June 2012)	\$500.00	\$0.00	\$500.00	\$544.14
10.591.0	Secretary Travel & Administrative	\$450.00	\$12.35	\$450.00	\$163.39
10.592.0	Treasurer Travel & Administrative	\$750.00	\$39.96	\$750.00	\$689.35
10.595.0	Spring Training Conference	\$1,500.00	\$0.00	\$1,500.00	\$1,504.71
10.597.01	Board Travel to Hawaii	\$600.00	\$602.30	\$450.00	\$445.60
10.597.03	Incentive Program	\$1,250.00	\$0.00	\$300.00	\$95.79
10.598	President's Retreat Expense	\$1,000.00	\$1,001.35	\$1,000.00	\$996.45
10.650.0	Board Reserve	\$0.00	\$0.00	\$160.00	\$0.00
	Total Officer & Board	\$8,300.00	\$2,481.46	\$7,360.00	\$6,279.62
<i>Committee Expense</i>					
10.682.0	MD&E Chair	\$150.00	\$0.00	\$150.00	\$150.00
10.684	Foundation Training Funds Reimb.	\$0.00	\$0.00	\$0.00	\$0.00
10.685	Kiwanis Committee Expense	\$1,500.00	\$0.00	\$0.00	\$0.00
10.686	Membership Incentive Pins	\$0.00	\$0.00	\$0.00	\$560.00
10.690.0	Kiwanis Family Relations Chair	\$300.00	\$0.00	\$300.00	\$278.54
10.692.0	International Convention (New Orleans 2012)	\$1,400.00	\$0.00	\$450.00	\$2,548.17
10.693.0	Service Chair	\$200.00	\$0.00	\$200.00	\$200.00
10.693.05	Service Project Expenses	\$450.00	\$0.00	\$450.00	\$570.37
10.695.0	Tech Chair	\$50.00	\$0.00	\$50.00	\$0.00
10.697	Publication Editor's Expense	\$275.00	\$0.00	\$275.00	\$149.40
NEW	Awards Chair	\$50.00	\$0.00	\$50.00	\$0.00
10.698.0	Miscellaneous Expense	\$0.00	\$0.00	\$0.00	\$0.00
	Lt. Governor's Budgets	\$3,620.00	\$723.99	\$3,570.00	\$1,974.10
	Total Committee Expense	\$7,995.00	\$723.99	\$5,495.00	\$6,430.58
	Total Budgeted Disbursements	\$20,750.00	\$3,793.95	\$16,945.00	\$16,757.82
	Net Budgeted Revenue Over <Expense>	\$300.00	(\$2,029.91)	\$5.00	\$7,726.35
<i>Interfund Transfers</i>					
10.910.00	District Convention Profits	\$0.00	\$0.00	\$0.00	\$0.00
10.911.00	F.T.C. Profits	\$0.00	\$0.00	\$0.00	\$0.00
	Net Revenue Over <Expense>	\$300.00	(\$2,029.91)	\$5.00	\$7,726.35

2011-12 Circle K General Fund Budget

	2011-12 Budget	2011-12 YTD	2010-11 Budget	2010-11 YTD
<i>Lt. Governor's Travel & Office</i>				
10.601.0 Capital	\$550.00	\$251.46	\$550.00	\$242.08
10.602.0 Central Coast	\$350.00	\$58.75	\$310.00	\$0.00
10.603.0 Metro	\$400.00	\$33.70	\$400.00	\$105.00
10.604.0 Magic Kingdom	\$400.00	\$54.13	\$480.00	\$228.70
10.605.0 Paradise	\$350.00	\$100.49	\$240.00	\$240.00
10.606.0 Desert Oasis	\$450.00	\$225.46	\$470.00	\$470.00
10.607.0 Foothill	\$400.00	\$0.00	\$400.00	\$0.00
10.609.0 Golden Gate	\$720.00	\$0.00	\$720.00	\$688.32
Total Lt. Gov. Travel & Office	\$3,620.00	\$723.99	\$3,570.00	\$1,974.10
<i>Approved by Circle K District Board</i>				
<i>Other Revenue & Expense</i>				
10.843 District Project Income (DSSS & DLSSP)	\$0.00	\$6,579.00	\$0.00	\$5,981.00
10.844 District Project Income (Share Our Strength)	\$0.00	\$0.00	\$0.00	\$12,815.42
10.845 District Project Income (Japan Relief Fund)	\$0.00	\$0.00	\$0.00	\$794.85
10.846 District Project Income (PTP Fundraising Income)	\$0.00	\$60.41	\$0.00	\$27,185.27
10.846.01 District Project Income (Crazy Komp Income for PTP)	\$0.00	\$1,235.00	\$0.00	\$2,535.00
10.847 District Project Income Other	\$0.00	\$0.00	\$0.00	\$0.00
10.848 District Project Income (UNICEF)	\$0.00	\$0.00	\$0.00	\$9,368.04
10.851.01 District Project Expense (Crazy Komp Expenses)	\$0.00	\$0.00	\$0.00	(\$329.46)
10.852 District Project Expense (DSSS & DLSSP)	\$0.00	(\$675.11)	\$0.00	(\$4,708.46)
10.853 District Project Contribution (Share Our Strength)	\$0.00	\$0.00	\$0.00	(\$12,815.42)
10.854 District Project Contribution (Japan Relief Fund)	\$0.00	\$0.00	\$0.00	(\$794.85)
10.856 District Project Contribution (CNH Foundation for PTP)	\$0.00	\$0.00	\$0.00	(\$30,663.35)
10.858 District Project Contribution (UNICEF)	\$0.00	\$0.00	\$0.00	(\$9,368.04)
Total Other Income <Expense>	\$0.00	\$7,199.30	\$0.00	\$0.00
<i>Supplies Sales</i>				
10.866.01 Supplies Sales Mid-Year North	\$0.00	\$0.00	\$0.00	\$241.68
10.866.02 Supplies Sales Mid-Year South	\$0.00	\$0.00	\$0.00	\$270.13
10.866.04 Supplies Sales Key Club Convention	\$0.00	\$0.00	\$0.00	\$359.69
10.866.06 Supplies Sales Kiwanis Dist. Convention	\$0.00	\$0.00	\$0.00	\$617.56
10.876.10 Housing (KI Supply Sales)	\$150.00	\$0.00	\$0.00	(\$202.04)
Total Supplies Sales	\$150.00	\$0.00	\$0.00	\$1,287.02
Net Revenue Over <Expense>	\$150.00	\$5,169.39	\$5.00	\$7,726.35

Circle K Board Approval At DOTC



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

DISTRICT SECRETARY Board Report
Respectfully Submitted by **JONATHAN CAO-NGUYEN**

- I. **Your activities since last Board Meeting**
a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/23/2011	Magic Kingdom DCM		2
7/24/2011	Awards Judging	6	
8/3/2011	OC Fair		9
8/5-8/7	President's Retreat		48
8/18-8/20	District Summer Service Social	5	40
9/1/2011	Membership & Marketing Meeting		3
9/3/2011	Disneyland Half Marathon	12	
9/17/2011	Light the Night Walk	10	
9/21/2011	FTC Workshop Info Session		0.5
9/26/2011	UCSD General Meeting		1.5
9/26/2011	UCSD Yogurtworld Social		1
9/28/2011	San Diego Food Bank	4	
9/30/2011	Boys & Girls Club	4	
10/3/2011	UCSD General Meeting		1.5
10/8/2011	Crazy Kompetition for Infants North	10	
10/10/2011	UCSD General Meeting		1.5
10/15/2011	Crazy Kompetition for Infants South	10	
10/17/2011	UCSD General Meeting		1.5
10/19/2011	Spirit & Social Committee Meeting		1
10/19/2011	Membership & Marketing Committee Meeting		1
10/21/2011	CSUF Fall for 7/10 Split		4
10/22/2011	UCSD New Member Installation		4
10/24/2011	UCSD General Meeting		1.5
10/26/2011	Spirit & Social Committee Meeting		1
10/26/2011	Membership & Marketing Committee Meeting		1

Total Service Hours since Last Board Meeting: 61

Total Service Hours since April 1, 2011: 79.5



b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/19/2011	Jackelyn Rivera	Drafts for President Retreat	E-Mail
7/19/2011	Camille Goulet	Weekly Phone	Phone
7/21/2011	Armando Valzquez	Awards Judging	E-Mail
7/21/2011	Camille Goulet	Brief District Goals Discussion	E-Mail
7/21/2011	Brett Butler, Stefanie Chow, Virginia Mac	Contact at Leadership Academy	E-Mail
7/21/2011	Jackelyn Rivera	President's Retreat Important	E-Mail
7/23/2011	Stefanie Chow	Kiwanis Family E-Board	E-Mail
7/24/2011	Lisa Watson	Membership & Marketing Committee	E-Mail
7/25/2011	Brett Butler	DSSS Housing	E-Mail
7/26/2011	Camille Goulet	Weekly Phone	Phone
7/26/2011	Ally Bogan, Stefanie Chow, Diana Tran	Bi Monthly Service Spotlight	E-Mail
7/26/2011	District Board, Kiwanis Committee	Notes from District Meeting	E-Mail
7/27/2011	Kevin Arthur	UOP MRF Questions	E-Mail
7/27/2011	Jackelyn Rivera	Literature for Pres Retreat	E-Mail
7/28/2011	Doug Tu	DSSS Workshop Material	E-Mail
7/29/2011	CNH Secretaries	Summer Secretary Phone Conference	E-Mail
7/29/2011	Sherri Lummis	MRF	E-Mail
7/29/2011	Ashley Witzel	MRF	E-Mail
7/29/2011	Lauren Kim	CERFs	E-Mail
7/31/2011	Ally Bogan, Stefanie Chow, District Board	Service Spotlight	E-Mail
8/1/2011	Ally Bogan	DSSS Registration Paper	E-Mail
8/2/2011	Camille Goulet	Weekly Phone	Phone
8/1/2011	Jackelyn Rivera	President Retreat Material	Phone
8/1/2011	Stefanie Chow	DSSS Supply Sales	E-Mail
8/5/2011	CNH Secretaries	MRF Submissions	E-Mail
8/10/2011	Camille Goulet, Brett Butler	Draft of Meeting Minutes	E-Mail
8/13/2011	District Board, Presidents, Kiwanis Committee	Draft Meeting Minutes of July Board Meeting	E-Mail
8/15/2011	Brett Butler, District Board	DSSS Travel	E-Mail
8/16/2011	Camille Goulet	Weekly Phone	Phone
8/17/2011	Jackelyn Rivera	FAQ MRP	E-Mail
8/21/2011	Brett Butler	Update Emails	E-Mail
8/22/2011	Kyle Sipperly	Lisa Watson's Email	E-Mail
8/22/2011	Stefanie Chow	Secretary Budget	E-Mail
8/23/2011	Camille Goulet	Weekly Phone	Phone
8/24/2011	Stephanie Rivera	Looking Over Material	E-Mail
8/24/2011	Lisa Watson	Membership & Marketing	E-Mail
8/25/2011	District Board	D-Board Shirt	E-Mail



8/26/2011	Karen Chen	Posting in CNH President's Reflector	E-Mail
8/26/2011	Stephanie Rivera	District Mailing List	E-Mail
8/26/2011	Melinda Quach	MRF Question	E-Mail
8/27/2011	CNH Secretaries	Photos	E-Mail
8/27/2011	Lisa Watson, Membership & Marketing Committee Members	Upcoming Meeting and Ideas	E-Mail
8/27/2011	Candace Chu	CERF with more Kiwanis Family Lines	E-Mail
8/28/2011	CNH Secretaries	DFI & DSI Information	E-Mail
8/28/2011	Gary Deng	President Google Reflector	E-Mail
8/29/2011	CNH Secretaries, CNH District Board	DSSS Hours & President's Retreat Hours	E-Mail
8/30/2011	CNH Secretaries	Membership & Marketing Ideas	E-Mail
8/30/2011	Camille Goulet	Weekly Phone	Phone
8/31/2011	Jackelyn Rivera, Camille Goulet	MRP Rough Draft	E-Mail
9/1/2011	Lisa Watson, Membership & Marketing Committee	M&M Meeting Time	E-Mail
9/1/2011	Jackelyn Rivera	MRP Log & MRP Excel	E-Mail
9/1/2011	Lisa Watson	M&M Directives	E-Mail
9/1/2011	CNH District Board	Dates for Next Board Packet	E-Mail
9/3/2011	CNH Secretaries	MRF Deadline Reminder	E-Mail
9/4/2011	CNH Secretaries	MRF Due Tomorrow	E-Mail
9/5/2011	CNH Secretaries	MRF Submissions	E-Mail
9/5/2011	Lauren Kim	CERFs	E-Mail
9/6/2011	Camille Goulet	Weekly Phone	Phone
9/13/2011	Lisa Watson	M&M Meeting	E-Mail
9/13/2011	Camille Goulet	Weekly Phone	Phone
9/19/2011	Mt. Antonio CKI	Secretary	E-Mail
9/20/2011	UCI Circle K	Questions	E-Mail
9/20/2011	Kevin Arthur	Secretary Mailing List	E-Mail
9/20/2011	Camille Goulet	Weekly Phone	Phone
9/21/2011	Kenneth Lee	FTC Workshop Application	E-Mail
9/25/2011	Diana Tran, Karen Chen, Brett Butler	Split of Golden Gate	E-Mail
9/27/2011	Camille Goulet	Weekly Phone	Phone
9/28/2011	UCSD Circle K	Welcome	E-Mail
9/30/2011	Stefanie Chow	E-Board Contact List	E-Mail
10/2/2011	Karen Chen, Stefanie Chow, Brett Butler	E-Board Session	E-Mail
10/4/2011	Camille Goulet	Weekly Phone	Phone
10/4/2011	Brett Butler	DOPs	E-Mail
10/5/2011	CNH Secretaries	MRF Submissions	E-Mail
10/6/2011	District Board	Board Goals	E-Mail
10/11/2011	Camille Goulet	Weekly Phone	Phone
10/13/2011	Bruce Hennings	Name Plates	E-Mail



10/16/2011	District Board	Board Proposals/Reports	E-Mail
10/16/2011	CNH Secretaries	October Updates	E-Mail
10/18/2011	Camille Goulet	Weekly Phone	Phone
10/22/2011	Camille Goulet	Enrollment Verification	E-Mail
10/23/2011	Kenneth Lee	CKI 101 Workshop Outline	E-Mail
10/26/2011	CNH Secretaries	Countdown to MRF Deadline	E-Mail
10/26/2011	CNH Secretaries	Kiwanis Family	E-Mail
10/26/2011	District Board	Finalized Board Reports/Proposals	E-Mail
10/26/2011	Camille Goulet	New Member Status	E-Mail
10/29/2011	Jon Jon Junpradub	Board Report	E-Mail

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. 100% MRFs for June, July, August, and September
2. Bronze MRP status? Silver MRP status?
3. Successful Phone Conferences with Secretaries
4. Had two new re-established clubs turn in the MRF for first time
5. Making it into the International Membership & Marketing Committee
6. Successfully transferred to UCSD and new member of UCSD Circle K
7. Hosting workshops at Fall Training Conference

b. Top 5 Plans

1. 100% MRFs for the whole year
2. Secretaries Newsletter
3. Secretaries Manual
4. Updating Board Roster
5. Gold MRP
6. Send more update emails with Secretaries
7. More Feedback on the new MRF

III. Resources Needed

1. Encouragement with Deadlines for Clubs
2.
3.
4.
5.

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

- 100 % Monthly Report Forms



It's going well so far! I appreciate all of my club Secretaries for their hard work and their ability to rise above many tough situations that has happened! They are all awesome and I just wanted to say that I am so proud. Keep up the great work!

– Secretary Resources

I am still in the process of making these for the year. I want to complete the Secretary Manual by Winter Quarter. I also want to begin my Secretary newsletter!

– Upgrading Secretary Forms

Done! I upgraded the Club Event Report Form already by turning it into an Excel file rather than a word document. I also updated the Club MRF and the LTG MRF. Done that long ago.

– Accurate Reporting

Secretaries are reporting accurately at this point. There are revisions, but they are not too drastic to set off alarms.

– Resourceful for Club Secretaries

Always here, willing to help! =)

V. Announcements

My transition to UCSD has not been an easy one! With all the paperwork, the quarter system, and the new environment overall, its been difficult and I've been trying my best to stay above everything for this District. I will be picking up the pace soon since I'm slowly getting settled into my new school and even my new Circle K club (I really do hope they are starting to like me!). Overall, I've been great!

I have a few announcements.

- Be mindful of all deadlines, only six more months left in term to set an example for clubs.
- I will be emailing everyone in updating the District Roster. We have new clubs and new contact information of officers so I appreciate it if you respond to my messages about this.
- Enjoy the rest of the weekend and continue inspiring and teach the ways of Circle K to your clubs! =)
- District Totals since March 2011
- Total Service Hours: 45,987
- Total Admin & Social Hours: 78,491
- Total Funds Raised (Reported): \$39,596.63



CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

District Governor Board Report
Respectfully Submitted by **Brett Butler**

I. Your activities since last Board Meeting

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/26-31/11	Leadership Academy	3	30
8/5-7/11	President's Retreat		15
8/18-20/11	District Summer Service Social		15
8/24-28/11	Hawaii Visit (Zoo service, board trainer, club tabling)	3	10
9/14	PTP Doll Making	3	
9/17	Light the Night Walk	4	
10/9	Long Beach Marathon	5	
10/8	Crazy Kompetition for Infants North		8
10/15	Crazy Kompetition for Infants South		10
9/18	Metro Officer Training Conference		5
8/21	Paradise DCM		2
8/20	Key to College		2
9/7-8/11	Week of Welcome Tabling		6
9/13	OCC Meeting		1
9/9	Smorgasport	3	
9/26	UCSD Meeting		1
9/26	Yogurtworld fundraiser		2
10/18	OCC Meeting		1
10/18	UCI Korean BBQ Fundraiser		2
10/18	UCI New member installation		1

Total Service Hours since Last Board Meeting: 18

Total Service Hours since April 1, 2011: 38

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
Mondays	Camille Goulet	District Updates	Phone



Every other Monday		Subregion Updates	Phone
8/1	Lisa Watson		
8/1	Camille Goulet	Hawaii trip	E-mail
8/3	April Chan	Merced Circle K	Email
8/3	Stephanie Rivera	KFRF	Email
8/3	Jonathan Cao-Nguyen	Board Meeting Minutes	Email
8/3	Joseph Reguindin	CERFs	Email
8/3	Jackelyn Rivera	MRP FAQs	Email
8/4	Andrew Tom	Vouching for Leadership Academy	Email
8/4	Karen Chen	FTC Souvenirs	Email
8/4	Bruce Hennings	Hawaii Trip	Email
8/10	Crista Cabahug	Divisional Troubleshooting	Email
8/10	Camille Goulet	Kiwanis DCON Bio	Email
8/12	Jackelyn Rivera	President's Retreat Survey	Email
8/12	District Board	DSSS Travel and Stay	Email
8/12	District Board	Board Chat	Email
8/12	Jonjon Junpradub	Metro MRF	Email
8/13	Stephanie Rivera	KFRF	Email
8/14	Virginia Mac	Sunburst	Email
8/15	Tom Millham	Kiwanis DCON Bio	Email
8/22	Lisa Watson	Subregion Newsletter	Email
8/23	Stephanie Rivera	Key to college survey	Email
8/24	Stephanie Rivera	Email approval	Email
8/24	Karen Chen	FTC program	Email
8/24	Xin Wei and Ally Bogan	Service Spotlight	Email
8/24	Stefanie Chow	CKI Registration Forms	Email
8/28	Sarah Oda	Divisional Shirt Requirements	Email
8/29	Xin, Jonjon, Virginia, Christian	Update Questions	Email
8/29	Christian Tolosa	Executive Assistant	Email
8/29	Cody Schara	Club information	Email
8/29	Camille Goulet	GOV Background Check	Email
9/1	Sean Nguyen	Week of welcome	Email
9/1	District Board	Update Questions	Email
9/1	Jackelyn Rivera	Email Proofread	Email
9/1	Jonathan Cao-Nguyen	Board meeting dates	Email
9/4	Lisa Watson	CNH Website Article	Email
9/5	District board	Understanding our district	Email
9/5	Candace Chu	Presidents' reflector	Email
9/6	Lieutenant Governors	MRF Reminder	Email
9/9	Neil Yonzon	Pepsi refresh UCLA	Email
9/9	Xin Wei	UCLA website promo	Email
9/10	Ally Bogan	DLSSP Chair Application	Email
9/11	Vi Nguyen	UCSD Address	Email



9/11	Stefanie Chow	CKI South Forms	Email
9/11	Xin Wei	Committee Updates	Email
9/11	Donald Howard	Key to College Information	Email
9/12	Karen Chen	FTC Workshop Matrix	Email
9/16	Erin Szelagowski	CKI North	Email
9/17	Tom Ramirez	Metro Training Conference	Email
9/18	District Board	Board Chat	Email
9/19	Camille Goulet	Call with Melanie	Email
9/20	Steven Spriggs and Melanie Walters	LSSP Application	Email
9/20	Ally Bogan	DLSSP Chairs	Email
9/23	Stefanie chow	CKI South Video	Email
9/24	Andrew Tom	UC Davis newsletter	Email
9/24	Kay Kim	FTC Gov message	Email
9/24	Karen, Diana, JCao	Golden Gate Split	Email
9/25	Pete Horton	Kiwanis DCON Charges	Email
9/25	Virginia Mac	Sunburst GOV article	Email
9/25	UC Riverside Board	UCR Board Retreat	Email
9/28	Stefanie Chow	CKI Playbook	Email
9/30	Ryan Lara	UCR Board Retreat	Email
10/2	District Board	Board Chat	Email
10/2	Jackelyn Rivera	MDE Video and newsletter	Email
10/2	Karen, Stefanie, JCao	E-board Session	Email
10/2	Patrick Farris	CNH District Calendar	Email
10/2	Camille Goulet	Incentive Program	Email
10/2	Lauren Perkins	CNH Update	Email
10/2	Xin Wei, Kristine Le	Masquerade ball website promo	Email
10/3	Jonathan Cao-Nguyen	District operating procedures	Email
10/4	Joseph Reguindin	CERFs	Email
10/4	Karen Chen	FTC Workshops	Email
10/6	Camille Goulet	FTC payment	Email
10/6	Lieutenant Governors	LtG Reminders	Email
10/6	Ruben ruiz	Website Award	Email
10/6	Jonathan cao-Nguyen	District Goals	Email
10/6	Stefanie Chow	CKI Video	Email
10/6	David Rozul	Satellite Clubs	Email
10/6	Governor Olmstead	FTC Attendance	Email
10/12	Jackelyn rivera	Email approval	Email
10/13	Stefanie Chow	CKI South Setup	Email
10/13	Karen Chen	FTC Skit	Email
10/13	District Board	Update Questions	Email
10/13	Xin Wei	Generic Website	Email
10/14	CSULB Club Board	Kiwanis FTC Budget Proposal	Email
10/16	Karen Truong	UCI Website	Email
10/16	District board	Board Chat	Email



10/16	Karen Chen	FTC Program	Email
10/16	Bruce Hennings	FTC Meals	Email
10/17	Karen Chen	FTC Scripts	Email
10/18	District board	FTC Travel	Email
10/20	Bruce Hennings	FTC Meals	Email
10/20	Karen Chen, Camille Goulet	FTC Scripts	Email

II. Work Progress (Achievements & Plans)

a. Total Achievements

1. Getting people to turn in board updates as soon as possible.
2. Compiling MRFs and effectively reporting our District
3. Successful trip to Hawaii and developing their clubs
4. Establishing successful reporting habits
5. Successful District Events (DSSS, presidents retreat, CKI North and South)

b. Top 5 Plans

1. Keep up the board updates and provide feedback
2. Provide successful feedback for chairs to create successful events
3. Attend as many committee meetings as possible
4. Call Presidents throughout the district to help them get ready for the fall.
5. Begin a successful promotion of the Kiwanis Family Shadow Program.

III. Resources Needed

1. Committee reports
2. Board Updates
3. MRFs, Minutes, and Events
4. Website updates
5.

IV. District Officer Assessment

Please list the goals you submitted as an individual officer the beginning of your term, evaluate your progress on these goals, and identify what you will do between now and the end of your term in support of those goals.

- Get involved with International. Without a doubt, CNH is now more involved with International than ever before. We have several members in standing committees, several members in ad-hoc committees, team leaders for the international Large Scale Service Project, and of course our Sub-Region representative.
- Grow members. The recruitment season has been in full swing, now it's time for retention. I have seen a lot of growth in clubs, but some usual powerhouses are struggling.
- Kiwanis Family Growth. Haven't connected too much with my Kiwanis Family counterparts, but I have requested attendance to some upcoming events. Also talked to



Stephanie Rivera about promoting Shadow Day. Created a good companionship with Stanton Kiwanis for their amazing help at CKI South.
- Social Media Growth. The website is updated, but we need to work on drawing people to the website more.
-

V. Announcements

No more time for “what’s going to happen” because it’s happening now. CNH Circle K is in full swing and doing very well. I’ve heard the expression “a good problem to have” more times than I can count since the summer and it only shows the growth of our District. There have been a lot of accomplishments, but there is still a lot of work to be done.