
CALIFORNIA-NEVADA-HAWAII DISTRICT
Circle K International

November 3, 2017
District Board Meeting Packet

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

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CALIFORNIA-NEVADA-HAWAI'I DISTRICT
Circle K International

2017-2018 District Board of Officers
November District Board Meeting
Friday, November 3, 2017 at 1:30 PM
Old Oak Ranch, Sonora, CA

Agenda

- I. Call to Order** – Lawrence Sahagun, District Governor
- II. Flag Salute** – Mark Catolos, Sunset Lieutenant Governor
- III. Opening Thoughts** – Ivan Hoz, District Treasurer
- IV. Introduction of Guests** – Katelyn Duch, District Secretary
- V. Approval of Agenda**
- VI. Approval of Minutes**
 - A. Sunday, July 16, 2017 District Board Meeting
- VII. Approval Items**
 - A. District Large Scale Service Project, Hawai'i – Samantha Ruiz, Service Chair
 - B. District Large Scale Service Project, North – Samantha Ruiz, Service Chair
 - C. District Large Scale Service Project, South – Samantha Ruiz, Service Chair
 - D. Project Hawai'i – Ivan Hoz, District Treasurer
 - E. Transfer of Board Reserve Budget for Governor Travel – Lawrence Sahagun, District Governor
 - F. Governor's Project for Relief Funds for Las Vegas Tragedy – Lawrence Sahagun, District Governor
- VIII. Board Reports**
 - A. Chair Reports
 - 1. Communications and Marketing Chair – Jennifer Hoang
 - 2. District Convention Chair – Kim-Mai Hoang
 - 3. Fall Training Conference – Lindon Tran
 - 4. Kiwanis Family and Foundation Chair – Ana Chavez
 - 5. Member Recognition Chair – Esther Wang
 - 6. Membership Development and Education Chair – Helen Nguyen
 - 7. Service Chair – Samantha Ruiz
 - 8. Technology Chair – Denny Cao
 - B. Lieutenant Governor Reports
 - 1. Capital – David Duy Ngo
 - 2. Central Coast – Bill Truong
 - 3. Desert Oasis – Max Rico
 - 4. Foothill – Diana Mora
 - 5. Golden Gate – Ryan Tsao
 - 6. Magic Kingdom – Manuel Santiago

- 7. Metro – Joshua Nepomuceno
- 8. Paradise – Jesus Aguilar
- 9. Sunset – Mark Catolos
- C. Treasurer – Ivan Hoz
- D. Secretary – Katelyn Duch
- E. Director, Service Leadership Programs – Bruce Hennings
- F. District Administrator – Camille Goulet
- G. Governor – Lawrence Sahagun

IX. Upcoming Events

X. Announcements

XI. Closing Thoughts – Lindon Tran, Fall Training Conference Chair

XII. Adjournment – Lawrence Sahagun, District Governor

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

November 2017 District Board Meeting Packet

Minutes for Approval

CALIFORNIA-NEVADA-HAWAII DISTRICT
Circle K International

2017-2018 District Board of Officers
July District Board Meeting
Sunday, July 16, 2017 at 9:00 AM
Kiwanis Professional Center, Rancho Cucamonga, CA

Attendance

Lawrence Sahagun, District Governor
Katelyn Duch, District Secretary
Ivan Hoz, District Treasurer
David Duy Ngo, Capital Lieutenant Governor
Bill Truong, Central Coast Lieutenant Governor
Max Rico, Desert Oasis Lieutenant Governor
Diana Mora, Foothill Lieutenant Governor
Ryan Tsao, Golden Gate Lieutenant Governor
Manuel Santiago, Magic Kingdom Lieutenant Governor
Joshua Nepomuceno, Metro Lieutenant Governor

Jesus Aguilar, Paradise Lieutenant Governor
Mark Catolos, Sunset Lieutenant Governor
Jennifer Hoang, Communications and Marketing Chair
Kim-Mai Hoang, District Convention Chair
Lindon Tran, Fall Training Conference Chair
Ana Chavez, Kiwanis Family and Foundation Chair
Esther Wang, Member Recognition Chair
Helen Nguyen, Membership Development and Education Chair
Samantha Ruiz, Service Chair
Denny Cao, Technology Chair

Guests

Don Hull, District Convention Advisor and Technology Advisor
Grace Chi, Foothill Regional Advisor
Bruce Casenaz, CSU Fullerton
Angela Lagrada, CSU Fullerton
Serena Mann, CSU Fullerton
Henry Pham, CSU Fullerton
Jennifer Que, CSU Fullerton
Karl Yabes, CSU Fullerton Graduate
Eddie Castillo, CSU Long Beach
Alvin Nguyen, CSU Long Beach
Naomi Pham, CSU Long Beach
Russel de los Reyes, Cypress College
David Su, Cypress College

Ellie Bui, Irvine Valley College
Steven Diermissen, Los Angeles City College
Richard Tzul, Los Angeles City College
Sahara Velasquez, Los Angeles City College
Byron Urrutia, Los Angeles City College
Mariella Batacan, Orange Coast College
Davis Bui, Orange Coast College
Cristian Cadena, Orange Coast College
Ivy Dang, Orange Coast College
Katherine Hoang, Orange Coast College

Vi Hoang, Orange Coast College
Dylan Huynh, Orange Coast College
Allan Le, Orange Coast College
Kristin Kim Nguyen, Orange Coast College
Ngoc Nguyen, Orange Coast College
Julie Quan, Orange Coast College
Tommy Thach, Orange Coast College
Quan Vandinh, Orange Coast College
Yen Vo, Orange Coast College
Amanda Liao, Pasadena City College

May Van, Pasadena City College
Marco Alexi Sta Ana, Saddleback College
Renz Lane, Saddleback College
Gianna Ta, Saddleback College
Alex D. Nguyen, UC Irvine Graduate
Quilliam Hong, UC Riverside
Jason Terrazas, UC Riverside
Tanisha Tyler, UC Riverside
Melody Azani, UC San Diego
Ryan Luong, UC San Diego
Victoria Ortiz, UC San Diego
Jack Wang, UC San Diego

Executive Summary

The July 17, 2017 District Board Meeting was called to order at 9:00 AM by District Governor Lawrence Sahagun.

The board approved to withdraw items G and I from the meeting agenda, which were the Service Hours for Drivers Proposal and Update of the 2017-2018 District Board Goals.

The 2017 Crazy Kompetition for Infants, North location at Tahoe Park and budget was approved.

The 2017 Crazy Kompetition for Infants, South location at Stanton Park and budget was approved.

The District Awards proposal was approved. Some notable changes were the increase of points for the Distinguished Kiwanis Family Relations and Distinguished Membership Development and Education Awards, adding more supplement submission to the Distinguished Secretary Award, and removal of the Divisional Spirit Award to replace it with clubs' choice.

The 2017 District Convention Budget and Theme proposal was approved with Road Trip as the theme. Compared to last year, registration increased to \$150 to accommodate for the increased cost of meals.

The 2017 Fall Training Conference Budget and Theme proposal was approved with Safari as the theme. Compared to last year, the budget is an increase of \$2 while anticipating lower attendance.

The Membership Recognition Program proposal was approved with the removal of tiers, increase of service hours, changes made to the additional requirements, and "level-up" recognition system. An amendment was made to item 2 of the proposal, which was "Service Hours Requirement," in which members who achieve 35 service hours will be recognized, but will not achieve Membership Recognition Program level.

The Service Unity Day/Week proposal was approved with the date planned for the third week of October.

The District Board members gave their board reports.

L. Sahagun invited Immediate Past Subregion B International Trustee, Jennifer Que, to address the board.

The July 17, 2017 District Board Meeting was adjourned at 10:41 AM by L. Sahagun.

Minutes

- I. Call to Order** – Lawrence Sahagun, District Governor – 9:00 AM
- II. Flag Salute** – Ana Chavez, Kiwanis Family and Foundation Chair
- III. Opening Thoughts** – Ryan Tsao, Golden Gate Lieutenant Governor
- IV. Introduction of Guests** – Katelyn Duch, District Secretary
- V. Approval of Agenda**
District Governor Lawrence Sahagun entertained the motion to approve the agenda while removing item G, Service Hours for Drivers Proposal, and item I, Updated 2017-2018 District Board Goals.

Moved by Magic Kingdom Lieutenant Governor Manuel Santiago, and seconded by Capital Lieutenant Governor David Duy Ngo.

Motion Passed.
11 Ayes (unanimous), 0 Opposed, 0 Abstentions.
- VI. Approval of Minutes**
A. Sunday, April 30, 2017 District Board Meeting
L. Sahagun entertained the motion to approve the minutes from the April 30, 2017 District Board Meeting.

Moved by D.D. Ngo, and seconded by Sunset Lieutenant Governor Mark Catolos.

Motion Passed.
11 Ayes (unanimous), 0 Opposed, 0 Abstentions.
- VII. Approval Items**
A. Crazy Kompetition for Infants, North – Ivan Hoz, District Treasurer
District Treasurer Ivan Hoz went over the items and proposal for the event, explaining that it is the first district event of the school year. The District Finance and Fundraising (FiFun) committee preferred item 1, Tahoe Park, because it is cheaper and hosted the event before.

He explained that Chorley Park is \$300 and hasn't been done before.

The budget was explained with option 1 being the same since last year, but option 2 is an increase of \$1. The FiFun committee preferred option 1 as option 2 might deter members from attending.

L. Sahagun entertained a motion to approve Tahoe Park as the location.

Moved by I. Hoz, and seconded by Paradise Lieutenant Governor Jesus Aguilar.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

L. Sahagun entertained a motion to approve option 1 of the budget.

Moved by Central Coast Lieutenant Governor Bill Truong, and seconded by Foothill Lieutenant Governor Diana Mora.

Motion Passed.

10 Ayes (K. Duch, I. Hoz, D.D. Ngo, B. Truong, M. Rico, D. Mora, R. Tsao, M. Santiago, J. Nepomuceno, J. Aguilar), 1 Opposed (M. Catolos), 0 Abstentions.

B. Crazy Kompetition for Infants, South – Ivan Hoz, District Treasurer

I. Hoz noted that this event will take place the week after Crazy Kompetition for Infants, North. The proposal and budget are the same. He recommended option 1 for item 1, which is Stanton Park, because the location has been used in the past, while option 2 is much more expensive.

District Administrator Camille Goulet pointed out that the pricing should be the same for both Crazy Kompetition for Infants, North and South.

L. Sahagun entertained a motion to approve the items with Stanton Park as the location and the budget to remain the same.

Moved by I. Hoz, and seconded by M. Santiago.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

C. District Awards – Esther Wang, Member Recognition Chair

District Member Recognition Chair, Esther Wang, explained the proposal and the purpose for district awards.

L. Sahagun entertained a motion to approve items 2 (Individual Awards Certification), 5 (Distinguished Club Improvement Award), 6 (Distinguished

Divisional Excellence Award), 12 (New Member of the Year Award), and 14 (Outstanding Club T-shirt Award).

Moved by D. D. Ngo, and seconded by I. Hoz.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

L. Sahagun entertained a motion to approve item 1, which were general changes made to the District Awards.

Moved by M. Santiago, and seconded by J. Aguilar.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

L. Sahagun entertained a motion to approve item 3, which was the integration of the Master Records Sheet for certain awards.

Moved by Desert Oasis Lieutenant Governor Max Rico, and seconded by M. Catolos.

D. D. Ngo asked if we would have a section for divisional and district events.

- E. Wang said yes.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

L. Sahagun entertained a motion to approve item 4, which was a change made to the Distinguished Appointed Board Officer Award, in which all committee meetings are to be listed instead of at least 5.

Moved by D. D. Ngo, and seconded by M. Santiago.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

L. Sahagun entertained a motion to approve item 7, which were the changes of certain questions on the Distinguished Kiwanis Club Award.

Moved by J. Aguilar, seconded by Metro Lieutenant Governor Joshua Nepomuceno.

Golden Gate Lieutenant Governor, Ryan Tsao, proposed an amendment on item 7 bullet point 3 to add an essay portion for clubs that do not have any pictures available.

- Seconded by M. Catolos.
- Amendment Passed.

- 11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

L. Sahagun entertained a motion to approve item 8, which were changes made to the Distinguished Kiwanis Family Relations Award.

Moved by D. Mora, and seconded by B. Truong.

- District Kiwanis Family and Foundation Chair, Ana Chavez, requested the reasoning behind the increase of points in comparison to the Distinguished Membership Development and Education Award.
 - E. Wang said that because Kiwanis Family Chairs and Membership Development and Education Chairs are not allowed to apply for the Distinguished Appointed Board Officer Award, the District Member Recognition committee proposed to align the points required to win the award.
 - Since Distinguished Appointed Board Officer Award required 67 out of 100 points for clubs with 50 members or less and 75 out of 100 points for clubs with 51 or more to win the award, it would be 80 out of 120 points for clubs with 50 members or less and 90 out of 120 points for clubs with 51 members or more on the Distinguished Kiwanis Family Relations Award because it is 67% and 75% of the points respectively.
 - This same reasoning is used for the Distinguished Membership Development and Education Award.
- M. Catolos proposed an amendment to add an option for an essay in case there are no photos.
 - Seconded by M. Santiago.
 - Amendment Passed.
 - 11 Ayes (unanimous), 0 Opposed, 0 Abstentions.
- D. D. Ngo asked for a clarification about Key to College. Since there are clubs that co-host the event, would they be penalized if they submitted the same supplements?
 - E. Wang said that it would be up to the Kiwanians who judge the awards.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

L. Sahagun entertained a motion to approve item 9, which were changes made to the Distinguished Membership Development and Education Award.

Moved by B. Truong, and seconded by M. Santiago.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

L. Sahagun entertained a motion to approve item 10, which were changes to the Distinguished Secretary Award.

Moved by M. Catolos, and seconded by D. Mora.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

L. Sahagun entertained a motion to approve item 11, which was the removal of the application of the Divisional Spirit Award, and have voting done by one representative from every club at the spotlight table at Fall Training Conference and District Convention.

Moved by J. Nepomuceno, and seconded by M. Santiago.

Motion Passed.

11 Ayes (Unanimous), 0 Opposed, 0 Abstentions.

L. Sahagun entertained a motion to approve item 13, which were changes made to the Outstanding Newsletter Award.

Moved by M. Rico, and seconded by I. Hoz.

- District Communications and Marketing Chair, Jennifer Hoang, entertained an amendment to add what defines graphic standards on the cover page of the award.
 - C. Goulet clarified that J. Hoang cannot make a proposal, but can only entertain an amendment.
 - J. Aguilar proposed an amendment to add what defines graphic standards on the cover page of the award.
 - Seconded by J. Nepomuceno.
 - Amendment Passed.
 - 11 Ayes (unanimous), 0 Opposed, 0 Abstentions.
- D. District Convention Budget and Theme Proposal – Kim-Mai Hoang, District Convention Chair
- District Convention Chair, Kim-Mai Hoang, explained that we will be voting on the District Convention theme and budget. The themes the District Convention committee chose as their top three were: road trip, art, and enchanted fairytale storybook. They prefer road trip as their number one, with no preference between art and enchanted fairytale storybook as their second. She also explained the reason behind the

increase of registration, which is to accommodate the cost of meals. This year, they are basing the budget off of 845 attendees and 60 VIPs.

L. Sahagun entertained a motion to approve road trip as the theme for District Convention 2018.

Moved by J. Aguilar, and seconded by I. Hoz.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

L. Sahagun entertained a motion to approve the budget for District Convention 2018.

Moved by M. Rico, and seconded by I. Hoz.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

- E. Fall Training Conference Budget and Theme Proposal – Lindon Tran, Fall Training Conference Chair
- Fall Training Conference Chair, Lindon Tran, explained that he was seeking approval for the theme and budget. The themes Fall Training Conference committee decided for top three were: space, safari, and superheroes/comics. They recommend space for their theme with safari as their second choice. He also mentioned that the budget is an increase of \$2 while anticipating lower attendance.

L. Sahagun entertained a motion to approve space as the theme for Fall Training Conference 2017.

Moved by R. Tsao, and seconded by B. Truong.

- M. Rico pointed out that Circle K International at UC Riverside's event, Kids Rock Benefit Concert (K-Rock), is a pretty big district-wide event that is not actually a district event. They decided their theme to be space as well when the K-Rock committee was appointed in January 2017. Because the themes are too similar, he pointed out that there might be unnecessary comparisons, in which some members may refer K-Rock as "FTC 2.0," ultimately taking the spotlight away to be their own, unique event.

Motion Denied.

3 Ayes (B. Truong, R. Tsao, J. Aguilar), 7 Opposed (K. Duch, I. Hoz, D. D. Ngo, M. Rico, D. Mora, J. Nepomuceno, M. Catolos), 1 Abstention (M. Santiago).

L. Sahagun entertained a motion to approve safari as the theme for Fall Training Conference 2017.

Moved by M. Catolos, and seconded by M. Santiago.

- A. Chavez asked if safari has been used as a theme before for Fall Training Conference.
 - L. Tran said no.

Motion Passed.

9 Ayes (K. Duch, I. Hoz, D. D. Ngo, M. Rico, D. Mora, M. Santiago, J. Nepomuceno, J. Aguilar, M. Catolos), 1 Opposed (R. Tsao), 1 Abstention (B. Truong).

L. Sahagun entertained a motion to approve the budget for Fall Training Conference 2017.

Moved by M. Catolos, and seconded by M. Santiago.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

F. Membership Recognition Program Proposal – Esther Wang, Member Recognition Chair

E. Wang explained what the Membership Recognition Program (MRP) is, stating that it is the largest recognition on the district level. She proposed to change MRP to the way it was up until the 2013-2014 term, which was to remove the tiers, increase the service hours, and change the additional requirement for tags.

L. Sahagun entertained the motion to approve item 1, which was removal of tiers (Ruby, Sapphire, and Emerald).

Moved by M. Santiago, and seconded by J. Aguilar.

- D. Mora mentioned that the removal of tiers item is negatively impacting smaller clubs because of lack of resources.
 - E. Wang said which school the member decides to attend also decides what MRP requirements they have to complete to reach the same recognition as someone else from a different school.
 - D. D. Ngo said that members are limited to opportunities to go to service events if a club is not as well-established.
- A. Chavez asked E. Wang if this would help small, chartering clubs or discourage them.
 - E. Wang said that a chartering club president attended her office hours and that she was for the removal of tiers item in the proposal. The chartering president mentioned that it would encourage her members to go out to more events.

- J. Nepomuceno pointed out that when he reactivated Circle K at Pierce College, MRP was the last thing on his mind.
- D.D. Ngo said that there are smaller clubs that are still building a foundation and that they shouldn't be categorized the same way as a larger club.

Motion Passed.

9 Ayes (K. Duch, I. Hoz, B. Truong, M. Rico, R. Tsao, M. Santiago, J. Nepomuceno, J. Aguilar, M. Catolos), 2 Opposed (D. Mora, D. D. Ngo), 0 Abstentions.

L. Sahagun entertained a motion to approve item 2, which is the increase of the service hours requirement.

Moved by I. Hoz, and seconded by B. Truong.

- M. Santiago proposed an amendment for members who achieve 35 service hours to be recognized, but do not achieve a MRP level.
 - Seconded by M. Catolos.
 - I. Hoz asked if there will be physical recognition or paper awards presented at District Convention.
 - E. Wang responded that nothing has been decided yet.
 - A. Chavez asked how you would advertise this to the clubs.
 - E. Wang planned to have a webinar in November and promote these at Divisional Council Meetings, e-mails, and other social media platforms.
 - Amendment Passed.
 - 11 Ayes (unanimous), 0 Opposed, 0 Abstentions.
- M. Catolos asked how clubs that were at the Ruby level would be affected when they increase to the Gold level.
 - E. Wang said that it would definitely decrease MRP recipients, but it would encourage members to go out to more events. When they achieve a MRP level, they would feel more rewarded.
- D.D. Ngo asked how this would benefit the clubs in the Ruby level because they don't receive the opportunity to have 200 service hours.
 - E. Wang responded that we can encourage members to do more interclubbing within the divisions.
- B. Truong was wondering why some of the requirement tags increased compared to last year's MRP requirement tags.

- E. Wang said that we're aiming to do more webinars this year, which is why the webinar tags total increased. She also mentioned that members tend to go out to socials more on their own accord, which is why the social tags increased.

Motion Passed.

9 Ayes (K. Duch, I. Hoz, B. Truong, M. Rico, D. Mora, R. Tsao, M. Santiago, J. Nepomuceno, J. Aguilar), 0 Opposed, 2 Abstentions (M. Catolos, D. D. Ngo).

L. Sahagun entertained the motion to approve item 3, which were changes to the additional requirement tags.

Moved by J. Nepomuceno, and seconded by M. Catolos.

- J. Aguilar noted that on behalf of Hawaii, it would be hard for them to achieve additional requirements because of geographical and cultural issues. Members would achieve the service hours pertaining to the gold level, but would be unable to reach the additional requirement tags. He also said that he wanted everyone to know that although he did not have a solution at that moment, it was an issue.
 - D.D. Ngo asked if there was a list of certain requirements that Hawaii can achieve.
 - J. Aguilar responded that they can only attend District Convention to complete the District tag. The Circle K tag is hard to achieve because members are on different islands. Webinars are held during working time or school time at Hawaii.
 - E. Wang said that as a Lieutenant Governor, J. Aguilar can encourage and improve them with Membership Development and Education events and fundraisers.
 - D.D. Ngo said that there should be an equal opportunity for every club without any limitations.
 - E. Wang said that while taking into consideration that Hawaii cannot attend as many district and international events, there are still 12 other requirements they can meet.

Motion Passed.

8 Ayes (K. Duch, I. Hoz, B. Truong, R. Tsao, M. Rico, M. Santiago, J. Nepomuceno, M. Catolos), 0 Opposed, 3 Abstentions (D.D. Ngo, D. Mora, J. Aguilar).

L. Sahagun entertained a motion to approve item 4, which is the "Level-Up" recognition system.

Moved by M. Santiago, and seconded by B. Truong.

- M. Catolos said that now with item 2 being approved, how would it affect this item? Would it be counted as a rank as well?
 - E. Wang clarified that members who achieve the 35 service hours will not be recognized with the “Level-Up” recognition because they didn't achieve MRP.
- A. Chavez asked what kind of recognition they would receive.
 - E. Wang said that they will be recognized at Fall Training Conference and District Convention and give them pins to make it more meaningful.
- D.D. Ngo mentioned that it is unfair to members who achieve high hours last year, as if they reached their “peak,” and will not be able to receive this recognition.
 - A. Chavez said that the goal of this recognition system is to encourage members to have that drive to go out to more service events. Members who have “peaked” already had that drive.
- M. Catolos said that if there is an increase of service hour requirement, then it wouldn't be a problem for the Level-Up recognition.
- B. Truong believed that the recognition system would give members that drive to do more.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

G. Service Hours for Drivers Proposal – Lawrence Sahagun, District Governor
This item was withdrawn from the agenda when the board approved the motion under **“V. Approval of Agenda.”**

H. Service Unity Day/Week – Samantha Ruiz, Service Chair
District Service Chair, Samantha Ruiz, explained what this proposal entails, stating that it is an opportunity to unify members across the district through service. She also stated that she is planning to host this on the third week of October.

L. Sahagun entertained a motion to approve both items, Service Day and Service Week.

Moved by J. Aguilar, and seconded by I. Hoz.

- A. Chavez asked if the District Service committee has anything in mind to how many clubs may participate.
 - S. Ruiz mentioned that there will be a hashtag and the committee will use a website to see how many times the hashtag has been used.
 - L. Sahagun said that anything website-related should be the CNH Circle K website.

- B. Truong asked if clubs would be encouraging to include this in their service plans.
 - S. Ruiz said that it wouldn't be hard for service officers to encourage members to participate if they do plan the Service Unity Day.

Motion Passed.

11 Ayes (unanimous), 0 Opposed, 0 Abstentions.

- I. Updated 2017-2018 District Board Goals
This item was withdrawn from the agenda when the board approved the motion under **"V. Approval of Agenda."**

VIII. Board Reports

A. Chair Reports

1. Communications and Marketing Chair – Jennifer Hoang
 - a. J. Hoang thanked the gallery, District Board members, and Kiwanians for attending today. Since the last board meeting, she created the CNH Style Guide to help the district better understand graphic standards. She, along with a couple members from her committee, hosted a webinar to promote the Style Guide. She appointed her committee and a Sunburst Editor, who is from Cal Poly Pomona.
 - b. She has been working on resources for tabling manuals and publications guide.
2. District Convention Chair – Kim-Mai Hoang
 - a. K. M. Hoang has been working with her committee to narrow down to the top three themes, which was decided earlier. She had productive online committee meetings and held her first in-person. She created a timeline for the rest of the term and encouraged the rest of the Chairs to do the same as it does help a lot. She has been encouraging committee bonding so that they would work well with each other.
 - b. She will be working with her Media Chair to make sure promotions are ready and set to go. She will have an in-person in August and have a walkthrough at the venue, LAX Marriott, and finalize any documents by October.
3. Fall Training Conference Chair – Lindon Tran
 - a. L. Tran has been working with his committee to prepare items for the proposal that was discussed earlier. He has been in contact with his advisors and certain district board members. He has been focusing on trying to build off of past years' foundations. His committee members have been meeting with their predecessors and working on their goals.

- b. He will have a north in-person in August. He is working on forms to be ready to launch in September, and he is working on a publicity event.
- 4. Kiwanis Family and Foundation Chair – Ana Chavez
 - a. A. Chavez has appointed her District Kiwanis Family and Foundation committee since last board meeting. She did 2-on-1s with several clubs already. She has been talking with her counterparts in KIWIN'S and Key Clubs about their goals.
 - b. She is currently preparing for the Kiwanis Convention held in conjunction with the District Professional Development Conference. She will attend to promote Circle K to the Kiwanians. Lastly, she is preparing clubs in regard to Kiwanis events and how to recruit incoming college freshmen who were in KIWIN'S or Key Club.
- 5. Member Recognition Chair – Esther Wang
 - a. E. Wang has been working with the District Member Recognition committee on the proposals that were discussed earlier. She held several committee meetings and had one in-person to bond. Her divisional liaisons hosted one-on-ones with officers who are in charge of recognition.
 - b. She is working on the logistics for the Member Recognition Mondays (MR Mondays), which will open on July 17 and close on July 24.
- 6. Membership Development and Education Chair – Helen Nguyen
 - a. H. Nguyen appointed her committee since the last board meeting. She has been planning District Professional Development Conference. She released an application for members to host monthly webinars.
 - b. She has been working on resources for recruitment and retention, and she has also been working with the Communications and Marketing committee for tabling manuals and a video coming out soon. Lastly, she has been preparing a lot for this term.
- 7. Service Chair – Samantha Ruiz
 - a. S. Ruiz said her committee has been working hard and on the proposal since the last board meeting. She has been working on promotional materials, and also a service project for District Professional Development Conference.

- b. She and her committee are working on the service resource database on the CNH Circle K website. The database should be available soon. She has been hosting 1-on-1s with the service officers. She will be releasing resources soon. Lastly, she has been reaching out to service officers to help them personally and professionally.
- 8. Denny Cao – Technology Chair
 - a. D. Cao has been working on the website since the last board meeting. 2 districts event pages have been published and 2 webinars have been hosted since then. He uploaded a lot of resources. He mentioned that the web traffic increased when the district board packet was uploaded.
 - b. He has been working with mostly the Communications and Marketing committee to help promote Circle K on the website and on videos. He is looking forward to doing more web pages and to add more resources.
- B. Lieutenant Governor Reports
 - 1. Capital – David Duy Ngo
 - a. D.D. Ngo thanked the gallery for their attendance and willingness to listen to what the District Board had to discuss. Since the last board meeting, he released a divisional master calendar with all of his clubs' events and promoted it to other divisions so that members who are in the area can attend. He has been visiting sponsoring Kiwanis clubs and Divisional Council Meetings to establish a closer connection. He held board training conferences with his executive board officers to set goals; so far, a total of five 7-on-1 sessions. His divisional webinar "How to Circle K Over the Summer" was really successful.
 - b. He is moving to charter Circle K at Sacramento City College, and there is a possibility to charter two other clubs with interest of Kiwanis sponsors. He is working with the Capital Large Scale Service Project committee, as they were just appointed. He wants to continue to hold quality webinars and workshops every Divisional Council Meetings.
 - 2. Central Coast – Bill Truong
 - a. B. Truong thanked the gallery for their attendance. Since the last board meeting, he has hosted successful online Divisional Council Meetings. He started bi-weekly e-mails to his Presidents, which will include all other board officers starting in August. He released a divisional calendar, and he has been reaching out to his Kiwanis Family counterparts.

- b. He is currently planning a quad Divisional Council Meeting with Capital, Golden Gate, and Sunset divisions. Lastly, he is looking to re-charter a Circle K club at Cal Lutheran in late August.
- 3. Desert Oasis – Max Rico
 - a. M. Rico has been improving his Kiwanis Family relations since the last board meeting, in which he has met with seven Key Club Lieutenant Governors and attended Kiwanis Divisional Council Meetings. He stated that the reason why he is improving his relations with the Kiwanis Family is so that he would be able to make more connections for potential Circle K members for the schools he is in charge of. He attended University of Nevada, Las Vegas Circle K's board retreat and helped them out. He has been working a lot with his Divisional Leadership Team, especially with the social media platforms. He is happy about the representation of the Desert Oasis division in 8 out of 9 district committees. He worked with his Regional Advisor to draft out the Weekend of Awesomeness. Lastly, he has been getting more involved back at his hometown and working with the clubs there despite them not being in his division.
 - b. There is a potential charter for a Circle K club at University of Redlands and La Sierra. He will be working with the Circle K club at Crafton Hills College to train them in their positions. He plans to attend more Kiwanis Divisional Council Meetings in September.
- 4. Foothill – Diana Mora
 - a. D. Mora innovated the Foothill Families, and she has been personally encouraging social and interclub more with her clubs. She created a divisional resource with her Divisional Leadership Team, such as seasonal newsletters, a pen-pal system, and a calendar. Her office hours are called "Diana Dates," which are held weekly.
 - b. There is a joint office hour with Magic Kingdom on Monday, July 17th. She has been encouraging impactful service for the division to get the members more out there. She is currently developing a Foothill Executive Board Retreat. She has been developing her Kiwanis network by contacting Key Clubs and Kiwanians in her region. She mentioned that she has been interacting with Key Club Region 13 Lieutenant Governors. Lastly, she plans to continue to spread awareness about her division.
- 5. Golden Gate – Ryan Tsao
 - a. Since the last board meeting, R. Tsao has been holding seasonal one-on-ones with both his Divisional Leadership Team

and Presidents. In addition to that, he has also been holding regular Divisional Leadership Team meetings and Presidents' Council Meetings. He has had regular phone calls with his Regional Advisor, Joe Lee. He held an in-person Presidents' Council Meeting in June to discuss about term planning and goal setting. He established a calendar filled with division and Golden Gate clubs' events. He has held two Divisional Council Meetings so far, one in May and one in June in conjunction with the Sunset Division. His upcoming Divisional Council Meeting, which he is currently planning with Pittsburg Kiwanis, is on July 29th with Capital, Central Coast, and Sunset divisions in Pittsburg.

- b. He has been working on his Kiwanis Family network by attending banquets, Divisional Council Meetings, and meeting with Kiwanians. Lastly, he mentioned that there is a potential charter for a Circle K club at Contra Costa College.

6. Magic Kingdom – Manuel Santiago

- a. M. Santiago thanked the gallery for their attendance. He had a lot of divisional events and encouraged members to check out the calendar to see which ones has been done already. He increased online activity; he has finally decided on his weekly office hours name, which will be "Man, You Well? Mondays." His joint office hours with the Foothill division is on Monday, July 17th. He has been holding one-on-ones with the officers in his division and keeping them updated in the Magic Kingdom Board Officers Facebook group page. He congratulated the Magic Kingdom division for having such great representation on district committees.
- b. His clubs have been working hard to achieve the goals that they set. Weekend of Magic will be held the weekend at the end of July, and more information will be released. He mentioned that there are more fun events in August, which are currently in the process of being planned. He is ready to help his clubs recruit more members for Fall season. Lastly, he has been in contact with other Kiwanis Family members in his region.

7. Metro – Joshua Nepomuceno

- a. J. Nepomuceno mentioned that one of his goals is to promote fellowship throughout his division, and he has begun doing so by having weekly online hangouts called, "Metro Mingle." He implemented "Monster Union," which is a buddy system and is looking to be effective by the number of sign-ups he received. He has held monthly Divisional Council Meetings and one divisional fellowship event called, "Running Man." He released the "Metro Minute" and created a snapchat and an Instagram for the division.

- b. Lastly, he is looking to introduce Long Beach City College, a chartering club, to the Metro division.

8. Paradise – Jesus Aguilar

- a. J. Aguilar noted how proud he is of his division, for they won the spirit stick and fundraising stick at Spring Training Conference South. He hosted his first board trainer and first divisional service project, which was featured on the local news. He finished his divisional calendar and shared it with his Presidents so that they can start inputting their events.
- b. He has been helping the Key Club Lieutenant Governors in his region with their Officer Training Conferences. He has met 5 out of 7 Lieutenant Governors so far. The July Weekend in Paradise is currently being planned. He will be visiting Hawaii and helping them out with resources as well as host a Divisional Council Meeting there. Lastly, he is looking forward to the upcoming events.

9. Sunset – Mark Catolos

- a. M. Catolos mentioned that one of his goals is to promote interclubbing in the division. He had a couple of Divisional Service Projects, which he believed were successful. He held a joint Divisional Council Meeting with the Golden Gate division, and had the Kiwanis Family liaison host a Kiwanis Family workshop. He is very happy about having a representative from all schools in his division attending President's Retreat. He was able to get a full executive board for the Circle K at De Anza College, and they are currently working on planning for the fall.
- b. He is planning a divisional wide 24-hour service event with his Divisional Leadership Team. It is tentative for October, but may be moved because of a lot of events going on in that month. He is planning to restart the division's YouTube channel by fall. He is working to help charter a Circle K at CSU Monterey Bay, which has two willing sponsoring Kiwanis clubs to help. He is planning to help his clubs with tabling for fall. He will be doing additional training with the Circle K at Stanford University because he wants them to come out more. He is happy about their current President working well with him. Alongside D. D. Ngo, B. Truong, and R. Tsao, he is working on the quad Divisional Council Meeting. Lastly, he is working with his Divisional Leadership Team to plan a new divisional Membership Recognition Program along with the Shark of the Month.

C. Treasurer – Ivan Hoz

- a. Since the last board meeting, I. Hoz hosted a successful on-site fundraiser for Spring Training Conference (around \$1500 was raised). He has been holding one-on-ones for two weeks every two weeks.
- b. He has been working with the Finance and Fundraising committee to release new resources for the fundraising database, which will be used by Treasurers and Fundraising Chairs. A fundraising spotlight will be released soon, and it'll spotlight a fundraiser once per month. He has been working on coming up with new resources for the District Fundraising Initiatives (DFIs), especially for the American Foundation for Suicide Prevention since it is a new DFI this year. He will be releasing a fundraising guide to show how to plan a fundraising event. Lastly, he wants to push for more charitable fundraising.

D. Secretary – Katelyn Duch

- a. Since the last board meeting, K. Duch has been updating the Lieutenant Governor, Chair, and Club Monthly Report Forms so that they are all consistent. She cleaned up the District Bylaws and Operating Procedures so that they are up to date with the amendments and policies that were passed within the past year. She has appointed the Laws and Regulations committee, and they have been working on promoting the district documents to the general membership by the evaluation form released as well as submitting to the bi-weekly digests. She has been giving every club feedback for their Club Monthly Report Form since March.
- b. She plans to release a Secretary manual, and work with her committee on a manual about the district documents. She plans to continue regularly checking the Club Monthly Report Forms and give feedback where necessary. Lastly, she is planning to work with her committee more, to come up with new ways to promote the district and international official documents to the general membership.

E. Director, Service Leadership Programs – Bruce Hennings

- a. B. Hennings thanked the gallery for attending the district board meeting. He reminded the District Board Officers about the vouchers, which needs to be turned in 90 days from the event. He will unfortunately be missing President's Retreat, but he is looking forward to District Professional Development Conference. He thanked C. Goulet for the recognition for Don Hull. Lastly, he reminded everyone to put the room back together.

F. District Administrator – Camille Goulet

- a. C. Goulet thanked B. Hennings for spending another weekend with a SLP. She reminded members who are going to District Professional

Development Conference that Sparks, Nevada, is far away. It's a solid 2-3 hours away from Sacramento, so she wants everyone to make travel plans in order to be safe. She thanked the District Board members for their contribution this weekend. The approval of the proposals was a reflection of the energy and hours spent debating them. The recognition for Don Hull was for his 50th year of supporting Circle K.

G. Immediate Past Subregion B International Trustee – Jennifer Que

- a. J. Que announced that she is now retired, and the incoming Subregion B Trustee is not from the California-Nevada-Hawaii (CNH) district. She is Banna Tesfay from the Southwest District, currently attending Northern Arizona University. At International Convention (ICON), CNH received a lot of awards. There was also a successful election for the 2017-2018 International Board. She mentioned how there was no amendment about breaking ties at the House of Delegates for ICON.
- b. At ICON, the "Wash Program" was announced. It is a partnership with UNICEF and we will be concentrating on this for the next five years. She mentioned about a project in Haiti to educate about proper handwashing skills and hygiene because they don't have restrooms at schools. It aligns well with this year's District Service Initiative. Lastly, she thanked the District Board for the three months they worked together, and wished them best for the rest of the term.

H. Governor – Lawrence Sahagun

- a. Since the last board meeting, district committees were appointed and L. Sahagun has held 36 one-on-ones with his Presidents. He thanked the District Board for all of the work they've been doing; he sat in on the Chairs' committee meetings, and the Lieutenant Governors have been doing a great job working towards this weekend to reflect their clubs' goals.
- b. He will be doing a lot of club visitations until school starts. He asked for everyone to invite people to their events (there is an Event Report Form to fill out, which needs a three-week time period to be approved). He thanked C. Goulet for all of the work she has done, and all the support and assistance she gave. He is looking forward to the rest of the term. Lastly, he mentioned that for the first time, President's Retreat will have a 100% District Board attendance.

IX. Past Events

A. Circle K International Convention – Karl Yabes, Onto International Convention Chair

- a. K. Yabes announced that ICON was a success; there were a total of 36 attendees from CNH with 7 divisions represented. There was a

total of 24 awards won, which included the 2016-2017 District Board's awards. One amendment was passed at House of Delegates, which is that a board member on the International level cannot take part of the voting process when they are being removed. He announced who the 2017-2018 International Board were.

- b. ICON in 2018 will be in Chicago, Illinois from July 4th to July 7th. Lastly, he thanked everyone for his time on board.

X. Upcoming Events

A. President's Retreat in Lake Isabella, CA – July 21-23, 2017

- a. President's Retreat Chair, Alex D. Nguyen, said that his committee has been working hard for the past 3 months to put the event together. He reminded everyone to arrive on time, and to let him know if members cannot make it past the arrival time. There will be no cell service at the event site. Lastly, he reminded everyone that this event is to help Presidents to be prepared for the rest of the term.

B. District Professional Development Conference in Sparks, Nevada – August 4-6, 2017

- a. H. Nguyen reminded everyone about District Professional Development Conference, which is in conjunction with Kiwanis Convention. It's an event to develop professional and life skills and to talk to professionals and Kiwanians as well. There will be a service project, a Circle K mentoring session, workshops, and an etiquette dinner. The event was planned for 50 attendees, but there are over 60 registered members.

XI. Announcements

XII. Closing Thoughts – Diana Mora, Foothill Lieutenant Governor

XIII. Adjournment – Lawrence Sahagun, District Governor at 10: 41 AM

CALIFORNIA-NEVADA-HAWAII DISTRICT
Circle K International

November 2017 District Board Meeting Packet

Proposal Items

CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

District Large Scale Service Project (DLSSP) Hawai'i 2018 Proposal
November 2017 Board Meeting
Respectfully Submitted by **Samantha Ruiz, District Service Chair**

EVENT OVERVIEW

What: District Large Scale Service Project (DLSSP) Hawai'i 2018

When: Saturday, February 18th, 2018

Where: **Hawai'i Pacific University in Honolulu, HI & UH Manoa in Honolulu, HI:** 546 Kaaahi St.,

Honolulu, HI 96818 **or** 1970 Judd Hillside Rd., Honolulu, HI 96822

UH Hilo in Hilo, HI: 605 W Lanikaula St., Hilo, HI 96720

UH Maui in Wailuku, HI or Kahului, HI : 760 Kolu St., Wailuku, HI 96793 **or** 472

Kaulana

St., Kahului, HI 96732

Purpose: District Large Scale Service Project (DLSSP) Hawai'i was started during the 2016-2017 term with the hopes of promoting further service unity amongst all clubs of the California, Nevada, Hawai'i District of Circle K International by providing members living within the Hawai'i region to attend a DLSSP event for the very first time. One of the goals of DLSSP Hawai'i 2018 is to further strengthen the project's foundation in order to increase the impact and enjoyability of this event for all current and future members of Circle K clubs within the state of Hawai'i. This event will foster further fellowship and leadership through volunteerism while simultaneously giving clubs in Hawai'i an opportunity to participate in a large-scale service project that they would otherwise not have the opportunity to attend.

ITEMS FOR APPROVAL

- DLSSP Hawai'i Itineraries
- Date and Site Details

ITEM #1: DLSSP Hawai'i Itinerary

I. Tentative Itineraries

Please note that there are several different itineraries listed because different clubs would like to participate in a wide-variety of service projects that are offered at different times throughout the day. Regardless of the differences in specific service project times, all service projects will take place on the same date, February 17, 2018.

A. Itinerary (Tentative) for UH Hilo in Hilo, HI

4:00 pm - 4:30 pm: Check In/Sign In

4:30 pm - 5:00 pm: Opening Session/Project Briefing Video Provided by Service Committee and UH Hilo Executive Board Officers

5:00 pm - 7:00 pm: Service Project

7:00 pm - 7:30 pm: Clean Up

7:30 pm - 8:00 pm: Closing Session/Project Debriefing Video Provided by Service Committee and UH Hilo Executive Board Officers

B. Itinerary (Tentative) for UH Manoa in Honolulu, HI

8:00 am - 8:30 am: Check In/Sign In

8:30 am - 9:00 am: Opening Session/Project Briefing Provided by Service Committee and UH Manoa Executive Board Officers

9:00 am - 12:30 pm: Service Project

12:30 pm - 1:00 pm: Clean Up

1:00 pm - 1:30 pm: Closing Session/Project Debriefing Video Provided by Service Committee and UH Manoa Executive Board Officers

C. Itinerary (Tentative) for UH Maui in Wailuku, HI or Kahului, HI

11:00 am - 11:30 am: Check In/Sign In

11:30 am - 12:00 pm: Opening Session/Project Briefing Provided by Service Committee and UH Maui Executive Board Officers

12:00 pm - 3:00 pm: Service Project

3:00 pm - 3:30 pm: Clean up

3:30 pm - 4:00 pm: Closing Session/Project Debriefing Video Provided by

Service

Committee and UH Maui Executive Board Officers

ITEM #2: Date and Site Details

II. Event Date

A. DLSSP Hawai'i will be held on Saturday, February 17, 2018.

III. Registration

A. There will be both early and on-site registration options. All paperwork will be managed by the designated Executive Board Officer(s) of each club.

IV. Project Sites (Tentative)

Site Name(s)	Address(es)	Project Details	Capacity	Other Parties Involved (In addition to CKI members)

Location: Hilo, HI School: UH Hilo	605 W Lanikaula St., Hilo, HI 96720	-Pet therapy session -Making toys for the animals -Playing with the animals as a form of stress relief for both the students and animals	- Approximately 20 volunteers	-Pre-veterinary club at UH Hilo -UH Hilo dorm staff
Location: Honolulu, HI Schools: UH Manoa and Hawai'i Pacific University	546 Kaaahi St., Honolulu, HI 96818 or 1970 Judd Hillside Rd., Honolulu, HI 96822	-Institute of Human Services -Shelter clean up -Ronald McDonald House -Prepare food for families	- Approximately 20-30 volunteers for either site	Not Applicable
Location: Wailuku, HI or Kahului, HI School: UH Maui	760 Kolu St., Wailuku, HI 96793 or 472 Kaulana St., Kahului, HI 96732	-Maui Food Bank -Sort, pack, and distribute food -Hale Makua, Kahului -Help to provide care to Maui's elders	- Approximately 10 volunteers for either site	Not Applicable

At this point in the planning process, some Circle K Clubs in Hawai'i are in the process of gathering member input and other information that is important in selecting and confirming the final service project sites for DLSSP Hawai'i. The project sites above that have one or more locations/addresses listed are the options that club Executive Board Officers have narrowed their options down to. Confirmations will be made as the event gets closer and the Executive Board Officers of each club receive the information that they need in order to continue planning and finalizing the details of this project.

V. Themes

A. "The Colors of Service"

1. This idea is based on the Colors of Health, which is an initiative that aims to inspire and encourage Americans to eat a variety of fruits and vegetables in order to optimize overall health. This initiative focuses on five main colors— red, yellow/orange, white, green, and purple/blue.
2. Each club in Hawai'i is engaging in a service project that focuses on a different aspect of personal health— mental health, physical health, and social health. Through this theme, the different aspects of personal health present in these service projects can each be represented as a different color, which ultimately combine to produce a multicolor effort that highlights the importance of every aspect of personal health in contributing to good overall personal health, just as The Colors of Health highlights the importance of consuming enough food in the five different colors in order to achieve good nutritional health.
3. The Colors of Health is copyrighted, but because this theme will focus primarily on representing each aspect of health present in the service projects at this event in a different color as opposed to categorizing healthy foods based on their colors like The Colors of Health does, there shouldn't be a risk of copyright issues by using this theme.
4. Executive Board Officers can choose which of the five colors they would like their project to be represented by, and they can work with their club members to create their own unique promotional material based off of these colors.
5. The Facebook Event Page Banner can have each aspect of health represented in a different color with the type of service project and why maintaining good health in this specific area is important. The colors can have a gradient effect to represent the importance of unity between personal health factors and the overlap between all of the different aspects in order to produce one's overall health state.

B. Promotion

1. The District Service Committee will create a promotional video to advertise for DLSSP Hawai'i. This video will last for approximately thirty seconds to one minute and can be shown at club meetings as well as through social media.
2. The Executive Board Officers at each club will be asked to take pictures and/or videos of their clubs participating in DLSSP Hawai'i. Pictures and/or videos will also be taken at DLSSP North and South. After DLSSP North, South, and Hawai'i are over, the District Service Committee will compile all of this footage and compose a video in order to highlight the positive impact that was made on the communities of California and Hawai'i. This video may also be used to promote future DLSSP events.

I would also like to note that, due to the lack of need for us to provide project supplies or food for volunteers, there is no formal budget required for this project. The Executive Board Officers of each club have agreed to arrange their own lunch plans, including the costs of food, for their members as well as use their club funds in order to pay for any required project supplies if deemed necessary.

CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

District Large Scale Service Project (DLSSP) North 2018 Proposal

November 2017 Board Meeting

Respectfully Submitted by **Gavin Li, DLSSP North Chair**

EVENT OVERVIEW

What: District Large Scale Service Project (DLSSP) North

When: Saturday, February 17, 2018

Where: Roosevelt Middle School (1926 E 19th St, Oakland, CA 94606), East Oakland Pride Elementary School (8000 Birch St, Oakland, CA 94621), Roots Academy (1390 66th Ave, Oakland, CA 94621)

Purpose: District Large Scale Service Project North is an annual service project that brings together the northern half of the Cal-Nev-Ha Circle K District. It allows the participating members to work together and serve the community, while fostering fellowship among new & old friends and empowering their leadership through service.

ITEMS FOR APPROVAL

- DLSSP North Itinerary
- Budget
- Date: February 17, 2018

ITEM #1: DLSSP North Itinerary

I. Itinerary (Tentative)

6:30am - 8:00am	Service Committee + District Board check-in & setup
8:00am - 9:00am	Check in and opening session (brief project introduction)
9:00am - 9:30am	Travel to new project site
9:30am - 12:00pm	Work shift 1
12:00pm - 1:00pm	Lunch
1:00pm - 3:30pm	Work shift 2
3:30pm - 4:00pm	Clean up
4:00pm - 4:30pm	Travel back to main site
4:30pm - 5:00pm	Closing session & Last Minute Clean-up

II. Job Descriptions

- a. Helping teachers with their classrooms (30 volunteers)
- b. Painting inspirational quotes murals (10 volunteers)

- c. Painting lockers (35 volunteers)
- d. Removing tape from lockers (10 volunteers)
- e. Cleaning up and reorganizing a storage room (10 volunteers)
- f. Cleaning up and reorganizing a supply room (10 volunteers)
- g. Repurposing a detention room (10 volunteers)
- h. Clean up the perimeter around the schools (10 volunteers)
- i. Gardening (10 volunteers)
- j. Moving pennants around the school (beautification) (5 volunteers)
- k. Remove rust from the school's main entrance (5 volunteers)
- l. Reorganizing a book room (10 volunteers)
- m. Teacher appreciation tabletop service projects (15 volunteers)
- n. Bookmark making tabletop service project (15 volunteers)
- o. Health-related coloring booklet tabletop service project (15 volunteers)

ITEM #2: Budget

I. Expenditures/Donations

- a. Food
 - i. Lunch: Pizza (Costco: Cheese/Pepperoni/Combo)
 - a) Drink: Water
 - b) Vegan Option: Purchase salads for those who indicate they are vegan
 - ii. Snacks:
 - a) Bagels
 - b) Chips
 - c) Granola bars
 - d) Drink: Water
- b. Supplies/Tools
 - i. 25 gallons of Paint + Primer
 - ii. 10 gallons of rust remover
 - iii. 500 Pieces of Paper
 - iv. 3 boxes of latex gloves
 - v. 40 Paint brushes
 - vi. 15 rolls of tape

II. Registration & Expenses

- a. Registration Cost: \$5
- b. Circle K Waivers & Code of Conducts will be requested to be submitted with registration fee
- c. Registration due date will be determined after talking to Camille Goulet, Robert Chirk, and/or Bruce Hennings.
- d. Registration fees will pay for Lunch, Snacks, & Water.
 - i. Example Projection: 200 attendees

- ii. $\$5 \times 200 = \1000 (Total Expected Funds)
- iii. Lunch
 - a) Pizza: 10 slices @ $\sim \$11$
 - (1) $50 \text{ Boxes} \times \$11 = \$550 \rightarrow 500 \text{ slices, } 2.5 \text{ slices per person}$
- iv. Snacks
 - a) Bagels: Will try to get donations from Noah's Bagels
 - (1) Otherwise, pricing for bagels:
 - (a) Bagels: 12 count at $\$6$
 - (i) $9 \text{ bags} \times \$6 = \$54 \rightarrow 108 \text{ bagels}$
 - (2) Philadelphia Cream Cheese: 48 servings at $\$6$
 - (a) $4 \text{ tubs} \times \$6 = \24
 - b) Chips: 1 box of 54 bags for $\$25$
 - (1) $2 \text{ boxes} \times \$25 = \$50, 108 \text{ bags}$
 - c) Granola bars: 1 box = 60 bars; 1 box = $\$11$,
 - (1) $4 \text{ boxes} \times 11 = \$44, 240 \text{ bars}$
 - v. Water
 - a) 40 pack at $\sim \$4.50$
 - b) $15 \text{ cases} \times \$4.50 = \$67.5 \rightarrow 600 \text{ bottles, } \sim 3 \text{ bottles per volunteer}$
 - vi. Latex Gloves
 - a) 100 pack at $\$12$
 - b) $3 \text{ packs} \times \$12 = \36
 - vii. Rust Remover
 - a) 1 gallon at $\$25$
 - b) $10 \text{ gallon} \times \$25 = \$250$
 - viii. Paint
 - a) 1 gallon at $\$25$
 - b) $25 \text{ gallon} \times \$25 = \$625$
 - ix. Paper
 - a) 1 box of 500 pieces at $\$75$
 - b) $1 \text{ box} \times \$75 = \75
 - x. Tape
 - a) 1 rolls of tape = $\$5$
 - b) $15 \text{ rolls} \times \$5 = \$75$
 - xi. Paint brushes
 - a) 1 paint brush = $\$2$
 - b) $40 \text{ paint brushes} \times \$2 = \$80$

Total Cost: $\$1930.50$

ITEM #3: Date and Site Details

- I. Event Date and Time**
 - a. Date: February 17, 2018
 - b. Time: 8:00am - 5:00pm
- II. On-Site Registration**
 - a. There will be no on-site registration, unless the expected number of volunteers is not met. It will be an informal system that will be handled on a case-by-case basis by Samantha Ruiz, Gavin Li, or Arlene Anguiano.
 - b. Spots may open up if there are last minute drops from the event.
- III. Opening Session, Registration & Closing Session**
 - a. Registration and Closing Session will both occur at East Oakland Pride Elementary School.
 - b. Volunteers will first travel to EOP and register, before getting their project site assignments, after which they will depart in the car they arrived in and head to their new project site.
 - c. After cleanup, the volunteers will return to EOP in the same car that they left for the closing session.
 - d. The drive from EOP to Roosevelt Middle School is approximately 15 minutes.
 - e. The drive from EOP to Roots Academy is approximately 8 minutes.
- IV. Lunch Locations**
 - a. Lunch will take place at each of the three sites, with members of the District Service Committee delivering the food to each site.
 - b. Each site will have a cafeteria, where lunch will be served.

CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

District Large Scale Service Project (DLSSP) South 2018 Proposal
November 2017 Board Meeting

Respectfully Submitted by **Henry Pham, DLSSP South Chair**

EVENT OVERVIEW

What: District Large Scale Project South

When: February 25th, 2018

Where: Orange County, CA

Purpose: To unite all of the members from the south side of CNH, and foster compassion and goodwill towards others through service and leadership. By working together we hope to create a better environment in which students, teachers, and all individuals can thrive and learn.

ITEMS FOR APPROVAL

- DLSSP South
- Budget
- Date: February 25th, 2018

ITEM #1 DLSSP South

A. *Itinerary

6:00AM-7:30AM Set-up by District Board, Service Committee, and South Team

7:30AM-8:45AM Check-In

8:45AM-9:00AM Opening Session

9:00AM-9:30AM Drive to Project Site

9:30AM-12:00PM Service- Work Session 1

12:00PM-1:00PM Lunch

1:00PM-3:00PM Service- Work Session 2 & Clean-up

3:00PM-3:30PM Drive Back to Check-In Site for Closing Session

3:30PM-3:45PM Closing Session

3:45PM-4:30PM Last Minute Clean-up

*Should we go with Option 1 (Preferred) as described below, all sites will have the same schedule. Should we go with Option 2, the schedule will only vary slightly with work sessions, as it will be up to the discretion of Bolsa Chica Conservancy Staff. However, the start and end times for service will not change.

B. Job Descriptions

- a. Bolsa Chica
 - i. Removing invasive species
 - ii. Planting new plants
 - iii. Watering various plants
 - iv. Transporting water
- b. Schools
 - i. Repainting old walls
 - ii. *Repairing fences
 - iii. *Will be filling/covering large holes in athletic fields created from bulldozing
 - iv. Trash pickup
 - v. Planting new plants
 - vi. Installing weedkiller mat
 - vii. Adding mulch

*In regards to repairing fences, we will be receiving support from the school. The Softball Coach will be providing guidance on how he would like them to be repaired. We will also be receiving guidance in regard to filling the hole in the athletic fields.

ITEM #2 Budget

A. Expenditures/Donations

- a. Food
 - i. Lunch: Pizza (Costco: Cheese/Pepperoni/Combo)
 - 1. Drink: Water
 - 2. Final Vegan Option TBA
 - a. One vegan option is to purchase salads for those who indicate they are vegan.
 - ii. Snacks:
 - 1. Granola Bars
 - 2. Bananas
 - 3. Apples
 - 4. Oranges
 - 5. Peaches
 - iii. Drink: Water
- b. Supplies
 - i. 25 Gallons Paint + Primer
 - ii. Paint Rollers (70)
 - iii. Paper Drop Cloth: 3 Rolls (12" x 1000')
 - iv. Basic Gardening Tools (will be provided for)
 - 1. Shovels
 - 2. Pickaxes
 - 3. Gloves
 - 4. Hoes

B. Costs

- a. Registration Fee: \$5
 - i. Estimated # of Attendees (400) * Registration Fee = \$2,000
 - 1. Will primarily be used for food/water
 - 2. Any excess will go towards purchasing supplies
 - ii. Last Year's Tomorrow Fund \$600
 - 1. Will be used to purchase supplies
 - iii. Total Expected Funds ~\$2,600
- b. Snacks
 - i. Granola Bars (~\$11 for 60 bars/ Feeds 60 people)
 - 1. 400 Volunteers * (\$11/60 people)=~\$73
 - ii. Apples (\$1.50/pound = ~3.5 Apples) * 100 Apples = \$42
 - iii. Bananas (\$0.70/pound= ~3 Bananas) *200 Bananas = \$47
 - iv. Oranges (\$1.20/pound ~3 Oranges) *100 = \$40
 - v. Peaches (\$1.30/pound=~3 Peaches) *100=\$43
 - vi. Total: \$245
- c. Lunch
 - i. Pizza (~\$11.00 for 10 Slices/ Feeds 4 people at 2.5 slices per person)
 - 1. 400 Volunteers * (\$11/4 people) = ~\$1100
- d. Water
 - i. ~\$5 for 24 pack /One pack supplies enough water for 6 people at 4 bottles per person
 - 1. 1 bottle for Lunch and 3 bottles for Labor Based Rehydration
 - 2. 67 cases * \$5 = \$335
- e. Total Food/Water Costs: \$1680 -> \$320 Will be allocated towards either Supplies or will be used as Safety net should attendees go over 400
- f. Paint
 - i. (~\$25/gallon)*20 gallons = \$500
- g. Paint Rollers(70)
 - i. Will be borrowed from the organization, The Mission Continues
- h. Paint Roller Covers (70)
 - i. ~\$2/roll * 70 rolls = \$140
- i. Paper Drop Cloth(12" x 1000') * 3 Rolls = \$48.90

Total Costs for Food/Water and Supplies: \$2,368.90

ITEM #3 Project Sites and Details

- A. Date and Time
 - a. Date: February 25th, 2018
 - b. Time: 7:30AM-4:30PM
- B. On-Site Registration
 - a. On site registration will not be necessary unless we have not reached full capacity for this event.
- C. Registration
 - a. Location: La Quinta High School
 - b. Opening Session, Breakfast, Lunch, and Closing session will all be hosted here.
- D. Project Sites
 - a. *Option 1 (Preferred)
 - i. El Modena High School
 - 1. 3920 E Spring St, Orange, CA 92869
 - 2. Approximately 11 miles from La Quinta HS
 - 3. Sending 200 volunteers
 - a. 75 Painting Walls
 - b. 75 General Cleanup (Trash, Dirt/Vandalism Removal, etc.)
 - c. 30 Nature Center
 - d. 20 Miscellaneous Gardening outside Nature Center
 - ii. La Quinta High School
 - 1. 10362 W McFadden Avenue, Westminster, CA 92683
 - 2. Main Site
 - 3. Sending 200 volunteers
 - a. 75 Softball and Baseball Fields
 - b. 75 Painting
 - c. 50 Cleaning
 - b. Option 2 (Backup)
 - i. El Modena High School
 - 1. 3920 E Spring St, Orange, CA 92869
 - 2. Approximately 11 miles from La Quinta HS
 - 3. Sending 100 volunteers
 - a. 50 Painting
 - b. 50 Cleanup
 - ii. La Quinta High School
 - 1. 10362 W McFadden Avenue, Westminster, CA 92683
 - 2. Main Site
 - 3. Sending 100 volunteers
 - a. 50 Athletic Field
 - b. 50 Cleaning
 - iii. Bolsa Chica Conservancy
 - 1. 3842 Warner Avenue, Huntington Beach, CA 92649
 - 2. Approximately 8 miles from La Quinta HS
 - 3. Sending 100 volunteers

- a. Specific Tasks assigned on site
- iv. Orange Unified School District
 - 1. Address: List of Elementary School within the Orange County pending information from superintendent
 - 2. Sending 100 volunteers

*It should be noted that the item with an asterisk is pending confirmation from the service project coordinators. If the sites, projects, and number of volunteers are approved, we will pursue Option 1 for DLSSP South 2018. If the sites, projects, and number of volunteers are not approved, we will most likely pursue Option 2 for DLSSP South 2018.

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Project Hawai'i 2017 Proposal

November 2017 Board Meeting

Respectfully Submitted by **Ivan Hoz, District Treasurer**

EVENT OVERVIEW

Crazy Kompetition, Hawaii – UH Maui College

The University of Hawaii, Maui College (UHMC) will be holding Hawaii's first Crazy Kompetition, open to students and faculty of the University of Hawaii, Maui College. Teams must submit \$5 per person (max ten people) to enter a competition and sign waivers. UHMC is working with their Student Government (SG) and Student Activities Council (SAC) to make an all-inclusive day of fun and activities. The event will model Crazy Kompetition North and South. This event will be in February unfortunately.

Tante's Island Gala – UH Maui College

UH Maui College, in conjunction with the Kiwanis Clubs of Kahului, Valley Isle, and Maui clubs, as well as they Key Clubs of Maui High School, Baldwin High School, and King Kekaulike High School will host a gala at Tante's Island Cuisine, at the Maui Seaside Hotel. They will host a dinner for guests of the restaurant. UH Maui College will also invite members of the community, faculty and staff, and also Kiwanians to come enjoy and learn about PTP. A percentage of sales will be given to the PTP fund, according to recent talks with owner, Tante.

ITEMS FOR APPROVAL

- **Item #1:** Location for Project Hawai'i (Option 1, Crazy Komp Hawai'i/Option 2, Tantes Island Gala)
- **Item #2:** Event Budget & Registration Costs

ITEM #1

LOCATION

Option 1: University of Hawai'i, Maui College (UHMC)

Reservation Cost: \$0

UHMC great lawn. Open space. Centralized in the UHMC campus. This area has successfully hosted a number of large non CKI campus events in the past.

Option 2: Maui Seaside Hotel

Reservation Cost: \$0

Tante's Island Cuisine is Maui's top restaurant, located at the Maui Seaside Hotel. Averaging a total of two hundred guests per day. It is also home to many Kiwanis Events as well.

ITEM #2

PRICING

Option 1, (Committee Choice):

- Early registration team fee: \$25
- Early registration individual fee: \$5
- On-site registration team fee: \$30
- On-site registration alternate/individual fee: \$6.00
- Spectators/Guests: \$2.00
- Judges: Free

	Maui, HI	
	UHMC Great Lawn	
	Income	Expense
REGISTRATION		
Early (20 teams @ \$25)	\$500	
Late (3 teams @ \$30)	\$90	
spectators (10 judges @ \$2)	\$20	
Location		\$0
Games		\$50

Lunch (provided by campus)		\$0
Water / Snacks (provided)		\$0
TOTAL	\$610	\$50
	\$560	

Option 2:

PROJECT HAWAII - UH MAUI COLLEGE (OPTION 2)	Kahului, Mau, HI		
	Tante's Island Cuisine		
Expenses			
Reservation Costs		\$ 200.00	
Total Expenses			\$ 200.00
Generated Income			
Per Plate, Average Cost	\$ 20.00		
Profit Received per plate sold (given to PTP)	\$ 7.00		
Generated Future Income			
Average Customers (on Friday 8 AM - 10 PM)*	350		
Profit Received per plate sold (given to PTP)	\$ 2,450.00		
Total Projected Income Received			\$ 2,450.00
TOTAL PROJECTED INCOME RECEIVED			\$ 2,450.00
LESS: TOTAL EXPENSES			\$ (200.00)
TOTAL NET PROFIT RECEIVED			\$ 2,250.00

	Numbers given or averages from past three months from the establishment			

Additional Information

Tentative dates:

February 24th for Crazy Kompetition Hawai'i

January 27th for Tantes Island Gala

UH Manoa, and Hawai'i Pacific University will come together and plan an event for the same time. The Proceeds from that event will be donated to the Pediatric Trauma Program.

This event will be open to the other members of the Kiwanis Family in their area. Planned and executed by the schools previously mentioned. The profits will be donated to PTP in support of the DFI and Project Hawai'i which will be occurring in the University of Hawai'i, Maui College.

UH Hilo will plan an event for the same time. The proceeds from that event will be donated to the Pediatric Trauma Program.

This event will be open to the UH Hilo Campus. Planned and executed by the Circle K International Club at UH Hilo. The profits will be donated to PTP in support of the DFI and Project Hawai'i which will be occurring in the University of Hawai'i, Maui College.

CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Transfer for Board Reserve Funds for Governor Travel Proposal

November 2017 Board Meeting

Respectfully Submitted by **Lawrence Sahagun, District Governor**

EVENT OVERVIEW

The Governor needs additional funding to help support his traveling to fulfill the rest of his duties! The reason I am asking for additional funding is due to the cost of the Hawaii visitation being more than we had accounted for and additionally I will now be attending the CNH KIWIN's District Convention in April at the LAX Marriott.

I am asking for \$500 to be transferred from the Board Reserve into the Governor's Budget. My current budget was approved at April Board Meeting for \$2750, at this date about \$500 is remaining. Keep in mind that I live in Sacramento, California.

Past Traveling Vouched for:

- Golden Gate April DCM and Chabot College Banquet, *Chabot College*
- CNH KIWIN'S District Convention, *San Ramon Marriott*
- San Jose State Banquet + Parking Pass
- UC Riverside + Desert Oasis Banquet, San Diego State + UC San Diego Meeting, UC Irvine Meeting + Parking Passes
- Golden Gate + Sunset Joint June DCM, *Fremont Park.*
- Circle K International Convention 2017, *San Antonio, TX*
- CSU Fullerton Summer General Meeting & CSU Long Beach Monthly Summer Service Social w/ Parking Passes + President's Retreat
- Hawaii Visitation Flights and Housing
- Capital Eagles Peak DCM
- DPDC and Kiwanis District Convention at Sparks, Nevada
- Golden Gate Trainer and September DCM, *SFSU Campus*
- Sunset Division DCM and UC Santa Cruz Beach Bonfire Social
- Crazy Kompetition for Infants South, *Stanton Park*

Future Mandatory Travel Plans Needing Reimbursements:

Note: About \$800 will be needed if I ONLY drove to these locations, rather than flying. However, I prefer to fly for the weekends of DLSSP South, KIWIN's DCON, and STC South, thus it will look to be around \$1200 to cover what is listed below.

- Fall Training Conference 2017, *Sonora, CA*
- Go West 2017, *Pasadena, CA*

- District Large Scale Service Project North/South, *Oakland and Orange County*
- Kiwanis Midyears North/South + District Candidates Training Conference, *South located in Pasadena, CA*
- District Awards Judging, *Camille's house in LA*
- CNH Circle K District Convention + Packet Stuffing, *LAX Marriott and District Office*
- CNH KIWIN's District Convention, *LAX Marriott*
- Spring Training Conference North/South, *locations TBD*

Other Potential Traveling (Not included in estimates above)

- Kids Rock Benefit Concert
- Foothill Phoenix Café Night
- End of the Year Banquets of clubs and divisions
- Misc Club Visitations I will make in Spring 2018 after I graduate in Fall!

ITEMS FOR APPROVAL

- Transfer of Board Reserve to Governor Budget

ITEM #1

Option 1: Accepting the transfer of \$500 of the Board Reserve into the Governor's Budget (\$2750 -> \$3250)

- Pros:
 - Governor can be where he needs to be at no heavy financial loss
 - Use of the Board Reserve Funds, where no other ideas of use have been brought forward.
- Cons
 - None.

Option 2: Declining the Transfer and keeping Governor Budget same.

- Pros
 - The Board Reserve Fund will remain untouched.
- Cons
 - Your DGov gonna be spending lotta money outta pocket!!!

CALIFORNIA-NEVADA-HAWAII DISTRICT Circle K International

Governor's Project for Relief Funds for Las Vegas Tragedy Proposal
November, 2017 Board Meeting
Respectfully Submitted by **Lawrence Sahagun, District Governor**

OVERVIEW

On October 1st, 2017, the worst mass shooting in the United States history occurred in Las Vegas, Nevada. Too many people have been killed, hundreds injured, and thousands of families affected. The idea that this tragic event happened in a major city in our District is a frightening thought to bear. Collectively our District can contribute a great service to the families affected.

This proposal is set forth to challenge all the clubs in the California-Nevada-Hawaii District to plan, at minimum, one charitable fundraiser raising funds for relief efforts to directly help those affected by the shooting in Las Vegas. We will be donating these funds to will be the National Compassion Fund, a trusted charity who gives all the money donated directly to their cause.

More information about the National Compassion Fund can be located here:
<https://nationalcompassionfund.org/>

Additionally, I want to make it a goal that we raise \$5000 total as a district by District Convention 2017. Which equates to \$1.75 per member.

The money will be collected by check at District Convention 2017, which will be turned in to our Director of Service Leadership Programs, Bruce Hennings, to donate the total amount to the National Compassion Fund.

ITEMS FOR APPROVAL

- Accepting the Charity as a District Project
- Goals
-

ITEM #1

Option 1: Accepting this Project for the CNH District.

- Pros:
 - The first major effort in CNH Kiwanis to support the families affected.

- Cons:
 - The effort for this project may take away possible funds to be raised for the three District Fundraising Initiatives.

Option 2: Declining this Project

- Pros:
 - More money focused on District Fundraising Initiatives
- Cons:
 - The CNH District of Kiwanis will not have a major emphasis to support the families affected in our home.

ITEM #2

Option 1 Goals

- Every club in the District will hold at least 1 fundraiser for the National Compassion Fund.
- As a District, \$5000 total will be raised by District Convention 2017.

CALIFORNIA-NEVADA-HAWAI'I DISTRICT

Circle K International

November 2017 District Board Meeting Packet

Board Reports

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Communications and Marketing Chair Board Report

November 2017 Board Meeting

Respectfully Submitted by **Jennifer Hoang**

I. **Your activities since last Board Report**

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/21-07/23	President's Retreat		32
07/26/17	CNH District & You: A Long-Distance Friendships Webinar		0.5
07/29/17	Magic Kingdom Relay for Life	6	
07/30/17	Desert Oasis DCM		0.5
07/30/17	Paradise DCM		0.5
07/30/17	Central Coast DCM		0.5
08/04-08/06	District Professional Development Conference	4	19
08/19/17	Color Vibe	1.5	
08/19/17	Magic Kingdom DCM		1
08/26/17	OC Night Market	6	
08/24/17	Cal State Fullerton General Meeting		1
08/31/17	Cal State Fullerton General Meeting		1
09/15/17	CNH Circle K's International & District Documents Webinar		1
09/17/17	CNH Circle K's CKI 101 Webinar		1

09/21/17	Orange Coast College General Meeting		0.5
09/21/17	CNH Circle K's Tabling Webinar		1
09/23/17	Magic Kingdom Out of the Darkness Walk	3	
09/23/17	Magic Kingdom DCM		1
09/24/17	CNH Circle K How to Live Cheap: A College Budgeting Webinar		1
09/28/17	Orange Coast College General Meeting		1
10/01/17	CNH Circle K: Crazy Kompetition Games Webinar		0.5
10/12/17	Cal State Fullerton General Meeting		1
10/14/17	Crazy Kompetition for Infants South	6	
10/14/17	Magic Kingdom DCM		1
10/18/17	Let's Talk About Mental Health Webinar		1
10/22/17	Magic Kingdom Key to College	2	4

Total Service Hours since Last Board Report: 28.5

Total Service Hours since April 1st, 2017: 72.5

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/17/17	Golden Gate C&M Network	Introductions	Messenger
07/17/17	Desert Oasis C&M Network	Introductions	Messenger
07/17/17	Magic Kingdom C&M Network	Introductions	Messenger
07/17/17	Capital C&M Network	Introductions	Messenger
07/18/17	C&M Committee	Meeting Agenda & Tasks	E-mail
07/18/17	Foothill C&M Network	Introductions	Messenger

07/18/17	Sunset C&M Network	Introductions	Messenger
07/19/17	Wayne Cheng	One-on-One	Google Hangout
07/20/17	Jonathan Chu	One-on-One	Google Hangout
07/20/17	Esther Wang, Helen Nguyen	Presidents Retreat Workshop	Messenger
07/21/17	C&M Committee	Sunburst Proof	Slack
07/23/17	Patti Ryder	Sunburst	E-mail
07/24/17	Toki Sato	One-on-One	Google Hangout
07/25/17	Patti Ryder, Camille Goulet, Lawrence Sahagun	Sunburst Approval	E-mail
07/25/17	C&M Committee	Slack Meeting	Slack
07/25/17	Julie Quan	CNH Stock Photos	Messenger
07/25/17	Central Coast C&M Network	Introductions	Messenger
07/26/17	C&M Committee	KFF Brochure Proof	Slack
07/27/17	C&M Committee	Committee Update	Slack
07/27/17	Sara Chen	One-on-One	Google Hangout
07/28/17	Braden Lem	External Relations Resources	Slack
07/28/17	Patti Ryder	CNH Press Kit	E-mail
07/28/17	Kim Ubungen, Tiffany Nguyen	Graphic Sizes Infographic	Slack
07/29/17	Ivan Hoz	DPDC On Site Fundraiser Graphic	E-mail
07/29/17	C&M Committee	Sunny TV Review	Slack
07/30/17	Yasmine Ghazipour	Tabling Manual	Google Hangout

07/31/17	C&M Committee	Meeting Agenda & Tasks	E-mail
07/31/17	Marylou Aquino, Denny Cao	Sunspot	Messenger
07/31/17	Tyler Pennebaker	Graphic Standards	Messenger
07/31/17	Nathan Wong, Tiffany Nguyen	DPDC Promo	Messenger
08/01/17	Yen Vo	Sunny TV Review Pt.2	Slack
08/01/17	Nathan Wong, Tiffany Nguyen, Helen Nguyen	DPDC Promo	Messenger
08/01/17	Kim Ubungen, Marylou Aquino	Graphic Sizes Infographic	Slack
08/01/17	Esther Wang, Denny Cao	MR Mondays	Messenger
08/02/17	Braden Lem	Press Kit	Slack
08/02/17	Nathan Wong, Tiffany Nguyen	DPDC Promo	Messenger
08/03/17	District Board	Bi-Weekly Digest	E-mail
08/03/17	Yen Vo, Mark Catolos	Sunny TV Ep.2	Messenger
08/03/17	Nathan Wong, Tiffany Nguyen	DPDC Promo	Messenger
08/06/17	C&M Network	Sunny Sunday #1 (Weekly Update)	E-mail
08/06/17	Paradise C&M Network	Introductions	Messenger
08/06/17	Lindon Tran	FTC Promo + Activity	Slack
08/08/17	C&M Committee	Meeting Agenda & Tasks	E-mail
08/08/17	Nathan Wong	Graphic Standards	Messenger
08/09/17	Golden Gate C&M Network	Tabling Tips & Questions Form	Messenger
08/09/17	Yasmine Ghazipour	Tabling Tips & Questions Form	Messenger
08/10/17	Lawrence Sahagun, Katelyn Duch, Ivan Hoz, Camille Goulet, Patti Ryder	C&M Chair MRF	E-mail

08/10/17	Peter Bautista	One-on-One	Google Hangout
08/11/17	Denny Cao	Divisional Emblems for CNH Map	E-mail
08/13/17	C&M Network	Sunny Sunday #2	E-mail
08/13/17	Ashraya Kalavakunta	Desert Oasis Newsletter Message	Messenger
08/15/17	C&M Committee	Meeting Agenda	E-mail
08/17/17	C&M Committee	CNH CKI Description Proof	Slack
08/17/17	Patti Ryder & Yasmine Ghazipour	Tabling Manual Outline Approval	E-mail
08/17/17	District Board & Banna Tesfay	Bi-Weekly Digest	E-mail
08/18/17	Ashraya Kalavakunta	Desert Oasis Newsletter Message	E-mail
08/18/17	Russel De Los Reyes	Graphic Standards	Messenger
08/19/17	Donald Franks	Graphic Standards	Messenger
08/20/17	Yvon Tran	UCI CKI Spring Newsletter	E-mail
08/20/17	Braden Lem	DPDC Press Release	Slack
08/20/17	C&M Network	Sunny Sundays #3	E-mail
08/20/17	Patti Ryder	CNH Circle K Week Approval	E-mail
08/20/17	Yen Vo, Ivan Hoz, Helen Nguyen	Sunny TV Clips	Messenger
08/21/17	Lawrence Sahagun, Camille Goulet	CNH Circle K Week Approval	E-mail
08/21/17	Yvon Tran	UCI CKI Newsletter	Messenger
08/22/17	C&M Committee	Meeting Minutes	E-mail
08/23/17	Toki Sato	CSULB CKI Newsletter	Messenger
08/23/17	Paradise C&M Network	Newsletter Graphic Standards	Messenger
08/27/17	Lindon Tran	FTC Graphic Standards	Slack

08/27/17	Ana Chavez	Graphic Standards	Messenger
08/27/17	C&M Network	Sunny Sundays #4	E-mail
08/27/17	DiAngelo Soriano, Yen Vo, Denny Cao	Sunny TV One-on-One	Zoom
08/28/17	Lindon Tran	FTC Promo	Slack
08/29/17	Braden Lem	DPDC Press Release	Slack
08/29/17	Toki Sato	Newsletter Help	Messenger
08/29/17	Lindon Tran	FTC Promo	Slack
08/30/17	C&M Committee	Meeting Agenda	E-mail
08/31/17	Braden Lem	DPDC Press Release	Slack
08/31/17	Lindon Tran	FTC Promo	Slack
08/31/17	Foothill C&M Network	Graphic Standards Questions	Messenger
09/01/17	Renz Lane	Graphic Standards	Messenger
09/02/17	Marylou Aquino	One-on-One	E-mail
09/02/17	C&M Committee	Presidents Retreat Recap Review	Slack
09/03/17	C&M Network	Sunny Sundays #5	E-mail
09/03/17	District Board	Bi-Weekly Digest	E-mail
09/03/17	Lindon Tran	FTC Event Page	Slack
09/06/17	C&M Committee	Slack Meeting	Slack
09/06/17	Vi Hoang	Sunburst Submission	Messenger
09/07/17	Mattin Delavar	UCB CKI Welcome Newsletter	E-mail
09/07/17	C&M Committee	Sunny TV Review	Slack
09/10/17	Capital C&M Network	Tabling Tips & Experiences	Messenger
09/10/17	Yvon Tran	UCI CKI Welcome Newsletter	E-mail
09/10/17	Paradise C&M Network	Tabling Tips & Experiences	Messenger

09/10/17	Lawrence Sahagun, Katelyn Duch, Ivan Hoz, Camille Goulet, Patti Ryder	C&M Chair MRF	E-mail
09/10/17	C&M Network	Sunny Sundays #6	E-mail
09/10/17	Jennifer Nguyen	Graphic Standards	Messenger
09/11/17	Lindon Tran	FTC Promo	Slack
09/12/17	Chloris Li	Sunburst & Press Release Questions	Messenger
09/13/17	C&M Committee	Meeting Agenda	E-mail
09/13/17	Nicolas Wright	Divisional Emblems	Messenger
09/14/17	District Board	Bi-Weekly Digest	E-mail
09/14/17	Chloris Li	Masthead Questions	Messenger
09/16/17	Yasmine Ghazipour	Tabling Webinar	Messenger
09/17/17	Lawrence Sahagun, Camille Goulet, Patti Ryder	Tabling Manual Approval	E-mail
09/19/17	C&M Network	Sunny Sundays #7	E-mail
09/19/17	Darin Ngo, Lindon Tran	C&M FTC Program Ad	E-mail
09/20/17	James Tran	KIWIN'S FRS SAA Banner	Messenger
09/20/17	Yen Vo, Joshua Nepommuceno	Sunny TV	Messenger
09/20/17	C&M Committee	Meeting Agenda	E-mail
09/21/17	Yasmine Ghazipour	Tabling Webinar	Messenger
09/25/17	Toki Sato	FTC Club Promo	Messenger
09/27/17	James Tran	KIWIN'S FRS SAA Banner	E-mail
09/27/17	C&M Committee	Slack Meeting	Slack
09/27/17	Marylou Aquino	Sunspot	Messenger
10/01/17	District Board	Bi-Weekly Digest	E-mail

10/02/17	Braden Lem	Press Release Request Form	Slack
10/03/17	Manuel Santiago	Bi-Weekly Spotlight Submission	E-mail
10/03/17	Yasmine Ghazipour	One-on-Ones	Google Hangout
10/04/17	Ryan Hoang, Kim Ubungen	One-on-Ones	Google Hangout
10/04/17	Tiffany Nguyen	One-on-Ones	Google Hangout
10/04/17	Cecilia Pham, Braden Lem	One-on-Ones	Google Hangout
10/04/17	Marylou Aquino	One-on-Ones	Google Hangout
10/08/17	C&M Committee	Sunny TV Review	Slack
10/09/17	C&M Network	Sunny Sundays #8	E-mail
10/10/17	Lawrence Sahagun, Katelyn Duch, Ivan Hoz, Camille Goulet, Patti Ryder	C&M Chair MRF	E-mail
10/16/17	C&M Network	Sunny Sundays #9	E-mail
10/18/17	Erica Apostolos	UCR CKI Newsletter #2	E-mail
10/18/17	Justin Crofoot	Sunny TV International Update	E-mail
10/18/17	C&M Committee	Slack Meeting	Slack
10/18/17	Bruce Hennings	CNH Stickers	E-mail
10/18/17	Sara Chen	Sunburst	Messenger
10/19/17	Josephine Chau	Kiwanis Article	Messenger
10/22/17	Sara Chen	Sunburst	E-mail
10/23/17	Justin Crofoot	Sunny TV	Messenger
10/23/17	Eric Yan	Sunny TV	E-mail

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Tabling Manual
2. CNH Circle K Week
3. Sunburst Vol.57 Issue 1
4. Launched the District Blog, The Sunspot
5. Released three episodes of Sunny TV and event recaps

b. Top 5 Plans

1. Release Sunburst's Summer and Autumn issues
2. Release Publication Guide
3. Continue Sunny TV and Event Recaps
4. Increase activity on all CNH social media platforms
5. Raise awareness about Sunspot blog

III. **Resources Needed**

1. Encourage members to submit articles to Sunburst/Sunspot.
2. Video submissions to Sunny TV for event recaps and update videos.
3. Followers on Instagram, Snapchat and Twitter; Likes on Facebook page; Subscribers on CNH Circle K YouTube.
4. Sharing CNH content to club level (Sadly, a lot of content stops at the divisional level).
5. Bi-Weekly Digest Sign Ups and Submissions.

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 these goals.

- **Education:** Since the July District Board Meeting, I have worked with my Internal Relations chair to put out a Tabling Manual to help the clubs draw ideas from it for their own tabling events. To officially release the manual, the Communications & Marketing hosted a Tabling Webinar that went over some of the topics in the manual and answer questions anyone may have about tabling that we didn't cover. We also made some additions to the Style Guide, we added more content for graphic standards in relation to presentations and a graphic size chart to help clubs have the correct file size for their event graphics. For the remainder of the term I will be working with my committee on the publication guide, it might be late for the newsletters that have already been released but it could still benefit those in the future. We will also be keeping an eye out for new resources that the Communications & Marketing Network is in need of and continue to hold webinars on a bi-monthly basis.

- **Support:** I have started to send mostly weekly e-mails to the members in the Communications & Marketing Network in hopes to share relevant materials and updates from the district. The Communications & Marketing Committee and I have created divisional group chats with all the C&M Network officers to create a space to have more targeted messages and get a quicker feedback from the officers. The officers have also used these group chats to ask questions relating material and how they handle some aspects of their position. Weekly officer spotlights are happening and I'm hoping to bring back office hours for the remainder of the term and increase usage of the group chats and more informative e-mails. I'm glad more officers are opening up and asking for help!

- **Consistency:** With the start of school and all the district events, consistency has not been holding up other than the Bi-Weekly Digest. C&M Network e-mails are for the most part consistent but creating a consistent release schedule for Sunny TV and *The Sunburst* is easier said than done. After having several months to get the flow of where things fall behind my committee and I will work to adjust the schedules to try to bring the content back to a consistent schedule. We hope to be more consistent on social media as well.

- **Awareness:** In an attempt to increase external awareness of CNH Circle K we have sent press releases out for District Professional Development Conference to local media and Kiwanis Magazine. We are in the works of creating press releases for Crazy Kompetition for Infants North and South. Next, we will work to create Fall Training Conference press releases. One of the External Relations Chairs from the Communications & Marketing committee has been working with me to re-release the Press Release Request Form to help clubs send out their own press releases to their campus and local communities.

V. **Announcements**

Follow CNH Circle K social media!

Facebook: www.facebook.com/cnhcirclek/

Instagram: @CNHCircleK

Twitter: @CNHCircleK

Snapchat: @CNHCKI

YouTube: www.youtube.com/user/cnhSUNBOX

Since July there have been 3 Sunny TV episodes hosted by 3 divisions (Capital, Sunset, and Central Coast), give their episodes a watch and show the district board members some love for putting in so much effort to update the district and keep it entertained. The YouTube has also released a Presidents Retreat Recap with District Professional Development Conference and PR Lip Dub coming soon! The next issue of the Sunburst should be released before the end of November. Also, the district blog has also been released so send Sunny some of your CKI stories and maybe you just might make it on the blog.

Stay up to date with CNH and subscribe to the weekly digest, you can find the sign-up link on the CNH Circle K Facebook page!

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

District Convention Chair Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Kim-Mai Hoang**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/19/2017	District Convention Committee Meeting		1.5
07/23/2017	President's Retreat 2017		22
07/25/2017	District Convention Committee Meeting		1.5
08/09/2017	District Convention Committee Meeting		
08/16/2017	Soup Kitchen	2	
08/30/2017	Club Recognition Webinar		1
09/01/2017	DCON: September Positional Meetings		8
09/21/2017	District Convention Committee Meeting		1.5
09/30/2017	District Convention Committee In-Person		3
10/09/2017	District Convention Committee Meeting		1
10/14/2017	CKI South	3	7
10/15/2017	District Convention Committee In-person		3

Total Service Hours since Last Board Report: 5

Total Service Hours since April 1st, 2017: 13.5

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
MM/DD/YY			
07/21/17	Don Hull	Require approval for all Purchases Orders	Email
07/25/17	Don Hull, Andy Nguyen	Creating a document to help committee with graphic standards	Email
07/26/17	Bruce Hennings, Don Hull	Confirming time/date for hotel in-person	Email
08/08/17	Don Hull	Key Note Speaker Discussion	Email
08/10/17	Don Hull	Discussed DCON color scheme	Email
08/11/17	Don Hull	Discussing DCON logo	Email
08/16/17	Don Hull, Nick Stringfellow	Discussion on potential Expo guest	Email
08/18/17	Bruce Hennings, Don Hull, Tommy Thach, Shaira Ramirez-Santos	Discussing workshop rooms book at the LAX Marriott	Email
08/28/17	Clifford Kaunang, Don Hull	SAA Approval items	Email
08/28/17	Don Hull	Schedule changes to DCON	Email
08/28/17	Jessica Ango, Don Hull	Talent Show approvals	Email
08/30/17	Don Hull, Bruce Hennings	Reserving rooms for future DCON in-persons	Email
08/30/17	Don Hull, Tommy Thach, Shaira Ramirez-Santos, Andy Nguyen	Workshop proposals	Email
08/30/17	Jesus Martinez, Don Hull	Registration Draft	Email
09/06/17	Camille Goulet, Lawrence Sahagun, Don Hull, Bruce Hennings	Changes to DCON Schedule	Email

09/09/17	Jesus Martinez	Registration and providing more info	Email
09/09/17	Lawrence Sahagun, Don Hull, Bruce Hennings	Changes to DCON schedule	Email
09/11/17	Don Hull, Annika Liu	Photobooth contract	Email
09/12/17	Don Hull	Committee update	Email
09/21/17	Bruce Hennings, Don Hull	DCON Purchases	Email
09/21/17	Don Hull	Document approvals	Email
09/21/17	Don Hull, Sienna Nguyen	Honors Reception items	Email
09/22/17	Don Hull	DCON logo	Email
09/23/17	Don Hull, Winnie Lam, Cindy Bui	Decorations Purchase Orders	Email
09/23/17	Nick Stringfellow, Don Hull	Professional Expo proposal	Email
09/28/17	Bruce Hennings, Don Hull	Decorations Purchase Orders	Email
09/29/17	Don Hull	DCON In-person	Email
10/04/17	Winnie Lam, Bruce Hennings	Purchase receipts	Email
10/05/17	Sienna Nguyen, Don Hull	Honors Reception approvals	Email
10/06/17	Don Hull	Question about ordering programs	Email
10/09/17	Andy Kim, Don Hull	SAA Video approval	Email
10/09/17	Andy Kim, Don Hull	Talen Show Video approval	Email
10/12/17	Donald Franks, Don Hull	Song Request form approval	Email
10/13/17	Clifford Kaunang	Addition to DCON Waiver	Email
10/16/17	Bruce Hennings, Don Hull, Christine Dinh	VIP Gift PO	Email

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Finalized logo, banner, and tagline!
2. Finalized souvenirs!
3. Approved almost all documents for DCON.
4. Website looks super great.
5. Promotion planning almost finished!

b. Top 5 Plans

1. Finalize promotions and make a promotional calendar.
2. Work on decorations regularly, so it'll be ready for DCON.
3. Gather all the resources needed for the DCON website.
4. Make sure registration for DCON goes well, as much as we can.
5. Hype up DCON!

III. **Resources Needed**

1. Registration information from Bruce.
2. LTGs to be ready for DCON.
3. District Board to be ready for DCON.
4. Everyone needs to be ready for DCON.
5. Yes, I'm serious.

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 these goals.

- Plan and execute a successful DCON: The committee is doing so well! I feel like we get so much done at all of our meetings, and though I do stress a lot, we still keep to our timelines very closely! DCON is getting closer and the release will be right after FTC, so we're in crunch mode now. Everyone seems to be doing very well, and

approvals have been going very smoothly so far. We're still finalizing a few things to be ready for public release, so I hope everyone is excited! Something I really want to work on is organizing post and promotions onto a collaborative calendar for the committee to refer to. I've been pushing that back because of school, but once I get it started, I'm sure my committee will start helping me and filling the days out really quickly! We have a lot we need to share with everyone, and we're very close to being ready for everyone to bombard us with questions and comments about District Convention 2018! We've also started working on decorations super early because we have SO MUCH TO DO! Though we're down one Decorations Chair, my committee has been diligent and has helped out so much to make sure the current Decorations Chair can get everything finished by DCON. I'm going to try my best to balance my life and Circle K to make sure this goal comes to life! GOOD LUCK EVERYONE!

- Be an active and supportive District Board member: I feel like I could be more active on District Board, but I try to show support whenever I can! Sometimes I'll message people to see if they need help, especially since summer wasn't too crazy for me yet. I do want to be more active and supportive, especially since there are so many events hosted by District Board members that I want to attend and support! I will try my best to participate more and attend as much as I can to support the District Board and be a good representative of the District Board.

- Encourage committee members to work efficiently, but also feel like a family at the same time: I think I am doing pretty well with this. I have my EA help me as well when I can't personally reach out to all of the chairs on my committee. We started having weekly online meetings, which will remind everyone about their tasks consistently. Everyone has made amazing progress, so I feel like this goal has already been attained! However, we have a few more months until DCON, so I hope I can keep them motivated to work hard and still enjoy the committee! Whenever we have in-persons, I try to give them opportunities to stay longer and bond with the committee. Every hang out so far has been so fun! We cook, play games, dance, etc! With this, I hope everyone feels like they are valuable to the committee and belong here! I will continue to provide opportunities for members to spend more time together, and hopefully by the end of the term, we'll all be good friends!

- Expand my network and knowledge: So far, I have been focusing on getting to know my committee members during the summer, so I've networked with them! They have also taught me so much since they help me organize and give me suggestions on how they prefer things to be on the committee or based on their position. It's really great to learn about different perspectives that I might have never thought of before. Now that school has started, I hope to attend more home club events to meet people at CKI at UCR as well as travel to meet members outside

of the club too. I'm excited for the Fall Quarter and the hectic events to come! I've been really shy and stressed lately, so I hope I can come out of my shell and be comfortable enough to meet NEW people this year!

V. **Announcements**

GO TO DISTRICT CONVENTION!

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Fall Training Conference Chair Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Lindon Tran**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/5/17	FTC Committee Meeting #7		1
7/12/17	FTC Committee Meeting #8		1
7/13/17	Central Coast/Metro Office Hours		0.5
7/17/17	Magic Kingdom/Capital/Foothill Office Hours		0.5
7/19/17	FTC Committee Meeting #9		1
7/25/17	FTC Creative Team Meeting		0.5
7/26/17	FTC Committee Meeting #10		1
8/2/17	FTC Committee Meeting #11		1
8/9/17	FTC Committee Meeting #12		1
8/13/17	FTC Committee Meeting #13		1
8/16/17	FTC Committee Meeting #14		1
8/16/17	UCLA CKI RISE Committee Meeting		1
8/19/17	Quad DCM	3	3
8/23/17	FTC Committee Meeting #15		1
8/27/17	Desert Oasis DCM		1
8/28/17	FTC Committee Meeting #16		1

9/4/17	FTC Committee Meeting #17		1
9/11/17	FTC Committee Meeting #18		1
9/18/17	FTC Committee Meeting #19		0.5
9/29-10/1	South In-Person/FTC Committee Meeting #20		28
10/3/17	Board Games w/ Board		0.5
10/5/17	UCLA CKI GM & Scavenger Hunt		2
10/6/17	UCLA CKI Member Mixer		2.5
10/7/17	UCLA Volunteer Day	6	
10/10/17	Saffron & Rose Social		0.5
10/11/17	CKI 101		1
10/12/17	UCLA CKI GM		1
10/13/17	Beach Bonfire		5.5
10/14/17	CKI South	3	7

Total Service Hours since Last Board Report: 12

Total Service Hours since April 1st, 2017: 12

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/24/17	Lawrence, Esther	Fashion Show rehearsal location	Email
7/25/17	Bill & Virginia	Committee updates	email
7/26/17	Bruce	North In-Person & souvenir ordering	Email
7/28/17	Bill & Virginia	Decorations Requests	Email
8/3/17	Bruce	Souvenir ordering	Email
8/9/17	Bruce, Christine from Old Oak Ranch	North In-Person campsite visitation	Email
8/10/17	Lawrence, Esther	Awards at FTC	Email

8/14/17	Lawrence, Helen	New Member Induction Ceremony glowsticks	email
8/14/17	Lawrence, Esther	Awards at FTC	Email
8/16/17	Bill & Virginia	Decorations supplies	Email
8/16/17	Christine from Old Oak Ranch	Drone footage, snack shack logistics	Email
8/17/17	Lawrence, Camille	Code of Conduct, Waiver Forms	Email
8/17/17	Bruce	Equipment Rental	Email
8/17/17	Denny	Registration Form on website	Email
8/17/17	Lawrence	Registration welcome message	Email
8/19-8/20	Virginia	Decorations supplies pick-up	Email
8/25/17	Scott from Printing Resources	Program questions & specifications	Email
8/25/17	Bruce	Miscellaneous questions	Email
8/28/17	Don Hull, Denny, Lawrence	Website approval	Email
8/29/17	Lawrence, Camille	Approval items	Email
8/29/17	LTGs	Divisional Bonding Time input	Email
8/30/17	Bruce	registration	Email
9/6/17	Tiffany	Bi-weekly Digest	Email
9/11/17	CNH executive board members	FTC launch, registration	email
9/19/17	Bruce, Allen, Eddie	Souvenir ordering	Email
9/28/17	Bill & Virginia	script	email
10/5/17	Bruce, Camille, Lawrence	Miscellaneous questions	Email
10/7/17	District Board + Committee	Transportation, weekend schedule	Email
10/9/17	CNH executive board members	Early registration deadline reminder	Email

10/9/17	Katelyn, Lawrence	Call to FTC	Email
10/10/17	Laura Belmont	FTC guest visitation	Email
10/11/17	Camille, Lawrence	Program approval	Email
10/16/17	Scott, Bruce	Program Printing	Email
10/16/17	Camille, Lawrence	Proof of enrollment	Email
10/17/17	Bruce, Camille, Lawrence, Ivan	DJ Housing	Email
10/20/17	Christine	Food Sales	Email
10/21/17	Scott & Daniel from Printing Resources	Program Edits	Email
10/22/17	Bruce	Miscellaneous registration questions	Email

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Registration & pre-registration publicity is over! 720 members registered for FTC!
2. Applications are over! Campfire skits & talent acts, workshop hosts, and team captains have been chosen.
3. Hosting final one-on-one's with committee members before FTC begins

b. Top 5 Plans

1. HAVE A SUCCESSFUL FTC!
2. Prepare for post-FTC evaluations
3. Prepare thank you's to everyone who supported & helped out

III. **Resources Needed**

1. Budget/Reimbursement form help

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 these goals.

<p>- Plan a successful FTC!</p> <p>Only about two more weeks to plan! I'll be spending these next few weeks checking in with committee members, finalizing plans, etc.</p>
<p>- Work with committee to minimize problems from previous years' FTC and implement new and innovative ideas.</p> <p>The committee has been working to improve from last year's FTC. We've been referencing last year's work a lot and trying to improve based on what our predecessors have told us. We've aimed to minimize issues and problems!</p>
<p>- Provide a memorable committee experience and foster an environment where committee members can bond, have fun, and grow.</p> <p>This one has been pretty successful! We've had two successful in-person meet-ups. This committee reminds me of my first year on committee, where everyone had a connection with each other and everyone seemed to have fun. Our committee chat is active, and I see them interacting with each other and having an amazing time.</p>
<p>- Increase transparency and communication.</p> <p>I always give updates to my committee during committee meetings, and I try not to hide anything. Likewise, I try to update District Board with anything I need from them and anything that is relevant to them. I've been communicating with Bruce a lot about questions, so that I'm always providing accurate information to clubs, etc.</p>
<p>- Support other District Board members to the best of my capabilities.</p> <p>I'm always here to help and support my fellow District Board members and have tried to complete any requests for help they might've had. After FTC, I will have more time to focus on this goal and really support them to the best of my abilities.</p>

V. **Announcements**

N/A

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Kiwanis Family and Foundation Chair Board Report

November 2017 Board Meeting

Respectfully Submitted by **Ana Chavez**

VI. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/8/17	Kiwanis CLE Training Division 2 and 26		7
7/11/17	UCB Fourth Summer General Meeting		1
07/14-16/17	July District Board Meeting		25
07/21-23/17	CNH Circle K Presidents Retreat		32
7/18/17	Berkeley Kiwanis Meeting		1.5
7/29/17	Berkeley Kite Festival	7	1.5
7/30/17	Animal Shelter	2	0.5
8/3-5/17	Kiwanis District Convention Tabling	10	
8/4-5/17	CNH District Professional Development Conf.	3	10
8/10/17	Berkeley Kiwanis Night Meeting		1.5
8/19/17	Quad DCM & DSP	3	2
8/21/17	Ocean Beach Social		3
8/25/17	Sac State Kiwanis Takeover	4.5	1
8/25/17	Sac State Freshman Move-In Day	2	
8/25-27/17	UCB CKI Board Retreat		15

8/27/17	How to Host a Key to College Webinar		1
8/31/17	Membership Recognition Webinar		1
8/31/17	UCB CKI Info Session		1
9/9/17	Cal vs. Weber State Concessions	10.5	
9/10/17	Bridgeview Trail Restoration	2	1
9/10/17	Solano Stroll	2	
9/13/17	Public Relations Committee Meeting		1
9/13/17	Kiwanis Family Committee Meeting		1
9/13/17	Fundraising Committee Meeting	1	
9/14/17	Berkeley Kiwanis Meeting		1
9/15/17	Emeryville Social		4.5
9/16/17	Cal vs. Mississippi Concessions	10	
9/17/17	Animal Shelter	2	
9/21/17	Technology Committee Meeting		1
9/21/17	Multimedia Committee Meeting		1
9/23/17	Student Immigration Relief Clinic	10	2
9/24/17	UCB CKI Murder Mystery		2
9/26/17	Berkeley Kiwanis Installation		2
9/27/17	How to Host a Key to College Webinar		1
9/29/17	Softball Tournament & Chick-Fil-A Social		3.5
9/30/17	UCI Key to College	6	1
10/04/17	Fundraising Committee	1	
10/06/17	SFSU CKI Fall Gala		3
10/07/17	Crazy Kompetition for Infants North	6	
10/14/17	Crazy Kompetition for Infants South	6	
10/16/17	Membership Development Committee		1

10/16/17	Publications Committee Meeting		1
10/20/17	Kiwanis Service In	3.5	1
10/20/17	Interfamily Game Night		2
10/21/17	KIWIN'S Fall Rally North SAA	6	
10/22/17	Interfam Pumpkin Patch Social		2
10/27/17	UNR Kiwanis Takeover		2
10/28/17	UOP Key to College	5	
10/29/17	Sunset Divisional Key to College	6	

Total Service Hours since Last Board Report: 108.5

Total Service Hours since April 1st, 17: 150

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/09/17	CNH Key Club & KWIN'S District Administrators	CKI Presentation at a District Board Meeting	Email
07/17/17	CNH KFF Chairs	Goals and assistance	Phone Call
07/25-08/01	DKFF One-on-Ones	Regular Monthly Checkup	Video Call
07/26/17	DCON Committee	Kiwanis Contacts for Career Expo	Email
07/27/17	DKFF Committee	Kiwanis Convention Preparation	Video Call
07/30/17	Camille & Lawrence	CNH CKI Brochure for Kiwanis Convention	Email
07/31/17	Camille & Lawrence	DPDC Gift Card Balance	Email
08/01/17	DKFF Committee	Kiwanis Convention Packing List & reminders	Email
08/01/17	Jennifer Chaves	CNH CKI District Event Dates	Email
08/03/17	Lawrence Sahagun	International CKI Interest Form	Messenger

08/04/17	DKFF Committee	Kiwanis Convention Progress	In-Person
08/14/17	23 Individual CNH CKI Clubs, Respective LTGs, and DKFF Liaisons	Prospective Key Club/KIWINS Freshmen	Email
08/15/17	All LTGs, Respective RAs and DKFF Liaisons	Prospective Key Club/KIWINS freshmen to charter clubs and interested Kiwanis Clubs	Email
08/17/17	DKFF Committee	Kiwanis Convention Evaluation, webinar, and 1-1 reports	Video Call
08/20/17	Lawrence Sahagun	Jacket Color Response to Online Board Meeting	Email
08/23/17	Yen Vo & Jennifer Hoang	How to Host a K2C Webinar details for Social Media advertisement	Email
08/24/17	DKFF Committee	New Assignments	Video Call
08/29/17	Mark Catalos	Sunset Key to College ERF draft	Email
08/31/17	DKFF Committee	Fall agenda and webinar/monthly post suggestions	Video Call
09/07/17	DKFF Committee	Club issues and communication suggestions	Video Call
09/10/17	Camille	Bi-weekly checkup call	Phone Call
09/11/17	Lawrence Sahagun	Monthly Chair Updates	Messenger
09/13/17	CNH KC LTGs: 34S, 12E, 12W, and 12S	Sunset Key to College advertisement	Email
09/14/17	DKFF Committee	Webinar and FTC Activity	
09/18/17	FTC Workshop Chairs	K-Fam Panel Application	Email
09/19-09/22	DKFF One-on-Ones	Regular Monthly Checkup	Video Call

09/26/17	DKFF Committee	Webinar promotion schedule and visitations	Video Call
09/27/17	Jennifer Chaves	CKI North/South Presentation Details	Email
10/01/17	Lawrence Sahagun	STC North Basics	Messenger
10/01/17	Camille	Bi-weekly checkup call	Phone Call
10/10/17	CKI Kiwanis Family Chair - Anika Lynn	CKI Week/Kiwanis Family Month	Messenger
10/16/17	Berkeley Kiwanis President	Fundraising and Membership Growth	In-Person
10/19/17	Jennifer Chaves & Foundation Speakers	Thank you for CKI N/S PTP Presentation	Email
10/19/17	CNH Kiwanis District Gov. Joni Ackerman	CNH Kiwanis Family International Involvement	Email

VII. Work Progress (Achievement & Plans)

a. Total Achievements

1. Effective webinars - content, diversity, and execution
2. Successful Kiwanis Convention Tabling
3. Personalized the Kiwanis Family Report Form to each club
4. Chair and liaisons visitations and assistance with events
5. Manuals sent in for approval

b. Top 5 Plans

1. Have a successful Kiwanis Family Month
2. Update the Kiwanis Family Map
3. Create educational graphics
4. Create a multi-purpose Key to College waiver consent form
5. Present at other SLP District Board Meetings

VIII. Resources Needed

- | |
|--|
| 1. Updated club directories |
| 2. Ideas for educational graphics that will benefit clubs for either administrative use or education for their general members |

IX. 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 these goals.

- Create, distribute, and announce resources that will assist clubs in improving their Kiwanis Family relations <ul style="list-style-type: none">• Manuals are being formatted to the CNH CKI graphic standards to be sent in for approval from District Governor Lawrence S. and District Administrator, Camille Goulet. Additionally, an ERF flowchart, brochures, and other graphics will become available.
-Provide educational material on the Kiwanis CNH Foundation <ul style="list-style-type: none">• Invited the representatives from the Kiwanis CNH Foundation to speak at CKI N/S, Fall Training Conference, and District Convention. Also, will be in touch to co-host a CNH wide Foundation webinar for December
-Attend large and small-scale Kiwanis Family events across the district <ul style="list-style-type: none">• Successfully have attended Kiwanis Family events in the North and South to support chairs and clubs. Liaisons have also been making a strong effort in representing the district level at DCMs, SLP events, and club K-Fam events.
-Publish a newsfeed of Kiwanis Family events with the SLP counterparts <ul style="list-style-type: none">• Seeking to create the foundation with my counterparts for it to be continued and improved in future years. Process currently consists of having all CNH KFF Chairs reevaluate their goals and future strategies.
-Assist clubs with their membership by reaching out to Key Club/KIWIN'S members <ul style="list-style-type: none">• Successfully sent out individual emails to clubs with prospective members. Some are taking charge in chartering new clubs with the LTGs. Liaisons have been advocating for all clubs to attend their local Key Club Regional Training Conferences and will be creating an SLP recruitment brochure for fall.

X. Announcements

N/A

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Member Recognition Chair Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Esther Wang**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/5/17	Metro Mingle		1.5
7/12/17	CNH Declassified: Graphic Standards Webinar		1
7/14/17-7/16/17	July District Board Weekend		23.25
7/16/17	July District Board Meeting		1.75
7/21/17-7/23/17	President's Retreat		32
7/26/17	Metro Mingle		0.5
7/26/17	Long Distance Friendships Webinar		1
7/29/17	Metro July DCM		0.75
7/30/17	Paradise July DCM		0.5
7/30/17	Central Coast July DCM		0.5
8/4/17-8/6/17	District Professional Development Conference	3	19
8/16/17	CNH Circle K, Health, & You! Webinar		1
8/19/17	Quad DCM	2.75	4.25
8/27/17	How to Host a Key to College Webinar		1
8/29/17	Reality Changers	4	

8/30/17	Club Recognition Webinar		1
9/5/17	How to be #ServiceGoals Webinar		1
9/12/17	Reality Changers	4	
9/13/17	District Fundraising Initiatives Webinar		1
9/15/17	International & District Documents Webinar		0.5
9/16/17	Shelter to Soldier Charity Gala	2	
9/18/17	Circle K 101 Webinar		1
9/19/17	Reality Changers	4	
9/21/17	Tabling Webinar		1
9/23/17	Desert Oasis September DCM		0.75
9/24/17	How to Live Cheap: A College Budgeting Webinar		0.75
9/26/17	Reality Changers	4	
9/29/17	Team FTK Boba Bar Social/Fundraiser		3.5
10/1/17	Best Day Foundation Beach Day	6.5	
10/1/17	Crazy Kompetition Games Webinar		0.5
10/2/17	BJ's Social/Fundraiser		3
10/3/17	Reality Changers	4	
10/5/17	Guiltea Cravings Fundraiser		3
10/9/17	Pre-Meeting Dinner @ Pines		1
10/9/17	UCSD Circle K Week 2 GBM		1.5
10/10/17	Reality Changers	4	
10/14/17	Crazy Kompetition for Infants South	6	3
10/14/17	Paradise October DCM		1
10/16/17	UCSD Circle K Week 3 GBM		1
10/17/17	Reality Changers	4	
10/21/17	Service Unity Day: Feeding San Diego	3	

10/21/17	Laser Tag Social		2
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Total Service Hours since Last Board Report: 51.25

Total Service Hours since April 1st, 2017: 133.25

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/4/17	Lawrence Sahagun	Feedback for proposals	Facebook
7/4/17	MR Committee	7/6/17 meeting agenda and task assignments	E-mail
7/6/17	Armando Velazquez	Weekly Check-in: Preparation for July District Board Weekend	Phone
7/6/17	MR Committee	Meeting #6: Member Recognition Mondays	Google Hangout
7/7/17	MR Committee	7/6/17 meeting minutes, one-on-ones, and committee attire	E-mail
7/8/17	Jennifer Hoang	2016-2017 District Convention award applications	Facebook
7/8/17	Serena Mann	General Recognition Manual content	Facebook
7/9/17	Casey Kieng, Henry Casarez, Allan Le	Reminder to promote General Recognition Manual Content form on Facebook	Slack
7/9/17	Jesus Aguilar	Traveling for July District Board Weekend	Facebook
7/9/17	MR Committee	Committee attire	Slack
7/9/17	MR Committee	General Recognition Manual Content form responses	Facebook
7/9/17	Club Recognition Officers	Facebook group, office hours, and General Recognition Manuel Content form	E-mail
7/10/17	Serena Mann	One-on-One	Phone

7/10/17	Joshua Nepomuceno	Member feedback for Membership Recognition Program Proposal	Facebook
7/11/17	Allan Le	One-on-one	Google Hangout
7/11/17	Casey Kieng	One-on-one	Google Hangout
7/11/17	Tyler Tran	One-on-one	Google Hangout
7/11/17	Kim-Mai Hoang, Jesus Aguilar, and Ryan Tsao	Goals Presentation	Facebook
7/11/17	Lawrence Sahagun	Goals Presentation	E-mail
7/12/17	Joshua Nepomuceno	Number of 2017 MRP recipients based on proposed requirements	Facebook
7/12/17	Lawrence Sahagun, Katelyn Duch, Ivan Hoz, Camille Goulet, Armando Velazquez	Member Recognition Chair June MRF	E-mail
7/13/17	Jack Wang	One-on-one	Google Hangout
7/13/17	Jack Wang	FTC Awards formatting	Facebook
7/13/17	Serena Mann	MRP Statistics and feedback	Facebook
7/14/17	Lawrence Sahagun	July Member of the Month Nominations	Facebook
7/15/17	Monica Willemsz	Question regarding MRP Proposal	Facebook
7/16/17	Jennifer Hoang, Denny Cao	Advertising MR Monday Nomination form	Slack
7/16/17	Armando Velazquez	Decisions made at District Board Meeting	Text
7/17/17	Bruce Hennings	MRP Pins for Inventory	E-mail
7/17/17	Tyler Tran	Question about Master Records Sheet	Facebook

7/17/17	Henry Casarez	One-on-one	Google Hangout
7/17/17	Casey Kieng, Henry Casarez, Allan Le	Communicating with Lieutenant Governors	Slack
7/18/17	MR Committee	7/20/17 meeting agenda and reminders	E-mail
7/19/17	Jack Wang	August Webinar	Facebook
7/19/17	Jennifer Hoang, Helen Nguyen	President's Retreat workshop	Facebook
7/20/17	Jack Wang	FTC Awards MAC version	Facebook
7/20/17	Tyler Tran	MRS User Guide updates	Facebook
7/20/17	Serena Mann	Check-in on manuals	Facebook
7/20/17	District Board, MR Committee	Oratorical Contest prompt suggestions	Slack
7/20/17	Armando Velazquez, Camille Goulet, Lawrence Sahagun	Items for Approval (FTC Awards)	E-mail
7/20/17	Armando Velazquez	Weekly check-in: July District Board Meeting reflection and Items for Approval	Phone
7/20/17	MR Committee	Meeting #7: August Webinar planning	Google Hangout
7/20/17	MR Committee	Reminders for MR Monday Nomination form	Slack
7/20/17	MR Committee	7/20/17 meeting minutes and reminders	E-mail
7/24/17	Lawrence Sahagun, Camille Goulet, Armando Velazquez	Feedback for approval items (FTC Awards)	E-mail
7/24/17	Helen Nguyen, Jennifer Hoang, Denny Cao	MR August Webinar and potential future webinar dates	E-mail
7/25/17	Serena Mann	Proofreading General Recognition Manual content	Facebook
7/25/17	Jack Wang	FTC Awards MAC version	Facebook

7/25/17	MR Committee	7/27/17 meeting agenda and task assignments	E-mail
7/25/17	Denny Cao	MRP changes for district website	E-mail
7/27/17	Jennifer Hoang	Bi-weekly Digest	Facebook
7/27/17	Tyler Tran	Final Check on MRS	Facebook
7/27/17	Lawrence Sahagun	DPDC Closing Session opening thoughts	E-mail
7/27/17	Armando Velazquez	Weekly check-in	Phone
7/27/17	MR Committee	Items for Approval (MRS, User Guide, example file, and General Recognition Manual)	E-mail
7/28/17	MR Committee	7/27/17 meeting minutes and reminders	E-mail
8/1/17	Jennifer Hoang, Denny Cao	August MR Mondays	E-mail
8/6/17	Denny Cao	MR Database/Resources	Facebook, E-mail
8/7/17	Club E-Board Officers	Release of FTC Awards, MRS files, and General Recognition Manual	E-mail
8/7/17	Jack Wang	Webinar outline	E-mail
8/8/17	MR Committee	8/10/17 meeting agenda and task assignments	E-mail
8/9/17	Lindon Tran, Lawrence Sahagun	FTC time, space, and location requests for MR Committee	E-mail
8/10/17	Armando Velazquez	Weekly check-in: FTC Awards judging	Phone
8/10/17	Lindon Tran, Lawrence Sahagun	Room requests for FTC Awards judging	E-mail
8/10/17	MR Committee	Meeting #9: Oratorical Contest prompts	Google Hangout
8/12/17	MR Committee	8/10/17 meeting minutes, one-on-ones, and reminders	E-mail
8/13/17	Armando Velazquez	FTC Awards judging rooms	Text

8/13/17	Lindon Tran, Lawrence Sahagun	Follow-up on FTC Awards judging room requests	E-mail
8/13/17	Russel De Los Reyes	Clarification for Outstanding Club T-Shirt Award guidelines	Facebook
8/13/17	Casey Kieng, Henry Casarez, Allan Le	Reminder to promote MR Monday post	Facebook, Slack
8/13/17	Serena Mann	Mistake in graphic	Facebook
8/13/17	Jennifer Hoang, Denny Cao	Reminder to release MR Monday post	Facebook
8/14/17	Casey Kieng	One-on-one	Google Hangout
8/14/17	Tyler Tran	One-on-one	Google Hangout
8/14/17	Allan Le	One-on-one	Google Hangout
8/14/17	Lindon Tran, Lawrence Sahagun	FTC Awards judging	E-mail
8/16/17	Jack Wang	One-on-one	Google Hangout
8/16/17	Henry Casarez	One-on-one	Google Hangout
8/17/17	Serena Mann	One-on-one	Google Hangout
8/17/17	Jack Wang	Webinar slides feedback	E-mail
8/18/17	CNH E-Board Officers	September MR Mondays, awards tips, and upcoming deadlines	E-mail
8/21/17	MR Committee	8/23/17 meeting agenda and task assignments	E-mail
8/23/17	David Ngo	MR Monday clarification	Facebook
8/23/17	Joshua Nepomuceno	MR Monday clarification	Text
8/23/17	MR Committee	Meeting #10	Google Hangout

8/24/17	Armando Velazquez	Weekly Check-in: Oratorical Contest prompts	Phone
8/24/17	Serena Mann	September MR Monday graphics	Facebook
8/24/17	Jack Wang	Final webinar slides revisions	E-mail
8/26/17	MR Committee	8/23/17 meeting minutes and task reminders	E-mail
8/26/17	Lawrence Sahagun, Camille Goulet, Armando Velazquez	Items for approval (Potential Oratorical Contest prompts)	E-mail
8/26/17	Tyler Tran	FTC MRP script task	E-mail
8/27/17	District Board	Online board meeting	Zoom
8/28/17	MR Committee	8/30/17 meeting agenda and reminders	E-mail
8/29/17	Jennifer Hoang, Denny Cao	September MR Mondays week 1-3 posts	Facebook
8/29/17	Serena Mann	Awards Manual content update	Facebook
8/30/17	MR Committee	Meeting #11: Webinar debrief	Google Hangout
8/31/17	Armando Velazquez	Weekly check-in: Oratorical Contest prompt suggestion form	Phone
8/31/17	MR Committee	Attire sizes	Slack
8/31/17	MR Committee	8/31/17 meeting minutes and reminder	E-mail
9/6/17	MR Committee	Committee attire options	Slack
9/7/17	Armando Velazquez	Weekly check-in: FTC judging sheets	Phone
9/10/17	Jennifer Hoang, Denny Cao	MR Monday post reminder	Facebook
9/11/17	Casey Kieng, Henry Casarez, Allan Le	MR Monday post promotion reminder	Facebook
9/11/17	Lindon Tran	Awards and MRP slides for FTC	Facebook
9/11/17	MR Committee	9/13/17 meeting agenda	E-mail

9/13/17	Lawrence Sahagun	August Member of the Month nominations	Facebook
9/13/17	MR Committee	Meeting #12: FTC Preparation	Google Hangout
9/14/17	Armando Velazquez	Weekly Check-in: FTC preparation	Phone
9/15/17	MR Committee	9/13/17 meeting minutes, task assignments, and reminders	E-mail
9/18/17	Jennifer Hoang, Denny Cao	Reminder to schedule posts for MR Monday	Facebook
9/20/17	Lawrence Sahagun	FTC Awards preparation check-in	Facebook
9/21/17	Armando Velazquez	Weekly check-in: Oratorical Contest prompt, online board meeting	Phone
9/22/17	Lawrence Sahagun	FTC MR scripts	E-mail
9/24/17	Club E-Board officers	Outstanding Club Website Award and MRS deadlines	E-mail
9/24/17	Serena Mann	Reminder for graphics	Facebook
9/24/17	Jennifer Hoang, Denny Cao	Reminder to schedule posts for MR Monday	Facebook
9/25/17	Tyler Tran	Help with MRS	E-mail
9/25/17	MR Committee	9/27/17 meeting agenda	E-mail
9/26/17	Wayne Cheng	Question regarding putting members in alphabetical order on the MRS	Facebook
9/27/17	Amanda Liao	MRS question regarding members transferring	Facebook
9/27/17	MR Committee	Meeting #13: FTC + MRP Webinar planning	Google Hangout
9/28/17	Lawrence Sahagun	MRP Webinar date	Facebook
9/28/17	Ivan Hoz	Vouchers	Facebook
9/28/17	Ryan Tsao	MRS question about members graduating	Facebook

9/28/17	May Van	MRS question about transfer students	Facebook
9/28/17	Claudia Bobadilla	MRS question about transferring records	Tet
9/28/17	Armando Velazquez	Weekly Check-in: Outstanding Club Website Award and FTC	Phone
9/30/17	Lawrence Sahagun	Outstanding Club Website Award applicants	Facebook
9/30/17	MR Committee	9/27/17 meeting minutes and reminders	E-mail
10/1/17	Club Presidents	Reminder for Outstanding Club Website Award deadline and award guidelines	E-mail
10/1/17	Lawrence Sahagun	FTC Awards logistics check-in	Facebook
10/1/17	Award applicants	Confirmation for receiving Outstanding Club Website Award applications	E-mail
10/1/17	Tyler Tran	MRS feedback and preparations for deadline	Facebook
10/2/17	Armando Velazquez	Outstanding Club Website Award submissions	E-mail
10/2/17	Tyler Tran	MRS question regarding giving feedback to officers	Facebook
10/3/17	Jennifer Hoang	Info for bi-weekly digest	E-mail
10/4/17-10/6/17	Club officers in charge of the MRS	Confirmation for receiving an MRS file	E-mail
10/5/17	Club Presidents and Secretaries	MRS deadline reminder	E-mail
10/5/17	Armando Velazquez	Weekly Check-in: Outstanding Club Video Award and MRS check-in	Phone
10/6/17	Serena Mann	Award certificate check-in	Facebook
10/8/17	Lawrence Sahagun	Sample award certificate feedback	E-mail

10/9/17	Helen Nguyen, Jennifer Hoang, Denny Cao	November MRP webinar date	E-mail
10/9/17	MR Committee	10/11/17 meeting agenda	E-mail
10/11/17	MR Committee	Meeting #14: FTC and CKI South prep	Google Hangout
10/14/17	Armando Velazquez	Weekly check-in: Outstanding Club Video Award promotion	In-person
10/14/17	Lawrence Sahagun, Camille Goulet	Award certificate designs	In-person
10/15/17	Undisclosed	Confirmation for receiving FTC Fashion Show information	E-mail
10/15/17	MR Committee	10/11/17 meeting minutes, 10/18/17 meeting agenda, and task reminders	E-mail
10/15/17	Lieutenant Governors	Reminder to submit fashion show information	Facebook
10/15/17	Lindon Tran	Deadline for fashion show information for slides	Facebook
10/17/17	Lindon Tran	MRP recipients list and slides	E-mail
10/18/17	Lindon Tran	FTC Fashion Show graphics and list of participants	E-mail
10/18/17	MR Committee	Meeting #15: MRP webinar planning	Google Hangout
10/19/17	Armando Velazquez	Weekly Check-in: FTC	Phone
10/20/17	Camille Goulet, Armando Velazquez, Lawrence Sahagun	Item for Approval: Sample award certificate	E-mail

II. Work Progress (Achievement & Plans)

a. Total Achievements

1. Released all Fall Training Conference Awards, the General Recognition Manual, and Master Records Sheet files.

2. Sent out emails regularly to club officers and promoted awards and Master Records Sheet deadlines using e-mail, divisional Facebook groups, and at Divisional Council Meetings.
3. Utilized member nominations for Member Recognition Mondays from August until September and recognized members using the district website and district Facebook page.
4. Held a successful Club Recognition Webinar
5. Finished all preparations for Fall Training Conference awards submission, awards judging, fashion show, t-shirt spotlight, awards and MRP presentations.

b. Top 5 Plans

1. Host a successful Member Recognition Panel at Fall Training Conference and utilize the panel to give members updates on what the Member Recognition Committee is currently doing and things members can look forward to for the rest of the term, such as the release of District Convention Awards, future webinars, and recognition done via social media.
2. Release the District Convention Awards and Manual.
3. Promote the December Master Records Sheet check-in deadline and continue keeping track of MRP recipients throughout the term.
4. Continue recognizing members using the district website and district Facebook page through Member Recognition Mondays and promote the nomination forms through e-mail, Divisional Council Meetings, and divisional Facebook groups.
5. Host a winter in-person and prepare for District Convention and the Technical Skills (for Awards) Webinar at the in-person.

III. **Resources Needed**

1. 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 these goals.

<p>- Be a resource for the rest of the District Board and the Member Recognition Committee by actively communicating with them. Serve as a liaison between the MR Advisor and the District Board + MR Committee. Be proactive and hold myself to the standards I expect of others by completing all duties on time.</p> <p>Progress: I have been actively communicating with the District Board, especially the Lieutenant Governors, Communications and Marketing Chair Jennifer Hoang, and District Technology Chair Denny Cao for promotion of Member Recognition Monday posts, awards and Master Records Sheet deadlines, and release of resources. I have also worked with District Governor Lawrence Sahagun and Fall Training Conference Chair Lindon Tran to prepare for all recognition-related things at Fall Training Conference, including the fashion show, T-Shirt Spotlight, and awards judging.</p>
<p>- Release awards, manuals, and the MRS by the end of August. Promote these resources as a way for clubs to maximize their achievements.</p> <p>Progress: I have released the Fall Training Conference Awards, General Recognition Manual, and the Master Records Sheet. The District Convention Awards are set to be released after Fall Training Conference. The District Awards Manual is currently a work in progress. The content for the manual is complete and the graphics are being finalized.</p>
<p>- Attend DCMs and actively promote the different forms of recognition we have in the district.</p> <p>Progress: I have attended Divisional Council Meetings for 8 of the 9 divisions and have promoted Member Recognition Mondays, awards and Master Records Sheet deadlines, and the Member Recognition Resources page on the district website at all the DCMs I attended. Most recently, I attended the DCMs held at Crazy Kompetition for Infants South and shared with clubs the FTC Fashion Show information deadline and received almost 30 submissions for the FTC Fashion Show.</p>
<p>- Recognize members at the district level using methods like Member Recognition Mondays and use this to encourage clubs and divisions to implement their own recognition programs.</p> <p>Progress: Member Recognition Mondays started on August 7th, the first Monday in August, and have continued every week, with the exception of October 30th, since there are 5 Mondays in October. After the summer one-on-ones were held, a google form was released so I could understand better what club officers wanted to learn about club recognition. The District Member Recognition utilized the responses and released a General Recognition Manual in early August and held a Club Recognition Webinar in late August.</p>

- Be transparent as a district board officer by increasing personal interactions with clubs and divisions. Actively go to events at the club and divisional level that encompass all three of the tenets.

Progress: With the start of the school year in late September, I have attended many of UCSD's service projects, socials, and general meetings. At club events, I met and talked to many new members and encouraged them to attend district events like CKI South and FTC. I also attended Paradise Divisional Council Meetings when I could and interacted with members from other clubs at DCMs. I have been unable to attend other clubs' general meetings since they conflict with my work schedule this quarter, but I plan on doing so next quarter.

V. **Announcements**

The Fall Training Conference Divisional Spirit Award voting and T-Shirt Spotlight will happen at Fall Training Conference on Saturday night during alternate activities. Don't forget to participate in the voting process and write appreciation notes for club t-shirt designers. Also, the Membership Recognition Program Webinar will be held on Thursday, November 9th at 9PM. We will be going over the requirements for the current term, what you can do to achieve an MRP level, and much more. I look forward to seeing you there!

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Membership Development & Education Chair Board Report

November 2017 Board Meeting

Respectfully Submitted by **Helen Nguyen**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/21 – 07/23	President's Retreat		32
08/04 – 08/06	District Professional Development Conference	3	19
08/17/7	Costa Mesa Kiwanis Meeting		1
08/28 – 08/29	Orange Coast College Welcome Tables	2	
09/02	Lexus Laceup Race	4.5	
09/14	Orange Coast College CKI General Meeting		1
09/18	CSU Long Beach CKI General Meeting		1
09/21	Orange Coast College CKI General Meeting		1
09/23	Magic Kingdom Divisional Service Project: Out of the Darkness Walk	4	
09/23	Magic Kingdom Sept Divisional Council Meeting		1
09/24	Race for a Cure	3	
10/14	Crazy Kompetition for Infants South	3	
10/26	Orange Coast College CKI General Meeting		1
10/29	KIWIN'S Training Conference	5	

10/31	Orange Coast College Coast Day	2	
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Total Service Hours since Last Board Report: 26.5

Total Service Hours since April 1st, 2017: 79

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/23/17	MD&E Committee	Committee Meeting	Zoom
07/27/17	MD&E Committee	Committee Meeting	Zoom
08/17/17	MD&E Committee	Committee Meeting	Zoom
09/10/17	MD&E Committee	Committee Meeting	Zoom
09/25/17	MD&E Committee	Committee Meeting	Zoom
09/30/17	MD&E Committee	Committee In-person	In person
10/02/17	MD&E Committee	Committee Meeting	Zoom
10/08/17	MD&E Committee	Committee Meeting	Zoom
10/16/17	MD&E Committee	Committee Meeting	Zoom
10/23/17	MD&E Committee	Committee Meeting	Zoom
08/11/17	Peter Yu	CAYP Mentor Program	E-mail
08/17/17	Ivan Hoz, Denny Cao, Jennifer Hoang	MUC Webinar	E-mail
08/19/17	Samantha Ruiz, Jennifer Hoang, Denny Cao	Service Webinar	E-mail
10/05/17	Lawrence Sahagun, Camille Goulet, Peter Yu	Member Installation Certificate	E-mail

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Successfully planned and help District Professional Development Conference 2017.
2. Hosted at least one Member Hosted Webinar per month.

3. District MD&E Committee started hosting weekly office hours.
4. Hosted a CKI 101 Webinar with the District MD&E Committee.
5. Created the first Alumni Series Video of the term.

b. Top 5 Plans

1. Release the Alumni Series Video #1 and application.
2. Create and release resources for clubs.
3. Hold a successful Scavenger Hunt at Fall Training Conference 2017.
4. Have more general members apply to host a webinar
5. Start planning and making the proposal for Spring Training Conference 2018

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 these goals.

-Act as a resource to Vice Presidents of Administration and Membership Chairs The MD&E Committee has helped with promoting office hours so officers are able to ask us questions and voice their concerns.
-Successfully plan and host District Professional Development Conference We were able to have a great event that was cohesive with Kiwanis Convention. Many people had the opportunity to learn something new from the event.
-Host monthly educational webinars for our District Since the beginning of my term, we have been able to release monthly applications for Member Hosted Webinars and have held AT LEAST one webinar per month.
-Create customized plans for each club of the District to help ensure their goals are met. MD&E Committee Representatives have been providing one-on-ones for their respective clubs to help each individual clubs with concerns or resources.

V. **Announcements**
n/a

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Service Chair Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Samantha Ruiz**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/12/17	CNH Declassified: Graphic Standards Survival Guide Webinar		1
07/16/17	District Board Meeting		1.75
07/18/17	Three Square	3	
08/04-06/17	District Professional Development Conference	3	19
09/05/17	How to Be #ServiceGoals: Improving Service in CNH		1
09/06/17	UNLV CKI 1 st General Meeting		1
09/15/17	International & District Documents Webinar		1
09/18/17	CNH CKI 101 Webinar		1
09/20/17	UNLV CKI 3 rd General Meeting		1
09/23/17	September Divisional Council Meeting (Online)		1
09/27/17	Kiwanis Family 101 Webinar		1

Total Service Hours since Last Board Report: 6

Total Service Hours since April 1st, 2017: 9.5

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/01/17-07/02/17	Reginald Sellote	Summer Service One-On-One Pre-communication	Email
07/01/17-07/02/17	Hui Situ	Summer Service One-On-One Pre-communication	Email
07/01/17-07/03/17	Kevin Liu	Summer Service One-On-One Pre-communication	Email
07/01/17	Lawrence Sahagun, Katelyn Duch, Camille Goulet, Robert Chirk, Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Unity Day/Week Proposal Draft	Email
07/01/17, 07/09/17, 07/20/17, 07/24/17, 07/31/17	Ellen Jacobson	Service Project at DPDC- Kiwanis Bike Shop	Email
07/03/17	Reginald Sellote	Summer Service One-On-One	Phone Call
07/03/17	Hui Situ	Summer Service One-On-One	Phone Call
07/03/17	Kevin Liu	Summer Service One-On-One	Google Hangouts
07/03/17, 07/08/17, 07/10/17	Jone Bacinskaite	Summer Service One-On-One Pre-communication	Email
07/03/17	Kevin Qu	Summer Service One-On-One Pre-communication	Email

07/03/17	Camille Goulet	Service Unity Week, service project at DPDC	Phone
07/03/17- 07/06/17	Maximilian Chen	Summer Service One- On-One Pre- communication	Email
07/03/17- 07/05/17	Andy Kwong	Summer Service One- On-One Pre- communication	Email
07/03/17- 07/05/17	Kimberly Hinojos	Summer Service One- On-One Pre- communication	Email
07/03/17, 07/12/17, 07/24/17, 07/25/17, 07/26/17, 07/31/17	Derek Furukawa	Service Project at DPDC- Kiwanis Bike Shop and Special Olympics	Email
07/05/17	Jone Bacinskaite	Summer Service One- On-One	Phone Call
07/05/17	Kevin Qui	Summer Service One- On-One	Google Hangouts
07/05/17	David Su	Summer Service One- On-One	Google Hangouts
07/05/17, 07/25/17, 08/02/17, 08/11/17	Eric Yan	CKlx Speak- Tomorrow Fund	Email
07/05/17, 07/12/17	Mel Rems	Service Project at DPDC- Nevada SPCA	Email
07/06/17	Maximilian Chen	Summer Service One- On-One	Google Hangouts
07/06/17	Andy Kwong	Summer Service One- On-One	Google Hangouts
07/06/17	Kim Hinojos	Summer Service One- On-One	Google Hangouts
07/08/17	CNH Circle K District Board	Service Resource Database Survey	Email

07/09/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Arlene Anguiano, Mariella Batacan, Chloris Li, Lawrence Sahagun	Service Committee Meeting #6 Pre-Communication: Minutes and Meeting Link	Email
07/11/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Samantha Shen, Arlene Anguiano, Mariella Batacan, Chloris Li, Lawrence Sahagun	Service Committee Meeting #6: service at DPDC, service webinar, committee jackets	Google Hangouts
07/11/17	Robert Chirk	DLSSP North and South Updates	Phone
07/13/17, 07/31/17	Malcolm Wieland	Service Project at DPDC- Nevada SPCA	Email
07/15/17	Lawrence Sahagun, Katelyn Duch, Robert Chirk, Camille Goulet, Ivan Hoz	June Chair MRF	Email
07/16/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Committee Meeting #7 Pre-Communication: Minutes and Meeting Link	Email
07/18/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Arlene Anguiano, Mariella Batacan, Chloris Li,	Service Committee Meeting #7: District Board updates, Service Unity Day/Week, Meaningful vs. Impactful service, service resource database updates, summer service webinar	Google Hangouts
07/23/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen,	Service Committee Meeting #8 Pre-Communication:	Email

	Mariella Batacan, Arlene Anguiano, Chloris Li	Minutes and Meeting Link	
07/24/17, 07/25/17	Robert Chirk	DLSSP South Updates	Email
07/25/17	Gavin Li, Henry Pham	DLSSP Conference Call #1 Pre-communication	Email
07/25/17	Gavin Li, Henry Pham, Robert Chirk	DLSSP Conference Call #1: DLSSP North and South Updates	Zoom
07/25/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Arlene Anguiano, Mariella Batacan, Chloris Li,	Service Committee Meeting #8: Webinar Presentations	Google Hangouts
07/25/17	Gavin Li, Henry Pham, Robert Chirk	DLSSP Conference Call #1: Meeting Recap	Email
07/25/17	Robert Chirk	DLSSP North and South Updates	Email
07/26/17	Robert Chirk	DLSSP Banners	Email
07/27/17	Lawrence Sahagun	DPDC Speeches	Email
07/30/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Committee Meeting Schedule for the upcoming week	Slack
07/31/17	Robert Chirk	Phone call schedule for the following week	Email
07/31/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Meeting schedule for the upcoming week	Email
07/31/17	Jordan	Service Project at DPDC- Special Olympics	Email
07/31/17	Camille Goulet	DLSSP	Phone

08/01/17	CNH CKI Presidents	Service Project at DPDC- Carpool and project information to pass along to their club members	Email
08/02/17	Robert Chirk	Update on Tomorrow Fund	Email
08/04/17	Mariella Batacan	Service Project at DPDC- Nevada SPCA Project Information	Email
08/05/17, 08/08/17	Robert Chirk	Phone call schedule for the following week	Email
08/07/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Committee Meeting #9 Pre-Communication: Minutes and Meeting Link	Email
08/07/17	Robert Chirk, Gavin Li	DLSSP Conference Call #2 Pre-communication	Email
08/07/17	Camille Goulet	DLSSP	Phone
08/08/17	Robert Chirk, Gavin Li	DLSSP Conference Call #2	Zoom
08/08/17	Hever Miranda, Gavin Li, Emily La, Samantha Shen, Mariella Batacan, Chloris Li,	District Service Committee Meeting #9: summer service webinar, tabletop service project ideas for FTC, one-on-ones, service database final drafts	Google Hangouts
08/09/17	Emily La and Samantha Shen	FTC tabletop service project donations	Email
08/09/17	Arlene Anguiano and Mariella Batacan	DLSSP registration and signing up for one-on-ones with me	Email
08/09/17, 08/22/17	Darin Ngo	DSI Inquiry for FTC program	Email
08/13/17	Robert Chirk	DLSSP South Updates	Email

08/13/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Committee Meeting #10 Pre-Communication: Minutes and Meeting Link	Email
08/14/17	Camille Goulet, Robert Chirk, Lawrence Sahagun, Katelyn Duch, Ivan Hoz	July Chair MRF	Email
08/15/17	Mike Benesch	Service Unity Day/Week Information	Email
08/15/17	Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Arlene Anguiano, Mariella Batacan, Chloris Li,	Service Committee Meeting #10: Summer Service webinar, service officer bonding system, DLSSP Updates, fall meeting schedule, one-on-ones	Google Hangouts
08/16/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Recap of Service Committee Meeting #10 and assignment reminders	Email
08/17/17	Robert Chirk	Next week's phone call schedule	Email
08/18/17	Emily La	FTC tabletop service project ideas	Email
08/20/17	Lawrence Sahagun	District Board Jacket-response to Online Board Meeting Agenda email	Email
08/20/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Committee Meeting #11 Pre-Communication: Minutes and Meeting Link	Email
08/22/17, 08/23/17	Robert Chirk	Committee member updates	Email

08/22/17	Robert Chirk	DLSSP North and South Updates	Phone
08/22/17, 08/27/17	Ryan Hoang	Service Committee Jacket graphic	Email
08/22/17	Hever Miranda, Gavin Li, Emily La, Samantha Shen, Arlene Anguiano, Mariella Batacan, Chloris Li,	Service Committee Meeting #11: service officer bonding system brainstorming, upcoming webinar, committee jacket updates, group communication methods, webinar power point, service database final drafts	Google Hangouts
08/23/17	Robert Chirk	Committee member updates	Phone
08/24/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Webinar Draft due date reminder	Slack
08/26/17	CNH CKI District Board and Executive Board Officers	Service Unity Day/Week- Save the Date	Email
08/27/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Committee Meeting #12 Pre-Communication: Minutes and Meeting Link	Email
08/29/17	CNH CKI District Board and service officers	Anonymous Service Submission Form	Email

08/29/17	Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Arlene Anguiano, Mariella Batacan, Chloris Li,	Service Committee Meeting #12: Anonymous Service Submission Form, final FTC tabletop service project ideas, committee jacket updates, how to be #servicegoals webinar run through	Google Hangouts
08/30/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Anonymous Service Submission Form Updates and webinar script	Slack
08/31/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Webinar promotion assignments	Slack
09/03/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	How to Be #servicegoals Webinar Information	Email
09/05/17	Lawrence Sahagun, Lindon Tran	FTC Prep- Onsite Service Project	Email
09/05/17	Robert Chirk	DLSSP North and South Updates	Phone
09/05/17, 09/07/17	Chloris Li, Lawrence Sahagun	Service Committee Updates	Email
09/06/17	Robert Chirk	DLSSP Volunteer Expectations	Email
09/10/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen,	Service Committee Meeting schedule for the upcoming week	Email

	Mariella Batacan, Arlene Anguiano, Chloris Li		
09/10/17	Camille Goulet, Robert Chirk, Lawrence Sahagun, Katelyn Duch, Ivan Hoz	August Chair MRF	Email
09/10/17	CNH CKI District Board and service officers	Anonymous Service Submissions, Service Jackets, and Individual Assistance	Email
09/13/17, 09/16/17, 09/21/17, 09/22/17, 09/26/17, 09/27/17, 09/27/17, 10/03/17, 10/04/17, 10/13/17, 10/17/17, 10/20/17, 10/22/17	Josh Koh	DLSSP Hawai'i	Facebook Messenger
09/13/17, 09/14/17, 09/17/17, 10/09/17, 10/17/17, 10/18/17, 10/20/17	Kevin Liu	DLSSP Hawai'i	Facebook Messenger
09/13/17, 09/14/17, 09/18/17, 10/09/17, 10/17/17, 10/19/17, 10/20/17, 10/22/17	David Batulayan	DLSSP Hawai'i	Facebook Messenger
09/13/17, 09/14/17, 09/20/17,	Melia Takakusagi	DLSSP Hawai'i	Facebook Messenger

10/09/17, 10/17/17, 10/18/17			
09/15/17	Camille Goulet, Lawrence Sahagun, Chloris Li	Approval Request for Service Unity Week Facebook Banner	Email
09/17/17	Kevin Liu	DLSSP Hawai'i	Google Hangouts
09/17/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Committee Meeting #13 Pre- Communication: Minutes and Meeting Link	Email
09/18/17	David Batulayan	DLSSP Hawai'i	Facebook Messenger
09/19/17	Samantha Shen	Service Committee Meeting #13 Attendance	Email
09/19/17	Robert Chirk	DLSSP North and South Updates	Phone
09/19/17	Lindon Tran, Darin Ngo	FTC Program Ad	Email
09/19/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Arlene Anguiano, Mariella Batacan, Chloris Li,	Service Committee Meeting #13: committee meeting time change, DSI workshop at FTC, Service Unity Week promotion, next webinar, DSI Health Tips, Service Resource Database Updates, Committee jacket updates	Google Hangouts
09/20/17	Melia Takakusagi	DLSSP Hawai'i	Facebook Video Chat
09/22/17, 09/26/17	Jennifer Hoang	Service Unity Week Facebook Event Page	Email

09/22/17	Lawrence Sahagun, Camille Goulet	Request to Approve DSI Health Tip Segment	Email
09/24/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Committee Meeting schedule for the upcoming week	Email
09/26/17	CNH CKI District Board and service officers	Service Jacket Name Submissions and Interest Form	Email
09/27/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Unity Week Promotion	Email
09/28/17	Lawrence Sahagun	Approval o email containing Service Unity Week Details	Email
09/28/17	Marco Alexi Sta Ana	Service Jacket Name Submissions and Interest Form	Email
09/29/17	Josh Koh and other Executive Board Officers at HPU	DLSSP Hawai'i	Google Hangouts
09/30/17	Lawrence Sahagun	FTC scripts	Email
10/01/17	CNH CKI District Board and Executive Board Officers	Service Unity Week Details	Email
10/01/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Committee Meeting #14 Pre- Communication: Minutes and Meeting Link	Email
10/01/17	Tiffany Huang	Service Jacket	Email
10/01/17	All CNH Lieutenant Governors	Service Jacket Name Confirmations	Slack

10/03/17	Robert Chirk	DLSSP North and South Updates	Phone
10/03/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Committee Meeting Link Change	Email
10/03/17	Lawrence Sahagun	Meeting Info for upcoming service meeting	Email
10/03/17	Lawrence Sahagun	Response to "Check Slack" email	Email
10/03/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Arlene Anguiano, Mariella Batacan, Chloris Li, Lawrence Sahagun	Service Committee Meeting #14: Service Unity Week, service officer jacket, DSI Health Tip Segment Updates, FTC Service Project Donation updates, updates on FTC workshop	Google Hangouts
10/06/17	CNH CKI District Board and service officers	Service Officer Jackets	Email
10/08/17, 10/09/17	Amanda Liao	Service Officer Jacket	Email
10/08/17	Camille Goulet, Lawrence Sahagun	Request for Approval-Service Unity Week Graphics	Email
10/08/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Mariella Batacan, Arlene Anguiano, Chloris Li	Service Committee Meeting #15 Pre-Communication: Minutes and Meeting Link	Email
10/09/17	CNH CKI District Board and service officers	Reminder to Order Service Officer Jackets	Email
10/09/17-10/11/17	Aloha Ballesteros	Service Officer Jackets	Email
10/09/17	Jai Lazar	Service Officer Jacket Inquiry	Email

10/10/17	Camille Goulet, Robert Chirk, Lawrence Sahagun, Katelyn Duch, Ivan Hoz	September MRF and Executive Board Updates	Email
10/10/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Arlene Anguiano, Mariella Batacan, Chloris Li	Service Committee Meeting #15: service officer jackets, Service Unity Week, DLSSP Updates, DSI Health Tips,	Google Hangouts
10/12/17	Gavin Li, Henry Pham	DLSSP North and South Proposals	Email
10/14/17	Camille Goulet	Course Enrollment Verification	Email
10/14/17	Robert Chirk, Henry Pham	DLSSP South project details	Email
10/14/17	Robert Chirk, Camille Goulet, Lawrence Sahagun	DLSSP South project details	In person
10/15/17	Lawrence Sahagun	Request for Approval-Service Unity Week Email	Email
10/15/17	CNH District Board and Executive Board Officers	Welcome to Service Unity Week	Email
10/15/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Arlene Anguiano, Mariella Batacan, Chloris Li	Service Unity Week Promotion, meeting schedule for the upcoming week	Email
10/15/17	Gavin Li, Henry Pham, Arlene Anguiano, Mariella Batacan	DLSSP Meeting #1 Info-Agenda and meeting link	Email
10/15/17	Jennifer Hoang	Let's Talk About Mental Health Webinar Info for Facebook Event Page	Email
10/15/17	Hever Miranda	Service Unity Week Daily Graphics to be posted for theme promotion	Email

10/17/17	Robert Chirk	DLSSP North and South Updates	Phone Call
10/18/17, 10/19/17, 10/20/17	Robert Chirk	DLSSP South Updates	Email
10/19/17	Gavin Li, Henry Pham	DLSSP North and South Proposal Drafts	Facebook Messenger
10/19/17	Hever Miranda	Service Unity Day Graphic for promotion	Email
10/19/17, 10/22/17	Camille Goulet	General advice	Email
10/20/17	Camille Goulet, Robert Chirk, Katelyn Duch, Lawrence Sahagun, Gavin Li, Henry Pham	DLSSP North, South, and Hawai'i Proposal Drafts and November Board Report Draft	Email
10/22/17	Zena Amran, Hever Miranda, Gavin Li, Henry Pham, Emily La, Samantha Shen, Arlene Anguiano, Mariella Batacan, Chloris Li	Service Meeting #16: Meeting link and agenda	Email
10/22/17, 10/23/17	Robert Chirk	DLSSP Proposal Feedback and Advice	Email
10/22/17, 10/23/17	Lawrence Sahagun	DLSSP Final Proposal Draft Advice	Facebook Messenger
10/23/17	Denny Cao	Putting Service Database Documents onto CNH Website	Facebook Messenger
10/23/17	Gavin Li, Henry Pham	DLSSP North and South Proposal changes for final drafts	Facebook Messenger

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Service Unity Day/Week was officially approved.
2. My committee hosted our first webinar aimed at improving the quality of service throughout CNH.

3. My committee planned and started collecting donations for the tabletop service project at FTC.
4. The three service projects at DPDC went well.
5. All of the documents for the Service Resource Database have been created and edited by the District Service Committee.

b. Top 5 Plans

1. Finalize all of the details for DLSSP North, South, and Hawaii and get them approved at the November District Board Meeting and begin working on registration once the events have been approved.
2. Upload all of the Service Resource Database documents onto the CNH website.
3. Successfully carry out Service Unity Day/Week.
4. Implement a successful service officer bonding system.
5. Release forms for the Regional Service Database.

III. **Resources Needed**

1. DLSSP 2017 Registration Forms
2. Proposal Documents
3. Support and assistance from District Board and District Service Committee members

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 these goals.

- Goal: "I want to bridge the gaps between myself and other service officers and the gaps between service officers by providing them with various resources and opportunities throughout the year for all of us to get to know one another. I will do this by making use of the VPS/Service Chair Facebook Group, a Divisional Service Liaison system that will be led by myself and my committee members, creating a Facebook Page that encourages members throughout the District to engage in
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service-related topics, splitting service officers into designated groups in order to facilitate further group bonding and discussion throughout the year, and hosting regular opportunities for one-on-ones and office hours."

- Evaluation: In order to bridge these gaps, I have hosted two rounds of one-on-ones with service officers, made use of both the VPS/Service Chair Facebook Group and emails to communicate important information, release an Anonymous Service Submission Form to give service officers another medium to ask me and the Service Committee any questions that they may have, and created a service officer jacket. Instead of a Divisional Service Liaison system, I have decided to implement a service officer bonding system, which will officially be implemented at FTC hopefully.

- Goal: "I want to improve the Service Database by regularly updating the one on the CNH website and adding a video component to it. These videos will be called the Service Video Series, and they will contain various segments related to service, such as videos about the DSI, ISI, and tabletop projects. I also want to create a Divisional Service Database that contains a list of organizations and their contact information for all of the schools within a given division so that incoming service officers can look at the organizations that past service officers in their division have worked with in order to gain inspiration for organizations that they can work with during their terms. These materials will serve to further educate service officers and members on how they can improve their communities through service."

- Evaluation: So far, the only progress that has been made with regards to the Service Resource Database is that all of the old and new documents have been written and edited by the Service Committee and are being prepared to be uploaded onto the CNH website. The Regional Service Database forms will be released some time after FTC, and once we get that information, we will compile it and release it in time for the officers during the 2018-2019 term. I am hoping that we can still implement video resources at some point in the term, but for now, I am going to prioritize the Service Resource Database and the Regional Service Database. I will be content if we have the time and resource to implement at least one video.

- Goal: "I want to have a DSI-related Service Unity Week before CKI North and South this year in order to educate members about the DSI and the service we do as a district right at the beginning of the fall term. I will work with my committee and Camille over the summer to plan and finalize all of the details for Service Unity Week and propose the event at the July District Board Meeting."

- Evaluation: This goal is almost completed! Service Unity Week ended up being after CKI North and South because that's what the District Board determined was best, which means that it's starting tomorrow (Oct. 16). This week is themed with

<p>the DSI, and I am hopeful that everything will go well. I will be able to report more about this goal after this event ends.</p>
<p>- Goal: "I want to have three successful DLSSP events. I'm hoping that we can increase participation at all three DLSSP's from this past year by planning DLSSP over the summer and beginning of fall term and getting everything approved by the November District Board Meeting. This will help us finalize details far ahead of time so that there will hopefully be no last minute changes that need to be made that may confuse members or limit clubs' attendance. It will also help us prepare effective advertisement material and utilize this material effectively. If possible, I would like to try to get DLSSP South and DLSSP Hawaii at one project site this year in order to promote further bonding amongst clubs. I want to work with G-bus to fundraise money so that the clubs in Hawaii can afford to travel to one island for DLSSP."</p> <p>- Evaluation: My DLSSP Chairs and I are getting ready to submit the DLSSP proposals next week, and I'm very excited to present these to the District Board. DLSSP North, South, and Hawaii will all have multiple sites, but I am confident that members will really love the projects and will still be able to bond despite the fact that they are at multiple sites. I will be able to report more about this goal after these events.</p>
<p>-Goal: "I want to increase the total number of service hours in the district from last year and ensure meaningful service all throughout the district by supporting, helping, and guiding all service officers throughout the year. This will be achieved by regularly updating and advertising the Service Database and hosting bi-monthly one-one-ones and/or office hours for service officers to attend."</p> <p>- Evaluation: The Service Database hasn't been released yet, so we haven't been able to advertise this as a resource to help service officers throughout their term. I have hosted two rounds of formal one-on-ones and had many individual meetings with service officers throughout the term in order to help them. It's hard for me to host one-on-ones during the school season because I get so busy, but I think it would be possible for me to start hosting monthly or bi-monthly office hours in order to still be able to provide this form of assistance without having to host actual one-on-ones.</p>

V. **Announcements**
N/A

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Technology Chair Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Denny Cao**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/11/17	Communications and Marketing Committee Meeting		1
07/14/17-07/15/17	July District Board Weekend		25
07/18/17	Communications and Marketing Committee Meetings		1
07/21/17-07/23/17	President's Retreat		32
07/26/17	CNH District & You: A Long Distance Friendships Webinar		1
08/01/17	Communications and Marketing Committee Meeting		2
08/04/17-08/06/17	District Professional Development Conference	3	19
08/08/17	Communications and Marketing Committee Meeting		2
08/14/17	Division 12 Kiwanis Divisional Council Meeting		3
08/15/17	Communications and Marketing Committee Meeting		2
08/16/17	Circle K, Your Health, and You! Webinar		1
08/19/17	Quad DCM	3	5
08/22/17	Communications and Marketing Committee Meeting		2

08/23/17	Membership Update Center Webinar		1
08/27/17	How to Host a Key to College Webinar		1
08/29/17	Tabling		4
08/30/17	Tabletop Service	4	
08/30/17	Club Recognition Webinar		1
08/31/17	GAG Kiwanis Meeting		2
08/31/17	SDSU Soft Meeting		3
09/02/17	University Heights Environmental Project	2.5	
09/03/17	US Sand Sculpture Challenge	5	
09/05/17	How to Be #Servicegoals: Improving Service in CNH Circle K		1
09/07/17	SDSU General Body Meeting		2
09/07/17	Guiltea Fundraiser		2
09/13/17	C&M Committee Meeting		2
09/13/17	District Fundraising Initiative Webinar		1
09/14/17	SDSU General Body Meeting		2
09/15/17	International and District Documents Webinar		1
09/17/17	Torrey Pines Hike		2.5
09/21/17	SDSU General Body Meeting		2
09/21/17	Tabling Webinar		1
09/24/17	How to Live Cheap: College Budgeting Webinar		1
09/26/17	Reality Changers	3	
09/27/17	Kiwanis Family 101 Webinar		1
10/01/17	Crazy Kompetition Games Webinar		1
10/14/17	Crazy Kompetition for Infants South	6	3
10/18/17	Let's Talk About Mental Health Webinar		1

10/19/17	SDSU General Body Meeting		2
10/19/17	SDSU Movie Social		2.5
10/20/17	Marvin Elementary Halloween Carnival	3	

Total Service Hours since Last Board Report: 29.5

Total Service Hours since April 1st, 2017: 56

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/16/17	District Board	Office hours	Slack
07/16/17	Kim-mai Hoang	DCON website	Messenger
07/17/17	Mark Catolos	PR prep	Messenger
07/17/17	Jennifer Hoang	Club C&M chairs organizing	Messenger
07/18/17	Every Division's C&M chairs	Introductions	Messenger
07/20/17	Don Hull	DCON information including order form	Email
07/20/17	Kim-mai Hoang	DCON order form	Messenger
07/20/17	Jennifer Hoang	Office hours and district events websites	Messenger
07/24/17	Esther Wang, Helen Nguyen	MR webinar planning	Email
07/24/17	A Long Distance Friendships Webinar Hosts	Webinar planning	Messenger
07/25/17	Esther Wang	MRP Changes for website	Email/Messenger
07/25/17	Jennifer Hoang	C&M committee jacket designs	Messenger
07/25/17	Lawrence Sahagun	DPDC flag salute	Email

07/26/17	A Long Distance Friendships Webinar Hosts	Running webinar	Messenger/Hangouts
07/27/17	Katelyn Duch	July District Board Meeting documents	Email/Facebook
07/29/17	Esther Wang	Getting MR resources ready	Messenger
07/29/17	Don Hull	Calendar updates	Email
07/30/17	Tiffany Nguyen (UC Berkeley Tech Chair)	1-on-1	In person
07/31/17	Mlou Aquino (Sunspot editor), Jennifer Hoang	Sunspot updates	Messenger
08/01/17	Jennifer Hoang	Newsletter advice	Messenger
08/01/17	Jennifer Hoang, Mlou Aquino	Sunspot updates	Hangouts
08/02/17	Diana Mora, +1	Somebody wanted to find out more information about Foothill CKI	Messenger
08/02/17	Mark Catolos	Plans to go to D12 Kiwanis DCM	Messenger
08/06/17	Sara Chen (C&M Sunburst Chair)	Sunburst submission link update	Messenger
08/06-08/07/17	Esther Wang	MR resources	Messenger
08/07/17	Manuel Santiago	Email updates	Messenger
08/08/17	Jennifer Hoang	Updates on website	Messenger
08/10/17	Jennifer Hoang	Posting the webinar on the website	Messenger
08/11/17	Jennifer Hoang	Icons for club map	Email/Facebook

08/11/17	Mark Catolos	Updating advisor information on the website	Messenger
08/13/17	Esther Wang	Updating website for MR resources	Messenger
08/14/17	Kelly Low (CSU Fullerton Tech Chair)	Setting error webpages (503, etc) for club website	Messenger
08/15/17	Kelly Low	Updating website to be following the style guide	Messenger
08/15/17	Numfon Vilay (UN Reno President)	Help with club website	Messenger
08/15/17	Joseph Le	FTC website prep, access to District calendar	Messenger
08/15-08/16/17	Sienna Nguyen	Webinar help/running it	Messenger/Hangouts
08/17/17	Lindon Tran	FTC documents on the website	Email
08/18/17	Manuel Santiago	Charter updates on website	Messenger
08/21/17	David Duy Ngo	Club map	Messenger
08/21/17	Hershey Guzman (SDSU President)	Graphic standard stuff	Messenger
08/22/17	Jennifer Hoang	Tabling manual	Messenger
08/23/17	Membership Update Center Webinar Hosts	Webinar planning and running it	Messenger/Hangouts
08/23/17	Jennifer Hoang	C&M tips	Messenger
08/27/17	Ana Chavez	See below	Messenger
08/27/17	How to Host a Key to College Webinar Hosts	Webinar planning and running it	Messenger/Hangouts
08/27/17	C&M Cinematographers	Sunny TV calendar updates	Zoom

08/27-08/28/17	Katelyn Duch	L&R committee on the website update/critique	Messenger
08/28/17	Esther Wang	Webinar things	Messenger
08/29/17	Hever Miranda (Service EA)	Working out how to overcome running webinar	Messenger
08/30/17	Katelyn Duch	Getting documents on the website	Messenger
08/30/17	Lindon Tran	FTC registration on the website	Email/Messenger
08/30/17	Club Recognition Webinar Hosts	Webinar planning and running it	Messenger/Hangouts
08/30/17	Richard Mora (SDSU Tech Chair)	Advice on website for club	Messenger
08/30/17	Joshua Nepomuceno	Email troubleshooting	Messenger
09/01-09/02/17	Jonathan Chu (FTC Tech Chair)	Getting the FTC website up and running with the cnhcirclek.org URL	Messenger
09/02/17	Joseph Le	Information on where to change the CNAME/A to point to the FTC website server	Messenger
09/03-09/04/17	Lindon Tran	Website updates	Messenger
09/04/17	Sara Chen	Graphics update	Messenger
09/04/17	Donald Franks	DCON website updates	Messenger
09/05/17	Hever Miranda	Webinar setup	Messenger
09/05/17	Jonathan Chu	Figuring out analytics	Messenger
09/05/17	Hershey Guzman	ERF's	Messenger
09/06/17	Katelyn Duch	Webinar stuff for L&R committee	Messenger

09/07/17	Chloris Li (Service Committee's Graphics Chair)	Setting up meeting to talk about updating service database	Messenger
09/12/17	Richard Mora	Club website suggestions	Messenger
09/12/17	Chloris Li	Talking about how to update the service database	Hangouts
09/13/17	District Fundraising Initiatives Webinar Hosts	Webinar semantics and running it	Messenger/Hangouts
09/15/17	Laws and Regulations Webinar Hosts	Webinar protocols and running it	Messenger/Hangouts
09/17-09/18/17	Helen Nguyen	Webinar things, since I wasn't able to run this one	Messenger
09/19/17	Hershey Guzman	CKI rulebook from last year	Messenger
09/24/17	Helen Nguyen	Webinar things	Messenger
09/24/17	Budget Webinar Hosts	Webinar protocols and running it	Messenger/Hangouts
09/26/17	Calvin Tang (KFam Education chair)	KFam 101 Webinar setup	Messenger
09/26/17	Joshua Nepomuceno	Information to update the website	Messenger
09/26/17	KFam 101 Webinar Hosts	Webinar protocols	Messenger
09/27/17	Mlou Aquino, Jennifer Hoang	Sunspot approval	Messenger
09/27/17	Ana Chavez	Webinar for KFam 101	Messenger
09/27/17	KFam 101 Webinar Hosts	Running the webinar	Messenger/Hangouts
09/29/17	Kelly Low	Website award questions	Messenger
10/01/17	Crazy Kompetition Webinar	Webinar protocols and running it	Messenger/Hangouts

10/01-10/02/17	Tiffany Nguyen	Club website updates/awards	Messenger
10/04/17	Lindon Tran	Email troubleshooting	Messenger
10/10/17	Tiffany Nguyen	Updated link for Bi-weekly Digests	Messenger
10/14/17	Ivan Hoz	Poll for CKI S	Messenger
10/16/17	Don Hull	CKI information	Email
10/18/17	Mental Health Webinar Hosts	Webinar protocols and running it	Messenger/Hangouts

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Set up all the webinars and MR Mondays
2. Set up pages/sites for FTC and CKI N/S
3. Set up resources for different things including awards and fundraising stuff
4. Established a new DCON order form that is easier and faster to edit for future chairs
5. Began establishing lines of communications for club tech chairs and me (office hours soon)

b. Top 5 Plans

1. Office hours
2. Meet the DBoard page (which might be out by FTC)
3. Update the website as much as possible with relevant information
4. More pages for resources
5. Clean up some things, like division pages

III. Resources Needed

1. Time
2. Patience
3. Just give me things to do in advance from when you need it

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 these goals.

<p>- Attend DCMs and GBMs to get people's input on the website</p> <p>Attended meetings that are not of my home club or division like UCSD and Quad DCM, promoting things like website things or C&M news. Still occasionally speaking at my home club about it, and been reaching out to individuals to check it out.</p>
<p>- Have more posts on the website and use that to spread information and market the website</p> <p>I feel like this slowed down when the school year started, but it started off really strong during summer. With every release of new resources more people have been visiting the website. Actually on average there is an increase of about 100% from last year's website traffic.</p>
<p>- Provide resources that are easily accessible by anybody whenever they need it</p> <p>Thank you to everyone who gave me resources to post. Things like MR resources and tabling resources brought a lot of traffic and a lot of people are using it. Webinars is also bringing a lot of information to many people and it's accessible. I will probably start a playlist for all webinars for sharing.</p>
<p>- Archive and categorize posts and downloads; also place downloads on the website</p> <p>There is a big effort to categorize posts and pages on the website and it is going good with no hitch thus far.</p>

V. **Announcements**

There was a couple of big things in the technology front, but it could not have happened with the work and help of many people. As you can tell the FTC website is up and running using the cnhcirclek.org url. The website is designed and made by Jonathan Chu, so thank you to him. If you check the YouTube page, there are a lot of videos, but especially webinars. There are a lot of webinars now, and I expect a lot more. Thank you to the MD&E committee and the hosts themselves for setting up and doing the webinar. Resources for a wide range of people is now available on the website thanks to the FiFun, MR, and C&M committee. A lot of things that was by themselves has become integrated with the website which includes the Sunburst, MR Mondays, and more. Small updates that could be fun to members have also been added to the website, like the club map or even scrolling notifications in the front. Shout outs to Andy Kim for the new background picture in the front page.

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Capital Lieutenant Governor Board Report
November 2017 Board Meeting
 Respectfully Submitted by **David Duy Ngo**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/21-7/23/2017	Presidents Retreat		32
7/24-7/28/2017	Salvation Army Kids College	30	
7/30/2017	July DCM		5
8/2/2017	Capital Division C&M Meeting		1
8/4-8/6/2017	DPDC 2017	3	
8/11-8/24/2017	One on Ones		1
8/16/2017	Circle K, Your Health, And You Webinar		1
8/16/2017	UCD 2nd Soft General		1
8/17/2017	FLC's End of Summer Lake Social		3
8/19/2017	Quad DCM	3	
8/23/2017	Carmichael Kiwanis Meeting		1
8/24/2017	FLC's First General Meeting		1
8/24/2017	Smash Burger Social		1
8/24/2017	Kiwanis Meeting of Rancho Cordova		2

8/25/2017	Chico Pho Social		1
8/25/2017	Chico Tabling		4
8/20/2017	Sac's Turkey Family Bbq + Guests		1
8/27/2017	August DSP: Sac Zoo	4	1
8/29/2017	District Board Online Meeting		1
9/5/2017	SJSU Info Night		3
9/6/2017	UNR's First General Meeting		2
9/7/2017	Sac State's first general meeting		1
9/7/2017	UOP's first general meeting		1
9/8/2017	Delta's soft general meeting		1
9/9/2017	Greek Festival		1
9/9/2017	Land Park Clean Up	3	
9/12/2017	Chico's first general meeting		1
9/13/2017	Folsom's club rush		1
9/14/2017	FLC's First General Meeting		1
9/19/2017	CSU Chico's First General Meeting		1
9/20/2017	Delta's club rush		2
9/21/2017	Sac City College Club Rush		3
9/22/2017	Delta College General Meeting		1
9/23/2017	September DCM		3.5
9/23/2017	Region 16 Key Club RTC		2
9/23/2017	Folsom Live	3	
9/24/2017	President One-on-One		2
9/24/2017	District Board Online Meeting		1
9/26/2017	Sac City College First Gen Meeting		1
9/26/2017	Laguna Elk-Grove Kiwanis Meeting		2
9/27/2017	UC Davis Farmers Market Social		2
9/30/2017	ATP Stockton Challenger	2	

10/2/2017	ATP Stockton Challenger	5	
10/4/2017	UC Davis First General Meeting		1
10/7/2017	CKI North		7
10/10/2017	CSU Chico Gen Meeting		1
10/12/2017	Capital Webinar: Go Green and Stay Clean		1
10/12/2017	UOP's general meeting		1
10/14/2017	UC Davis Key to College		2
10/19/2017	Kiwanis D7 DCM		2
10/21/2017	Fall CLSSP	3	
10/21/2017	UC Davis Chi Ha Pa	1	
10/28/2017	UOP Key to College		3
10/28/2017	UNR Murder Mystery Night		3

Total Service Hours since Last Board Report: 53

Total Service Hours since April 1st, 2017: 65

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/10/2017	Derek Furukawa (UNR Advisor)	July DCM Supervisor	Facebook Messenger
7/15/2017	Alyna Nguyen, Michael Novang, and Calvin Lu	July DCM Cheer Workshop	Facebook Messenger
7/15/2017	Ryan Su and Raul Esteves	July DCM Update	Facebook Messenger
7/15/2017	Ryan Su and Raul Esteves	July DCM Update	Phone Call
7/16/2017	Lawrence Sahagun and LTGs	Carpools for PR	Facebook Messenger
7/16/2017	Victoria Tith	Capital July Recap Video	Facebook Messenger

7/17/2017	Kristine Gibson	July DCM Chaperone	Text/Phone
7/17/2017	Diana Mora and Manuel Santiago	Interdivision Buddies and Office Hours	Facebook Messenger
7/17/2017	Andrew Fong	July DCM Supervisor	Facebook Messenger
7/17/2017	Katelyn Duch and Bill Truong	Fiery Phoenixes PR Prep	Facebook Messenger
7/17/2017	Christina Talioaga	Salvation Army Kids College Shopping	Facebook Messenger
7/17/2017	Sarah Ko and Eric Munoz	Fall CLSSP Preparations	Facebook Messenger
7/18/2017	July DCM Committee	July DCM Committee Meeting	Facebook Messenger
7/18/2017	Alex D Nguyen and Lawrence Sahagun	Presidents Retreat Workshop	Facebook Messenger
7/18/2017	Raul Esteves	Sign Ups for July DCM	Facebook Messenger
7/18/2017	Alayna Nguyen	MDE One on One Reflection	Facebook Messenger
7/18/2017	Andy Alba	DSP Planning	Facebook Messenger
7/19/2017	Omar Sanchez	Kids College	Text/Phone
7/19/2017	Victoria Tith	Salvation Army Kids College Shopping	Facebook Messenger
7/20/2017	Alex D Nguyen and Lawrence Sahagun	Presidents Retreat Update	Facebook Messenger
7/20/2017	Katelyn Duch and Bill Truong	Fiery Phoenixes PR Prep	Facebook Messenger
7/20/2017	Sienna Nguyen	Sunny Pickup	Facebook Messenger
7/21/2017	Colleen Smith	Supervising Advisor for July DCM	Email

7/22/2017	July DCM Committee	Meeting	Google Hangout
7/23/2017	Fiery Phoenixes (PR)	Photo Exchange	Facebook Messenger
7/24/2017	Abby Lok	Kids College	Text/Phone
7/24/2017	Rocio Roman and Nessa Garcia	Salvation Army Kids College	Facebook Messenger
7/24/2017	Rocio Roman	Salvation Army Kids College	Facebook Messenger
7/25/2017	Colleen Smith	July DCM Supervisor	Text/Phone
7/25/2017	Thuy Tran	July DCM Questions	Text/Phone
7/25/2017	Ryan Su	July DCM Details	Text/Phone
7/25/2017	Nessa Garcia	Salvation Army Kids College	Facebook Messenger
7/25/2017	David Tan	July DCM Supervisor	Facebook Messenger
7/25/2017	Lawrence Sahagun, Numfon, Joey, and Christine	DPDC Lunch Time Planning	Facebook Messenger
7/25/2017	Lawrence Sahagun, Numfon, Joey, and Christine	DPDC Lunch Time Planning	Facebook Messenger
7/25/2017	Kim Hoang (D27N LTG Key Club)	Salvation Army Kids College	Facebook Messenger
7/25/2017	Jared Samonte	July DCM	Facebook Messenger
7/25/2017	July DCM Committee	Meeting	Google Hangout
7/26/2017	Christina Chu	Methods of FTC Outreach to Capital	Email

7/26/2017	Ryan Su	July DCM Waivers	Text/Phone
7/26/2017	David Tan	July DCM Supervisor	Facebook Messenger
7/26/2017	Ivince Pajarin	DPDC Rides	Facebook Messenger
7/26/2017	Kimberly Figueria	Non-Profit Tax ID Details	Facebook Messenger
7/26/2017	Victoria Tith	Capital July Recap Video	Facebook Messenger
7/27/2017	Josephine Molina and Tracy Liu	Division 44 Kiwanis DCM Volunteers	Email
7/27/2017	Rae Whitby-Brummer	Superviser for July DCM	Email
7/27/2017	Ryan su	July DCM Master Document	Text/Phone
7/27/2017	Megan Kan	Salvation Army Kids College	Facebook Messenger
7/27/2017	Christina Talioaga	Salvation Army Kids College	Facebook Messenger
7/27/2017	Yen Vo	Sunny TV Clips	Facebook Messenger
7/28/2017	Ryan Su	July DCM Preparations	Text/Phone
7/28/2017	Omar Sanchez	Kids College	Text/Phone
7/28/2017	Pier Kang	Capital Cheers	Facebook Messenger
7/28/2017	Antonio Gonzales	Rides for July DCM	Facebook Messenger
7/28/2017	Delta College	July DCM Preparations	Facebook Messenger
7/28/2017	July DCM Attendees	Questions and Preparations	Facebook Messenger

7/28/2017	Marc Magpily	FLC Rodeo Service Event	Facebook Messenger
7/29/2017	Karen Cao and Antonio Gonzalez	Rides for July DCM	Facebook Messenger
7/30/2017	Rae Whitby-Brummer	Quad DCM ERF	Email
7/30/2017	Josephine Molina and Christina Chu	FTC Talk	Google Hangouts
7/31/2017	Michael Novang	DPDC Rides	Facebook Messenger
7/31/2017	Sunset and Capital Attendees for DPDC	DPDC Rides	Facebook Messenger
7/31/2017	Ivan Hoz	Housing for DPDC	Facebook Messenger
7/31/2017	Jennifer Sandoval	DPDC Rides	Facebook Messenger
7/31/2017	Sienna Nguyen	DPDC Rides	Facebook Messenger
8/1/2017	Yen Vo, and Tech Committee	Sunny TV Episode 1	Facebook Messenger
8/1/2017	Lawrence Sahagun, Numfon, Joey, and Christine	DPDC Lunch shopping	Facebook Messenger
8/1/2017	Helen Nguyen	DPDC Member Replacement	Facebook Messenger
8/1/2017	Ivan Hoz	DPDC Fundraiser	Facebook Messenger
8/1/2017	Alayna, Allen, Elijah, Kari, Numfon	August Webinar Planning	Facebook Messenger
8/1/2017	Alayna Nguyen	August DCM Workshop Brainstorming	Facebook Messenger
8/2/2017	Robert Irao	Apologizing for CERFs	Facebook Messenger
8/3/2017	Michael Novang	DPDC Rides	Facebook Messenger

8/3/2017	Christine Almendras, Calvin Lu, Numfon Vilay	DPDC Lunch	Facebook Messenger
8/3/2017	Sara Huang	DPDC Details	Facebook Messenger
8/3/2017	Jennifer Sandoval	Quad DCM Registration Confirmation	Facebook Messenger
8/3/2017	Sienna Nguyen	DPDC Rides	Facebook Messenger
8/3/2017	Andy Alba	DSP Planning	Facebook Messenger
8/5/2017	Christine Almendras, Calvin Lu, Numfon Vilay	DPDC Lunch Locations	Facebook Messenger
8/5/2017	Robert Irao	UOP MRS	Facebook Messenger
8/5/2017	Ralph Gamboa	MRF and MRS Reminder	Facebook Messenger
8/6/2017	Amada Licea	July DCM Photos	Facebook Messenger
8/7/2017	Ryan Tsao	Quad DCM Waiver	Email
8/7/2017	Alayna Nguyen	One-on-One	Facebook Messenger
8/8/2017	Sarah Ko and Eric Munoz	Fall CLSSP Committee	Facebook Messenger
8/8/2017	FLC September DCM Committee	September DCM Prep	Facebook Messenger
8/8/2017	Samantha Ruiz	DPDC Service Details	Facebook Messenger
8/9/2017	Creative Marx	Division Shirts	Email
8/9/2017	Alayna, Allen, Elijah, Kari, Numfon	August Webinar Planning Meeting	Google Hangouts
8/9/2017	Ana Chavez	Capital Events	Facebook Messenger

8/9/2017	Northern LTGs	Quad DCM Planning	Google Hangouts
8/9/2017	Andy Alba	One-on-one	Google Hangouts
8/9/2017	Calvin Lu	One-on-one	Google Hangouts
8/11/2017	Kate Blickle (D7 Kiwanis LTG)	D7 Kiwanis LTG Installation	Email
8/11/2017	Lawrence Sahagun	CKI Insurance Certification	Email
8/11/2017	Katelyn Duch	LTG July MRF	Email
8/13/2017	Northern LTGs	Quad DCM Planning	Google Hangouts
8/14/2017	Kristine Gibson	Kiwanis D27 DCM confirmation	Email
8/14/2017	Kristine Gibson	Division 27 Kiwanis DCM	Text/Phone
8/14/2017	Alayna, Allen,Elijah, Kari, Numfon	August Webinar Planning Meeting	Google Hangouts
8/14/2017	Ana Chavez	Division Boundaries: Capital and Golden Gate	Facebook Messenger
8/15/2017	Tiffany Hoang	UC Davis Certificate of Insurance	Email
8/15/2017	Tom Leahy and Rae Whitby-Brummer	Lake Tahoe Community College	Email
8/15/2017	Jennifer Sandoval	Quad DCM Registration List	Facebook Messenger
8/16/2017	Wayne Leng	CKI Speakers for Kiwanis Club of Carmichael	Email
8/16/2017	Sienna Nguyen	UC Davis Soft Gen Meeting Rides	Facebook Messenger
8/17/2017	Kate Blickle (D7 Kiwanis LTG)	Kiwanis D7 LTG Installation	Email

8/17/2017	Roselyn Duong, Jonathan Amaral, Nicayo Ramos	Rides to Quad DCM	Facebook Messenger
8/17/2017	Kari Cao and Numfon Vilay	"How to Make Friends" Webinar Status	Facebook Messenger
8/17/2017	Noah Venethongkham	Introductions Fall CLSSP	Facebook Messenger
8/17/2017	Alayna, Allen,Elijah, Kari, Numfon	August Webinar Planning Meeting	Google Hangouts
8/17/2017	Alayna Nguyen	How to Make Friends Workshop Update	Google Hangouts
8/17/2017	Northern LTGs	Quad DCM Planning	Google Hangouts
8/17/2017	Numfon Vilay	Webinar	Facebook Messenger
8/18/2017	Dan Germain	KFH Questions	Email
8/18/2017	Kristine Gibson	Division 27 Kiwanis DCM	Text/Phon e
8/18/2017	Chandni Patel	Feedback on Fellowship Night for CKIx	Facebook Messenger
8/18/2017	Ralph Gamboa	Rides for Quad DCM	Facebook Messenger
8/18/2017	Sarah Ko	Checkup on CLSSP	Facebook Messenger
8/19/2017	FLC September DCM Committee	September DCM Brainstorming	Facebook Messenger
8/19/2017	Alayna Nguyen	August DCM Reflection	Facebook Messenger
8/19/2017	Mark Catolos	Heart to Heart Talk	In-person
8/20/2017	FLC September DCM Committee	Meeting	Google Hangouts
8/21/2017	Denny Cao	District Map	Facebook Messenger

8/21/2017	Maximilian Chen	CERF for Quad DCM	Facebook Messenger
8/21/2017	Mark Catolos	Heart to Heart Talk	Google Hangout
8/22/2017	Josephine Molina	Kiwanis Brochures	Email
8/23/2017	Kristine Gibson	Division 27 Kiwanis DCM	Text/Phone
8/23/2017	Mickey Rosal	Clips for Capital Recap	Facebook Messenger
8/23/2017	Victoria Tith	Capital Recruitment Video Review	Facebook Messenger
8/23/2017	James Hoong	Recruitment Video	Facebook Messenger
8/23/2017	Esther Wang	Member of the Month Questions	Facebook Messenger
8/23/2017	Casey Kieng	MR Monday and MOM	Facebook Messenger
8/23/2017	Jeb Chua	One-on-one	Google Hangouts
8/24/2017	Sharon Racine (Kiwanis Club of Rancho Cordova)	Kiwanis Meeting Details	Text/Phone
8/24/2017	Victoria Tith	Capital Recruitment Video Deadline	Facebook Messenger
8/24/2017	Tiffany Hoang	One-on-one	Google Hangouts
8/25/2017	Jared Samonte	CSU Chico Club Rush	Text/Phone
8/25/2017	Yen Vo	C&M Committee	Facebook Messenger
8/25/2017	Cynthia Pu	Photos for Welcome Week (UCD)	Facebook Messenger
8/25/2017	Sarah Ko and Eric Munoz	Fall CLSSP Scheduling Issues	Facebook Messenger

8/26/2017	Rob Blickle	Division 7 LTG Installation Dinner Attendance	Text/Phone
8/26/2017	Delta Members	Rides for August DSP	Facebook Messenger
8/27/2017	Ryan Su	CERFs	Text/Phone
8/27/2017	Brianna Lustan	Rides for August DSP	Facebook Messenger
8/27/2017	Calvin Lu and James Hoong	New Members Page for Capital	Facebook Messenger
8/27/2017	Andy Alba	August DSP Prep	Facebook Messenger
8/27/2017	Samantha Ruiz	Service Office Recognition	Facebook Messenger
8/28/2017	FLC September DCM Committee	September DCM Event Page	Facebook Messenger
8/28/2017	Laird Smith (D44 Kiwanis LTG)	Capital Division Master Calendar and Intro	Facebook Messenger
8/28/2017	Patrick Hu	Chipotle Fundraiser	Facebook Messenger
8/28/2017	Ivan Hoz	CKI North and Sac State Chipolte Fundraiser	Facebook Messenger
8/29/2017	Tiffany Hoang and Lawrence Sahagun	CKI Insurance Certification	Email
8/29/2017	Calvin Lu	Capital Cheer List	Email
8/29/2017	Raul Esteves	Fall CLSSP Questions	Text/Phone
8/29/2017	Grant Sebastian	UOP Cheers	Facebook Messenger
8/29/2017	Andy Alba	Help with CLSSP	Facebook Messenger

8/29/2017	Calvin Lu	Capital Cheer List	Google Hangouts
8/29/2017	Raul Esteves	Fall CLSSP Questions	Phone Call
8/30/2017	Josephine Molina	September DCM preparations	Email
8/30/2017	FLC September DCM Committee	Meeting	Google Hangouts
8/30/2017	Joe Richard Samson	Date Night	Facebook Messenger
8/31/2017	Ivince Pajarin	September DCM Details	Facebook Messenger
8/31/2017	Jennifer Nguyen	FTC Opening Slideshow Song	Facebook Messenger
8/31/2017	Carrie Ng	Kfam Reference	Facebook Messenger
9/1/2017	Kiwanis Club of Carmichael	Preparations for American River College	Email
9/1/2017	Carrie Ng	K-Fam Application Thoughts	Facebook Messenger
9/3/2017	Kim Hoang (D27N LTG Key Club)	Kiwanis Advisor Details	Facebook Messenger
9/3/2017	Robert Irao	Apologizing for CERFs	Facebook Messenger
9/4/2017	Kristine Gibson	Funding Request	Text/Phone
9/4/2017	Marc Magpily	September DCM and Folsom Live Details	Facebook Messenger
9/4/2017	Jennifer Nguyen	FTC Opening Slideshow Song	Facebook Messenger
9/4/2017	Victoria Tith	August DCM Pictures	Facebook Messenger
9/5/2017	Kari Cao	Delta MRF Feedback	Email

9/5/2017	Kyler Tagupa	Quad DCM Registration Details	Facebook Messenger
9/5/2017	Anthony Chan (D7 LTG Key Club)	Key Club Region 16 RTC Details	Facebook Messenger
9/5/2017	John Brummer	Plans for American River College	Phone Call
9/6/2017	Tracy Liu	Kiwanis Family Weeks	Email
9/6/2017	Lindon Tran	FTC Divisional Bonding Time	Email
9/6/2017	Julie Booth	Lake Tahoe Community College Club Status	Email
9/6/2017	Jared Samonte	MRF Feedback	Facebook Messenger
9/7/2017	Kristine Gibson	Funding Request	Email
9/7/2017	Julie Booth	Lake Tahoe Community College Club Status	Email
9/7/2017	Kristine Gibson	Funding Request	Text/Phon e
9/7/2017	Tracy Liu and Omar Sanchez	President 2 on 1	In-Person
9/7/2017	Allen Lor	FTC Presentation at Delta's Meeting	Facebook Messenger
9/7/2017	Numfon Vilay	Graphic Standards	Facebook Messenger
9/8/2017	Omar Sanchez	Board Meeting	Text/Phon e
9/8/2017	Carrie Ng	Graphic Standards	Facebook Messenger
9/9/2017	James Hoong	T-shirt Design and Recap Video	Facebook Messenger
9/10/2017	Jonathan Amaral	Advice on Board and Service Event	Text/Phon e

9/10/2017	Jonathan Amaral	Advice on Board and Service Event	Phone Call
9/11/2017	Julie Booth	LTCC Board Information	Email
9/11/2017	Shari Smith	Division 44 Kiwanis LTG Installation	Email
9/11/2017	Kathleen Nguyen	Venue for Capital's EOTYB	Text/Phone
9/11/2017	Rae Whitby-Brummer	ERFs for UCLA and UCSD	Text/Phone
9/12/2017	Mari from Salvation Army	Redirected Contact Info to VPSs and Chairs	Text/Phone
9/13/2017	Basel (Kiwanis Club of Stockton President)	Business Cards	Email
9/13/2017	Michael Grant	FLC Meeting Details	Text/Phone
9/14/2017	Rae Whitby-Brummer	UCLA Winter Leadership ERF	Email
9/14/2017	Dan Germain	Last D7 DCM of the Term	Email
9/15/2017	Alfredo Salmasan	Graphic Standards	Facebook Messenger
9/15/2017	FLC September DCM Committee	Meeting	Google Hangouts
9/15/2017	Sarah Ko	CLSSP Checkup	Facebook Messenger
9/16/2017	Anthony Chan (D7 LTG Key Club)	Key Club RTC College Expo	Facebook Messenger
9/16/2017	Ivan Hoz	CKI North Playbook	Facebook Messenger
9/16/2017	Laarni Castro	One-on-one	Google Hangouts
9/17/2017	Tiffany Hoang	Board Evaluations	Email

9/18/2017	Rae Whitby-Brummer	Mball ERF	Email
9/18/2017	Kathy from Kiwanis International	Issues with Chico's MUC Login	Email
9/18/2017	Nicayo Ramos	Club Day event details	Email
9/18/2017	Denny Nguyen	CNH CKI Week Questions	Text/Phone
9/18/2017	Jennifer Nguyen	FTC Opening Slideshow Song	Facebook Messenger
9/18/2017	Darin Ngo	FTC Program	Facebook Messenger
9/18/2017	Alayna, Allen,Elijah, Kari, Numfon	How to Make Friends Workshop Planning	Google Hangouts
9/18/2017	Sarah Ko	CLSSP Advice	Facebook Messenger
9/18/2017	Lindon Tran	FTC Rides and Housing	Facebook Messenger
9/18/2017	Thuy Tran	Satellite Clubs	Facebook Messenger
9/19/2017	Marc Omas	Graphic Standards	Facebook Messenger
9/19/2017	Darin Ngo	FTC Program	Facebook Messenger
9/20/2017	Darin Ngo	FTC Program Ad Extension	Email
9/20/2017	Linh Nguyen	Regional Advisor Contact Information	Facebook Messenger
9/20/2017	Alayna Nguyen	Webinar Planning for October and November	Facebook Messenger
9/21/2017	Alayna, Allen,Elijah, Kari, Numfon	How to Make Friends Workshop Planning	Google Hangouts
9/21/2017	Casey Kieng	MR Monday and MOM	Facebook Messenger
9/21/2017	Numfon Vilay	One-on-one	Phone Call

9/22/2017	Christina Talioaga	Delta MRS	Email
9/22/2017	Justin Wong	Registration for Folsom Live	Facebook Messenger
9/22/2017	FLC September DCM Committee	Meeting	Google Hangouts
9/22/2017	Kevin Ngo	Divisional Feedback	Facebook Messenger
9/22/2017	Joey Pontillas	Key Club DCON SAA	Facebook Messenger
9/22/2017	Division Leadership Team	DLT Meeting	Google Hangouts
9/23/2017	District C&M Committee	C&M Sweaters	Facebook Messenger
9/23/2017	Sienna Nguyen	Service Project Feedback	Facebook Messenger
9/23/2017	Jennifer Hoang	Capital C&M Committee Jacket Questions	Facebook Messenger
9/24/2017	Ivan Hoz	CKI North Housing for Sunset	Facebook Messenger
9/24/2017	Ana Chavez	Questions about UC Davis	Facebook Messenger
9/24/2017	Tracy Liu and Omar Sanchez	2 on one	Facebook Messenger
9/25/2017	Josephine Molina	Rough Draft of Email to Laird Smith	Email
9/25/2017	Julie Booth and Austin Stephens	Introductions LTCC	Email
9/25/2017	Helen Nguyen	Rides for FTC	Facebook Messenger
9/25/2017	Jared Samonte	One on One	Google Hangouts
9/25/2017	Sienna Nguyen	Sac City College Meeting	Facebook Messenger

9/25/2017	Laarni Castro	One on One	Google Hangouts
9/26/2017	Rae Whitby-Brummer	SFSU Fall Gala ERF	Email
9/26/2017	Camille Goulet	Sac City College FTC attendance questions	Email
9/27/2017	Capital Presidents	PCM	Google Hangouts
9/27/2017	Thuy Tran	One-on-one	Phone Call
9/28/2017	SCC Board	First General Meeting Details	Email
9/28/2017	Antonio Delatorre	Rides	Text/Phone
9/28/2017	Dan Lane (Kiwanis Club of Lodi President)	Introductions	Text/Phone
9/28/2017	Jonathan Amaral and Kari Cao	Delta MRS	Facebook Messenger
9/28/2017	Jared Samonte	One on One	Google Hangouts
9/28/2017	Andy Alba	VPS One-on-one checkup	Facebook Messenger
9/28/2017	Division Leadership Team	DLT Meeting	Google Hangouts
9/29/2017	Alex Li and Lucas Saechao	Secretary Two-on-Ones and MRF Feedback	Google Hangouts
9/29/2017	Alex Kwong and Lucas Saechao	Secretary Two-on-Ones and MRF Feedback	Google Hangouts
9/29/2017	Sarah Ko	CLSSP Project Decision	Facebook Messenger
9/29/2017	Thuy Tran	Advising	Facebook Messenger
10/1/2017	Ivan Hoz and Numfon Vilay	CKI North Soft Copies	Email

10/1/2017	Joan Casabar and Lucas Saechao	Secretary Two-on-Ones and MRF Feedback	Google Hangouts
10/1/2017	Ralph Gamboa and Lucas Saechao	Secretary Two-on-Ones and MRF Feedback	Google Hangouts
10/1/2017	Ivan Hoz	CKI North Soft Copies Confirmation	Facebook Messenger
10/2/2017	Dan Lane (Kiwanis Club of Greater Lodi President)	Funding Request for FTC for Delta	Email
10/2/2017	Sarah Ko	Fall CLSSP ERFs	Email
10/2/2017	Dan Germain	FTC Details for Sac City College	Text/Phone
10/2/2017	Omar Sanchez	Board Advice/CKI North Soft Copies	Text/Phone
10/2/2017	Jared Samonte and Lucas Saechao	Secretary Two-on-Ones and MRF Feedback	Google Hangouts
10/2/2017	Darin Ngo	FTC Program	Facebook Messenger
10/2/2017	CKI North Team	Team Names	Facebook Messenger
10/2/2017	Esther Wang	Follow-up on Award Applications	Facebook Messenger
10/2/2017	Fall CLSSP Committee	Meeting	Google Hangouts
10/2/2017	Kimberly Licea	FTC Funds/CKI North	Facebook Messenger
10/2/2017	Capital Presidents	Service Project Feedback	Facebook Messenger
10/2/2017	Capital VPSs	Service Project Feedback	Facebook Messenger
10/2/2017	Thuy Tran	Advising	Facebook Messenger

10/3/2017	Kiwanis Club of Stockton	Funding Request for UOP for FTC	Email
10/3/2017	Kiwanis Club of Rancho Cordova and Laird Smith	Funding Request for FLC for FTC	Email
10/3/2017	Omar Sanchez	Funding from Kiwanis/FTC Skit	Text/Phone
10/3/2017	Kimberly Figueria	Spirit Packs For FTC/CKI North Soft Copies	Facebook Messenger
10/3/2017	UOP and SCC Attendees for UC Davis Meeting	UC Davis Meeting Rides	Facebook Messenger
10/3/2017	Jazlyn Saechao	American River College Talk	Facebook Messenger
10/4/2017	Kristine Gibson	Division 27 Kiwanis Contact Information	Email
10/4/2017	Lawrence Sahagun	CHECKED SLACK	Email
10/4/2017	Julie Booth	LTCC Club Night	Email
10/4/2017	Kari Cao and Robert Irao	MRS Transfer UOP to Delta	Facebook Messenger
10/4/2017	Jazlyn Saechao and Angela Pham	American River College Preparations	Facebook Messenger
10/4/2017	Laird Smith (D44 Kiwanis LTG)	Email Follow-up	Facebook Messenger
10/4/2017	Ivan Hoz and Lawrence Sahagun	CKI North Prep and Advisors	Facebook Messenger
10/4/2017	Sara Huang	CKI North Housing for Sunset	Facebook Messenger
10/4/2017	Ivan Hoz and Nothern LTGs	CKI North Details and Reminders	Facebook Messenger
10/4/2017	Ivan Hoz	Finalize Details for CKI North and Jackets	Facebook Messenger
10/4/2017	Ana Chavez	UC Davis Welcome Week Details	Facebook Messenger

10/4/2017	Jennifer Sandoval	Rides for UC Davis First General Meeting	Facebook Messenger
10/4/2017	James Hoong	Committee Applicatoins	Facebook Messenger
10/4/2017	Andy Alba	Service Pmarathon Prep	Facebook Messenger
10/5/2017	Julie Booth and Austin Stephens	LTCC Club Night Confirmation	Email
10/5/2017	Alice Tollefsen (Kiwanis Club of Chico President)	Funding Request for FTC for Chico	Email
10/5/2017	Dan Lane (Kiwanis Club of Lodi President)	FTC Budget for Delta	Text/Phon e
10/5/2017	Amanda Wong, Nicayo Ramos, Jesus Barraza	LTCC Club Night Rides	Facebook Messenger
10/5/2017	Christina Le (Capital LTG 2011-12)	Catching up with Capital Division	Facebook Messenger
10/5/2017	Carrie Ng	Kiwanis Luncheon at Davis	Facebook Messenger
10/5/2017	Jazlyn Saechao	American River College Members	Facebook Messenger
10/5/2017	Alex Kwong	MRF Contacts	Facebook Messenger
10/5/2017	Sarah Ko	Still finding CLSSP Project and Sponsors	Facebook Messenger
10/5/2017	Omar Sanchez	Kiwanis Sponsorship	Phone Call
10/6/2017	Sarah Ko	Donation Information for Fall CLSSP	Email
10/6/2017	Nicayo Ramos and Rita Germain	Sac City College Petition to Charter	Email
10/6/2017	Austin Stephens	Follow-up from meeting	Text/Phon e
10/6/2017	Omar Sanchez Jeb Chua, and Jonathan Amaral	FTC Skits	Facebook Messenger

10/6/2017	LTCC Board	Starting Off	Facebook Messenger
10/6/2017	Austin Stephens	Jackets and CKI North Information	Facebook Messenger
10/7/2017	Esther Wang and Tyler Tran	Delta MRS	Email
10/7/2017	Austin Stephens	CKI North	Text/Phone
10/7/2017	Joey Pontillas	One on One	In-person
10/8/2017	Carrie Ng	UC Davis Key to College Workshop	Email
10/8/2017	Carrie Ng	Workshop Host and Panelist for UCD K2C	Facebook Messenger
10/8/2017	Daniel Lang	FTC Spirit Packs	Facebook Messenger
10/8/2017	Josephine Molina and Christina Chu	FTC Update Post	Facebook Messenger
10/8/2017	Alayna Nguyen	One-on-one	Google Hangouts
10/8/2017	Banna Tesfay (Subregion B Trustee)	Questions about Charter Process	Facebook Messenger
10/8/2017	Rita Germain	Sac City College Chartering Papers	Facebook Messenger
10/8/2017	Capital Penpal Committee	Catching Up	Facebook Messenger
10/8/2017	Jesus Barraza	CLSSP Applicatoin	Facebook Messenger
10/8/2017	James Hoong	Graphic Design	Facebook Messenger
10/8/2017	Anthony Chan and Olivia Fu (D7N/S Key Club LTG)	Kiwanis DCM D7 Takeover	Facebook Messenger
10/8/2017	Austin Stephens	Charter Papers LTCC	Facebook Messenger

10/9/2017	Tracy Liu	Pen Pal Master Plan	Email
10/9/2017	Tracy Liu	College Myths Workshop PPT	Email
10/9/2017	Josephine Molina	Wrong Number	Text/Phone
10/9/2017	Rita Germain	International Office Response to Charter Papers	Facebook Messenger
10/9/2017	James Hoong	Video Idea	Facebook Messenger
10/9/2017	James Hoong	C&M Email	Facebook Messenger
10/9/2017	Laarni Castro	Deep Talks	Facebook Messenger
10/9/2017	Kristine Gibson	UOP Funding for FTC	Phone Call
10/10/2017	John Brummer	American River College	Email
10/10/2017	Camille Goulet	SCC FTC Attendance Confirmation	Email
10/10/2017	Lawrence Sahagun	CKI North Board Reflection	Email
10/10/2017	Alice Tollefsen (Kiwanis Club of Chico President)	Check for CSU Chico going to FTC	Email
10/10/2017	Alayna Nguyen	Graphics Request	Text/Phone
10/10/2017	Rita Germain and Nicayo Ramos	Sacramento City College Charter and FTC	Facebook Messenger
10/10/2017	Sienna Nguyen and Calvin Lu	Capital Cheers	Facebook Messenger
10/10/2017	Numfon Vilay	One on One	Google Hangouts
10/10/2017	Sarah Ko	CLSSP Project Found and Rejection Letters	Facebook Messenger

10/10/2017	Christine Almendras	November DCM	Facebook Messenger
10/10/2017	Thuy Tran	Satellite Form for ARC	Facebook Messenger
10/11/2017	Camille Goulet, Julie Booth, and Bruce Hennings	LTCC Charter papers and FTC	Email
10/11/2017	Michael Luciano	William Jessup University Possible Charter	Email
10/11/2017	Alayna Nguyen	Pen Pal Meeting	Text/Phone
10/11/2017	Derek Furukawa (UNR Advisor)	Questions about UNR Board	Facebook Messenger
10/11/2017	Rita Germain	Chartering/Satellite Questions	Facebook Messenger
10/11/2017	Jesus Aguilar	Spirit Packs for FTC	Facebook Messenger
10/11/2017	Jeb Chua, Laarni Castro, and Austin Stephens	Presidents Jackets	Facebook Messenger
10/11/2017	Jennifer Sandoval	LTCC VPA Information	Facebook Messenger
10/11/2017	Jazlyn Saechao	American River College Satellite Details	Facebook Messenger
10/11/2017	Daniel Theerasin	UNR General Meeting Reflection	Facebook Messenger
10/11/2017	Daniel Theerasin	Feedback on Board	Phone Call
10/11/2017	Raul Esteves and Calvin Lu	Fun FTC Stuff	Facebook Messenger
10/11/2017	Joey Pontillas	Advice	Phone Call
10/11/2017	James Hoong	T-Shirt Quotes	Facebook Messenger

10/11/2017	Andy Alba	Division Totals and Gameplan	Facebook Messenger
10/11/2017	Omar Sanchez	References	Facebook Messenger
10/11/2017	Austin Stephens	FTC Registration	Facebook Messenger
10/11/2017	Christine Almendras	CLSSP Interviews	Facebook Messenger
10/11/2017	Capital Presidents	PCM	Google Hangouts
10/12/2017	Jason Liu	Mball Advertising	Email
10/12/2017	Camille Goulet	Enrollment Certification	Email
10/12/2017	Austin Stephens	FTC Registration	Text/Phone
10/12/2017	Wei-Wei Chen	Webinar for Go Green and Stay Clean	Facebook Messenger
10/12/2017	Tiffany Hoang, Wei Wei Chen, Carrie Ng	Webinar Prep	Facebook Messenger
10/12/2017	Zahin Rahman	CLSSP Interview Confirmation	Facebook Messenger
10/12/2017	Tiffany Hoang	Webinar Prep	Phone Call
10/14/2017	Kristine Gibson	Division 27 LTG Installation Dinner	Email
10/14/2017	Tracy Liu	UC Davis Key to College	Text/Phone
10/14/2017	Rae Whitby-Brummer	Pen Pal System (KClxCKI)	Text/Phone
10/15/2017	Creative Marx	Division Shirts	Email
10/15/2017	Alex Kwong	Shirt Design Questions	Facebook Messenger
10/15/2017	Edward Huang	FTC Transportation Info	Facebook Messenger

10/15/2017	Northern LTGs	Wildfirs Service Ideas	Facebook Messenger
10/15/2017	UNR Board	Board Feedback and Reflection	In-Person
10/15/2017	LTGs and Esther Wang	TFTC Fashion Show	Facebook Messenger
10/16/2017	Julie Booth and Austin Stephens	LTCC Charter and FTC Reminder	Email
10/16/2017	Omar Sanchez	FTC Online Registration/Interclub Buddies	Text/Phone
10/16/2017	Dan Lane (Kiwanis Club of Lodi President)	Reimbursement Details	Text/Phone
10/16/2017	Anthony Chan and Olivia Fu (D7N/S Key Club LTG)	Kiwanis D7 DCM Prep	Phone Call
10/16/2017	Omar Sanchez	Advice and one on one	Phone Call
10/16/2017	Omar Sanchez	FTC Registration	Facebook Messenger
10/16/2017	Christine Almendras	CLSSP Interview Reflection	Facebook Messenger
10/16/2017	Tracy Liu	Kfam Pen Pals	Facebook Messenger
10/17/2017	Camille Goulet and Rita Germain	Sac City College Charter Confirmed	Email
10/17/2017	Creative Marx	Division Shirts	Email
10/17/2017	Nora Lovell	UC Davis Button Maker	Facebook Messenger
10/17/2017	Lauro Solomo	UNR NMIB Advertising	Facebook Messenger
10/17/2017	Christina Chu	Issues with Checks	Facebook Messenger
10/17/2017	Christine Almendras	Tshirt Design	Facebook Messenger

10/17/2017	Diana Mora	Tshirt Deliveries for FTC	Facebook Messenger
10/17/2017	Tiffany Hoang	FTC and CKI North Checks	Facebook Messenger
10/18/2017	Rae Whitby-Brummer and Kate Blickle	Division 7 Kiwanis DCM Takeover	Email
10/18/2017	Rae Whitby-Brummer	Follow-up	Text/Phone
10/18/2017	Austin Stephens	FTC Registration Follow-up	Text/Phone
10/18/2017	Esther Wang	Tshirt Design Fashion Show	Facebook Messenger
10/18/2017	Fall CLSSP Committee	Meeting	Google Hangouts
10/18/2017	Spring CLSSP Chairs	Welcome and Prep	Facebook Messenger
10/18/2017	Division Leadership Team	DLT Meeting	Google Hangouts
10/18/2017	Zahin Rahman	CLSSP Prep	Facebook Messenger
10/19/2017	Bruce Hennings	FTC Check Extension	Email
10/19/2017	Dan Germain	Contact Info	Email
10/19/2017	Julie Booth	LTCC FTC Information	Email
10/19/2017	Austin Stephens	FTC Registration Follow-up	Text/Phone
10/19/2017	Austin Stephens	FTC Registration	Facebook Messenger
10/19/2017	Tracy Liu	Kfam Pen Pals	Facebook Messenger
10/20/2017	Seth from Kiwanis Club of Woodland	SLP Information	Email
10/20/2017	Julie Booth	FTC	Email
10/21/2017	Omar Sanchez	FTC Checks	Text/Phone

10/22/2017	Camille Goulet	Enrollment Certification	Email
10/22/2017	Kimberly Licea	FTC Checks and Registration	Text/Phone
10/22/2017	Omar Sanchez	Lindon	Facebook Messenger
10/22/2017	Kim Hoang and Alex Him (D27N/S Key Club LTG)	CapiKeyWins Week	Facebook Messenger
10/23/2017	Katelyn Duch	Board Report Extension	Email
10/23/2017	Casey Kieng	MR Monday and MOM	Facebook Messenger

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Successfully chartered Sacramento City College and Lake Tahoe Community College right in time for FTC!
2. Attended every club's first general meeting!
3. Appointed a full division leadership team with Spring CLSSP.
4. Successfully held Capital webinars like "Go Green and Stay Clean"
5. Successful DSPs like August DSP/Fall CLSSP and applications out for Spring CLSSP and Capital Service Marathon

b. Top 5 Plans

1. Get American River College chartered.
2. Finally visit the rest of the sponsoring Kiwanis
3. Help smaller and chartering clubs grow member foundation.
4. Increase divisional service hours.
5. Further train new clubs and board with MUC, MRF, MRS, CERF and everything!

III. Resources Needed

- | |
|---|
| 1. With newly chartered clubs, I would need some mentorship for the new board members from Sac City College and Lake Tahoe Community College (MRS,MRF, CERF, Treasurer stuff) |
| 2. Some of my clubs cannot access the MUC. Is It possible to reset the login information for them? |
| 3. a hug. |

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 these goals.

- To further enhance professional and leadership development within our members.

The division leadership team and committees just keep growing! I have recently appointed two Spring Capital Large Scale Service Project Chairs and they are doing a call for committee members. Since the last District Board meeting, we have retired our ad-hoc positions and committees for July DCM and Fall CLSSP with members, new and returning, satisfied and confident with their work.

Additionally, we have appointed 3 committee members for Capital's C&M committee and also 6 committee members for the Capital Service Project to take place in January.

- To build up new, chartering, and smaller clubs by establishing a stronger foundation with the respective board and member base.

Chartered Sacramento City College, Lake Tahoe Community College, and on the way for American River College. The eboard training slides have been a tremendous resource for the new clubs and I have been keeping good contact with the boards.

- To push divisional unity amongst clubs through more intimate relationships. I want to emphasize to all of our clubs, regardless of seniority or size, that all of the clubs within Capital are a resource to each other.

There has been a clear improvement in interclub relations. Clubs have been more than welcome to take part in interclub events. Our divisional events have been

<p>increasing in turnout and smaller clubs have been benefitting from divisional presence.</p> <p>I always makes my day when I see interclub buddies do shout outs to one another!</p>
<p>- More meaningful workshops at division gatherings such as DCMs.</p> <p>To be honest, it was very hard fitting this in the DCMs. The LTGs have done a “How to Table” workshop at our Quad DCM in August. Alternatively, Capital has hosted a webinar recently called “Go Green and Stay Clean” by Tiffany Hoang, Wei-Wei Chen, and Carrie Ng from UC Davis and in November, we will hold another webinar on how to budget for travel by Mickey Rosal and Shirley Siu from UN Reno. We have been trying to keep the education aspect going.</p>
<p>- To further enhance Kiwanis family relations between sponsoring Kiwanis and clubs and myself.</p> <p>I have been making frequent visits to sponsoring Kiwanis clubs and divisions in D27, D7, and D44. I am maintaining a good relationship with the Kiwanis LTGs as well and we do have plans to collaborate with one another.</p> <p>Capital has been getting involved with the SLPs as well with our “CapiKeyWins” pen pal system up and running. I have been keeping myself well acquainted with the Key Club LTGs and we have been updating each other with our work.</p>

V. **Announcements**

I would like to recognize the clubs that are fully chartered

- a. *Sacramento City College (10/2/17)*
- b. *Lake Tahoe Community College (10/10/2017)*

We are still on the way to charter American River College!

Congratulations to the newly appointed committee members and DLT:

- c. *Communications and Marketing*
 - i. *Brandon Chavez (SJDC)*
 - ii. *Emily Luc (UCD)*
 - iii. *Ryan Yee (Sac State)*
 - iv. *Ralph Gamboa (Sac State)*
- d. *Capital Service Marathon Committee (in January)*
 - i. *Maximilian Chen (UCD)*
 - ii. *Sarah Ko (UNR)*
 - iii. *Alex Kwong (SCC)*
 - iv. *Kelley Truong (UCD)*

- v. *Brandon Chavez (SJDC)*
- vi. *Christina Chu (UCD)*
- e. *Spring CLSSP Co-chairs (in February)*
 - i. *Zahin Rahman (Sac State)*
 - ii. *Joshua Ranario (UOP)*

*Also, I 'm super happy that Capital will be bringing a total of 129 people to FTC! Leggo!
See you all there~! ;)*

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Central Coast Lieutenant Governor Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Bill Truong**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/12/17	Graphic Standards Webinar		1
07/14/17	District Board Weekend		25
07/21/17	President's Retreat		32
07/26/17	CNH District & You: A Long Distance Friendships Webinar		1
07/30/17	Central Coast July DCM		1
08/07/17	Showers of Blessing	3	
08/12/17	Adopt a Block 8/12	2	
08/16/17	Your Health and You Webinar		1
08/20/17	Quad-divisional DCM	3	2
08/25/17	Aloha Bash Day 1 Set Up	3	
09/04/17	Dog Toy Making	3	
09/05/17	How to be #ServiceGoals Webinar		1.5
09/07/17	Summer GM		1
09/10/17	Goleta Lemon Run Setup	5	
09/27/17	Kiwanis Family 101 Webinar		1
09/30/17	Region 10 RaveTC SAA	8	

09/30/17	September Central Coast DCM		1
10/03/17	Succulent Decorating		1.5
10/07/17	Crazy Komp North	6	1
10/10/17	Paint Like Bob Ross		3
10/11/17	Board Game Night		4
10/12/17	Fall GM 1		2
10/14/17	Crazy Komp South	7	1
10/17/17	Poster Vendor Day 1	3	
10/18/17	Poster Vendor Day 2	2	
10/19/17	Poster Vendor Day 3	3.5	
10/19/17	UCSB Fall GM 2		1

Total Service Hours since Last Board Report: 49.5

Total Service Hours since April 1st, 2017: 73.5

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/09/17	Lawrence Sahagun, Katelyn Duch, Camille Goulet, Patrick Ballecer	July MRF	Email
07/13/17	Denny Cao, Katelyn Duch, Joshua Nepomuceno	Presentation	Messenger
07/15/17	Alon Gary, Emily La, Ilesia Gonzalez, James Vollrath	District Board Packet Opinions	Messenger
07/15/17	Daniela Alvarez, Jarel Umali, Genevieve Martinez, Touloung Herr, Weston Montgomery	District Board Packet Opinions	Messenger
07/15/17	CC Presidents	District Board Packet Opinions	Messenger, Email, Phone

07/18/17	CC Presidents	Turtle Talks Tuesdays	Email
07/18/17	Camille Goulet	Videos from DBoard Meeting	Email
07/20/17	Alex D. Nguyen	Presidents Retreat Stuff	Email
07/20/17	CC Presidents	Myers-Briggs Test Stuff	FB/Email
07/25/17	Henry Casarez, Esther Wang	MR Mondays August	Email
07/25/17	Patrick Ballecer	DPDC	Email
07/28/17	Allen Pham	FTC Liaison	Email
07/28/17	Patrick Ballecer	Quad DCM ERF	Email
07/30/17	Mark Catolos	Quad DCM Banner	Email
07/31/17	Lawrence Sahagun, Katelyn Duch, Ivan Hoz	Dues for SBCC, Cal Poly SLO	Email
08/02/17	CC Presidents	Turtle Talks #7	Email
08/06/17	Floyd Martin, Kiwanis of Simi Valley	Moorpark CKI Recharter	Email
08/09/17	Justin Crofoot, Eric Yan	Awards Ad-Hoc Committee	Email
08/10/17	Lawrence Sahagun, Katelyn Duch, Ivan Hoz	July MRF	Email
8/17/17	Patrick Ballecer	Life updates / Divisional Expansion / Divisional Updates	Phone
08/17/17	Jay Boydstun, Kiwanis of Kern/Bakersfield	Bakersfield CC/CSU Bakersfield	Email
08/22/17	Henry Casarez	MR Mondays	Email
08/27/17	CKI Int. Award Committee	Meeting stuffs	Email
09/04/17	CC Secretaries	August MRF/Quad DCM CERF	Email
09/05/17	Lawrence Sahagun, Camille Goulet	FTC Speeches	Email
09/06/17	LTGs + Lindon	FTC Stuffs	Email
09/10/17	CNH Execs + Camille	August MRF	Email

09/12/17	CC Presidents + DLT	Turtle Talks #8	Email
09/12/17	Central Coast DLT	DLT Meeting	Email
09/12/17	Sopheak Suy	Tryna find the CNH Style Guide	Email
09/13/17	Lawrence Sahagun	CKI N Attn. Request	Email
09/17/17	Alondra Covarrubias, Andrea Famularcano	FTC Workshops	Email
09/18/17	Jennifer Nguyen	FTC Slideshow	Messenger
09/21/17	Henry Casarez III	MR Mondays October	Email
09/22/17	FTC Workshop Chairs	Workshop Interview	Phone
09/26/17	C&M Committee	Sunny TV Clips	Email
09/27/17	Andy Mack	FTC Logistics	Email
09/28/17	Ed Cue	D42 DCMS	Email
09/28/17	CC Presidents	CC September DCM	Email
09/29/17	Patrick Ballecer	Catchup and Updates	Facebook
09/29/17	Roselyn Romero (D42W)	Region 10 RTC Updates	Email/FB
09/29/17	Mehul Chowdr		
09/30/17	CC Presidents	DCM Minutes	Email
10/01/17	Lawrence, Camille, Patrick	FTC Speeches Rd. 2	Email
10/02/17	CC Secretaries	DCM CERF/Signin	Email
10/03/17	CC Presidents	Turtle Talks #9	Email
10/03/17	Central Coast DLT	DLT Meeting	Email
10/04/17	Central Coast DLT	DLT Meeting	Email
10/06/17	Calvin Lee, Yvette Huynh	CKI N/S Judges Stuff	Email
10/06/17	Howard Wang, Nicolas Wright	FTC Registration	Email
10/10/17	Northern DBoard	CKI N Debrief	Email
10/10/17	CNH Execs	September MRF and Update	Email

10/12/17	Jason Liu	MBall Outreach	Email
10/14/17	Melissa Ea, Katie Dizon	Cal Lu Charter Partay	Email
10/14/17	CC Pres. + DLT	DCM Minutes/Agenda	Email
10/15/17	Max Rico	Why cereal is first FTC Workshop prep	Google Hangouts
10/17/17	Bruce Hennings	Cal Lutheran FTC	Email
10/18/17	Patrick Ballecer	Updates and One on One	Email

II. Work Progress (Achievement & Plans)

a. Total Achievements

1. Divisional newsletter is 99% done!
2. Created some new cheers for FTC :3
3. Chartered Cal Lutheran University!
4. Hosted a successful Quad-DCM with Capital/Sunset/Golden Gate
5. Got in contact with the new Kiwanis Club of Simi Valley President for the potential charter of Moorpark College.

b. Top 5 Plans

1. Work on getting the charter started for Moorpark College
2. Finalize divisional prep for FTC
3. Start working on a February Coastal Coolness
4. Contact interested Key Clubbers from the Kiwanis contact sheet that the Kiwanis Family Chair, Ana Chavez, sent in August.
5. Have fun!

III. Resources Needed

1.All the love and support from district board
--

2.more time

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 these goals.

Club Stability

I haven't been able to communicate as much but I am making more of an effort to reach out to presidents to ask how they're doing.

Club Transparency

I have continued the bi-weekly emails (though I have missed a few emails here and there).

Increase Divisional Unity/Spirit

We have cheers! Hopefully they'll be ready to go before FTC! We are also researching spirit packs and will have divisional pen pals for winter.

Introduce a Divisional Calendar and Newsletter

The newsletter is almost done! We are needing a few more touches on it and then it'll be released. As for the calendar, I have not made progress, although it will be looked at again after Fall Training Conference.

Promote Interclubbing within the Division

UCSB and Cal Poly SLO recently did an interclub and UCSB, Cal Lutheran, and Ventura recently were at the Region 10 RTC together.

V. **Announcements**



CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Desert Oasis Lieutenant Governor Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Max Rico**

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

Date	Events Attended	Service Hours	Other Hours
07/01/17	626 Night Market Fundraising (UCR)	6.5	
07/01/17	626 Night Market Fundraising (UCR)	3.5	
07/08/17	Long Beach Vegan Festival (CSULB)	4	
07/09/17	Bolsa Chica Wetlands Restoration (CSULB)	2.5	
07/14/17- 07/16/17	July District Board Weekend		25
07/16/17	July District Board Meeting		1.5
07/21/17- 07/23/17	President's Retreat		32
07/26/17	Officer Training Part 1 (Crafton Hills College)		1.5
07/26/17	District Friendship Webinar		1
07/28/17	July WAW Escape Room Social		2
07/29/17	Gilcrease Nature Sanctuary	3	
07/29/17	PTP Doll Service	1.5	
07/29/17	Time Management Workshop	0.5	
07/30/17	July DCM and Breakfast Workshop		1.5
08/04/17- 08/06/17	District Professional Development Conference	3	19

08/07/17	CKI at UCR General Meeting (UCR)		1
08/11/17	626 Night Market (UCR)	7	
08/12/17	626 Night Market (UCR)	6.5	
08/13/17	Bolsa Chica Wetlands Restoration (CSULB)	2.5	
08/13/17	626 Night Market (UCR)	6.5	
08/14/17	Monday Night Mission (CSULB)	2.5	
08/16/17	Kiwanis Division 15 DCM		2
08/19/17	Quad DCM	3	4.25
08/21/17	Monday Night Mission (CSULB)	2.5	
08/24/17	August Monthly Summer Service Social (CSULB)	1.5	
08/24/17	USC CKI General Meeting (USC)		1
08/25/17	Foothill August DCM		3
08/26/17	Bolsa Chica Wetlands Restoration (CSULB)	2.5	
08/27/17	Urban Community Outreach (CSULB)	3.5	
08/27/17	Desert Oasis August DCM		1
08/29/17	Officer Training Part 2 (Crafton Hills College)		2
08/31/17	KBBQ Social (USC)		2.5
09/01/17	Meals on Wheels (CSULB)	2.5	
09/01/17	626 Night Market (UCR)	6.5	
09/03/17	626 Night Market (UCR)	6.5	
09/03/17	Urban Community Outreach (CSULB)	3.5	
09/05/17	Tabletop Tuesday (USC)	2	
09/07/17	Norco College Tabling (Norco)		3
09/09/17	LA Regional Food Bank (USC)	3	
09/10/17	Doggie Poolooza (UCR)	7.5	
09/13/17	Boba Fundraiser (UNLV)		3

09/13/17	Key Club Division 28 North DCM		1
09/13/17	UNLV CKI General Meeting (UNLV)		2
09/14/17	CSN Tabling – Charleston Campus (CSN)		2
09/14/17	Game Night (UNLV)		3
09/16/17	Kiwanis Division 28 DCM		1
09/16/17	Ronald McDonald House (UNLV)	5	
09/16/17	Las Vegas Young Professionals Meeting		1
09/17/17	Kiwanis Division 28 Installation		1.5
09/18/17	UNLV CKI Board Meeting (UNLV)		1
09/19/17	CSN Tabling – Cheyenne Campus		4
09/19/17	Key Club Division 28 East DCM		1
09/20/17	CSN Tabling – Charleston Campus (CSN)		4
09/20/17	Key Club Division 28 South DCM		1
09/20/17	UNLV CKI General Meeting (UNLV)		2.5
09/21/17	USC CKI General Meeting (USC)		1
09/22/17	Golf N Stuff Social (CSULB)		3
09/23/17	Metro September DCM		1
09/23/17	Desert Oasis September DCM		1
09/27/17	Crafton Hills College Club Rush (CHC)		5
09/28/17	Norco College CKI Meeting (NC)		1
09/30/17	Santa Ana River Cleanup (UCR)	3	
09/30/17	Key Club Region 4 RTC		3
10/04/17	Crafton CKI General Meeting (CHC)		0.5
10/07/17	Adopt A Street (UCR)	2	
10/08/17	CicLAvia – Heart of LA (CSULA)	3	
10/09/17	Info Night (UCR)		1.5

10/11/17	Pizza With Friends Social (UCR)		2
10/12/17	Cha2O Fundriaser		1
10/13/17	CKI South Survival and Cheer Workshop		2
10/14/17	CKI South	3	7
10/14/17	Cane's Fundraiser		2
10/14/17	Downtown Disney Social		2.5
10/15/17	Helping Hands Food Pantry	3	
10/17/17	CKI at UCR General Meeting (UCR)		1.5
10/17/17	CSN CKI Trainer (CSN)		2
10/18/17	DFI Workshop (UCR)		1

Total Service Hours since Last Board Report: 112.5

Total Service Hours since April 1st, 2017: 159

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/01/17	David Duy Ngo	Sunny TV	Facebook
07/01/17	Ashraya Kalavakunta	July WAW banner	Facebook
07/02/17	Ia Faye Sison	July WAW ERF	Email
07/02/17	Erica Apostolos	Sunburst submissions	Facebook
07/02/17	Desert Oasis DLT	Newsletter title ideas	Facebook
07/02/17	Desert Oasis DLT	July WAW ERF	Email
07/03/17	Mike Benschan	Desert Oasis info	Facebook
07/04/17	Shawn Holloway Jr.	D.O. newsletters	Facebook
07/04/17	Ashraya Kalavakunta	Old D.O. newsletter	Facebook
07/04/17	Ia Faye Sison	July WAW planning	Facebook
07/05/17	Redlands Kiwanis Clubs Presidents	University of Redlands CKI chartering	Email

07/05/17	D.O. C&M network	Graphic resources	Facebook
07/05/17	Ashraya Kalavakunta	Email list banner	Facebook
07/06/17	Gina Aguilar	Crafton trainer planning	Facebook
07/07/17	Angelica Ubungen	Crafton trainer planning	Facebook
07/07/17	Kiran Rawtani	Crafton Trainer	Facebook
07/07/17	Desert Oasis DLT	July DLT meeting	Zoom
07/09/17	Linda Marx	Weekly call	Phone
07/09/17	Angelica Ubungen	Crafton trainer planning	Facebook
07/10/17	Desert Oasis DLT	July DLT Meeting	Zoom
07/10/17	Sabrina Yang	FTC theme proposal	Facebook
07/10/17	Desert Oasis presidents	Group chat update	Facebook
07/11/17	Rachael Kee	D47 Key Clubbers Heading to D.O. schools	Email
07/11/17	Angelica Ubungen	Crafton trainer planning	Email
07/11/17	Banna Tesfay	Congratulations / Intro	Facebook
07/11/17	Katelyn Duch	Chartering clubs	Facebook
07/11/17	Joshua Nepomuceno	President's Retreat	Facebook
07/11/17	Kim-Mai Hoang	President's Retreat	Facebook
07/12/17	Alex D. Nguyen	President's Retreat	Email
07/12/17	Kim-Mai Hoang	PR carpools	Facebook
07/12/17	Lawrence Sahagun	D.O. presidents	Facebook
07/13/17	Nena Torrez	Kiwanis D36 DCM Info	Email
07/13/17	Patricia Cridland	Kiwanis D15 DCM Info	Email
07/13/17	Alex D. Nguyen	President's Retreat	Facebook
07/13/17	Crafton CKI officers	Officer training info	Facebook
07/13/17	Ia Faye Sison	July WAW ERF	Facebook
07/13/17	Kiran Rawtani	President's Retreat	Facebook

07/14/17	Carole Coley	Kiwanis D36 DCM Info	Email
07/14/17	Ashraya Kalavakunta	D.O. After Hours graphic	Facebook
07/14/17	Desert Oasis presidents	District board proposals	Facebook
07/15/17	Alex D. Nguyen	President's Retreat	Email
07/15/17	Samantha Ruiz	President's Retreat rides	Facebook
07/15/17	Ia Faye Sison	July WAW updates	Facebook
07/16/17	Rachael Kee	Kiwanis D47 DCM Info	Email
07/16/17	Kaylyn Hoy	Kiwanis D36 DCM Info	Email
07/16/17	Linda Marx	Weekly call	Phone
07/16/17	Angelica Ubungen	Crafton trainer planning	Facebook
07/16/17	Jason Terrazas	July d-board meeting	Text
07/16/17	Joshua Nepomuceno	President's Retreat	Facebook
07/16/17	South LTG's	Upcoming events	Facebook
07/16/17	Lawrence Sahagun	Interclubbing questions	Facebook
07/16/17	Jennifer Hoang	C&M contacts	Facebook
07/16/17	Ia Faye Sison	President's Retreat	Facebook
07/17/17	Desert Oasis Email List	July Updates	Email
07/17/17	Bob Erikson	Crafton CKI Dues Status	Email
07/17/17	Banna Tesfay	July WAW Invitation	Email
07/17/17	Crafton CKI officers	Trainer scheduling	Facebook
07/17/17	Ryan Hoang	C&M officer info	Facebook
07/17/17	Manuel Santiago	President's Retreat	Facebook
07/17/17	D.O. C&M network	Introductions	Facebook
07/17/17	Gina Aguilar	Crafton trainer planning	Facebook
07/17/17	Calvin Chau	One-on-one	Phone
07/17/17	Ia Faye Sison	One-on-one	Phone

07/18/17	Katelyn Duch	Club boards	Facebook
07/18/17	John Kim	CKI at LSU updates	Facebook
07/18/17	Kim-Mai Hoang	DCON workshops survey	Facebook
07/18/17	Ia Faye Sison	July WAW updates	Facebook
07/19/17	Alex D. Nguyen	President's Retreat	Email
07/19/17	Larry Gray	CKI at LSU charter	In Person
07/19/17	Norma Rakow Nelson	CKI at LSU charter	In Person
07/19/17	Kim-Mai Hoang	PR tents	Facebook
07/19/17	Calvin Chau	PR tents	Facebook
07/19/17	Ia Faye Sison	PR tents	Facebook
07/20/17	D.O. PR attendants	President's Retreat	Facebook
07/21/17	Banna Tesfay	DPDC carpooling	Facebook
07/21/17	Angelica Ubungen	Crafton trainer planning	Facebook
07/22/17	Erica Apostolos	DLT info	Facebook
07/23/17	Angelica Ubungen	Graphic Resources	Email
07/23/17	Raymon Rodriguez	Crafton Trainer	Text
07/23/17	Joshua Vazquez	Crafton Trainer	Text
07/23/17	Gina Aguilar	CHC trainer reschedule	Facebook
07/23/17	Crafton CKI officers	Officer training	Facebook
07/23/17	Ia Faye Sison	WAW advertising	Facebook
07/24/17	G-Bus Aguilar, Ryan Tsao	Tri-division buddies	Facebook
07/24/17	Angelica Ubungen	Crafton trainer planning	Facebook
07/24/17	Calvin Chau	July WAW signups	Facebook
07/24/17	Ashraya Kalavakunta	July WAW carpool	Facebook
07/25/17	Sandy Tsan	FTC Info	Email
07/25/17	Henry Casarez III	MR Mondays	Email

07/25/17	Chloris Li	CNH Service Database	Facebook
07/25/17	Crafton CKI officers	Officer training	Facebook
07/25/17	Angelica Ubungen	Tri-division pen pals	Facebook
07/25/17	Nathan Wong	MDE resources	Facebook
07/25/17	Gina Aguilar	Club dues status	Facebook
07/25/17	Ia Faye Sison	July WAW updates	Facebook
07/26/17	Key Club D36W Presidents	Alumni heading to D.O. schools	Email
07/26/17	Key Club D36E Presidents	Alumni heading to D.O. schools	Email
07/26/17	Key Club D15N Presidents	Alumni heading to D.O. schools	Email
07/26/17	Key Club D15E Presidents	Alumni heading to D.O. schools	Email
07/26/17	Key Club D47 Presidents	Alumni heading to D.O. schools	Email
07/26/17	Key Club D28 LTG's	President contacts	Email
07/26/17	Key Club D38 LTG's	President contacts	Email
07/26/17	Angelica Ubungen	CERF/MRF Resources	Email
07/26/17	Crafton CKI officers	Trainer – Part 1	Google Hangouts
07/26/17	Angelica Ubungen	Crafton trainer planning	Facebook
07/26/17	Ia Faye Sison	WAW registrations	Facebook
07/26/17	Desert Oasis DLT	Pie fundraiser	Facebook
07/27/17	Samantha Ruiz	DPDC service	Facebook
07/27/17	Calvin Chau	July WAW attendees	Facebook
07/27/17	Lawrence Sahagun	Small club updates	Facebook
07/28/17	John Kim	Contact info	Facebook
07/28/17	Desert Oasis DLT	Workshop planning	Facebook
07/29/17	Ryan Tsao, G-Bus Aguilar	Tri-division buddies	Facebook

07/29/17	Ferdinand Torres	CSUSB CKI info	Facebook
07/29/17	Angelica Ubungen	DCM updates	Facebook
07/29/17	Samuel Ulloa	Norco CKI materials	Facebook
07/29/17	Michael Abuyo	Presidency status	Facebook
07/29/17	South LTG's	Joint DCM's	Facebook
07/29/17	Jennifer Nguyen	CSUSB CKI club items	Facebook
07/29/17	Desert Oasis DLT	Tabling for small clubs	Facebook
07/30/17	Linda Marx	Weekly call	Phone
07/31/17	Helen Nguyen	DPDC info	Facebook
07/31/17	Erica Apostolos	Advisor questions	Facebook
08/01/17	Charlene Sullivan	July DCM CERF	Email
08/01/17	Ryan Hoang	July DCM CERF	Email
08/01/17	Banna Tesfay	DPDC Carpool	Email
08/01/17	Sophia Nguyen	Key Club D28 DCM's Info	Email
08/01/17	Gina Aguilar	Crafton MRF	Facebook
08/01/17	Ia Faye Sison	September visitation	Facebook
08/03/17	Nathan Heger	MRF/MRS Archives	Email
08/03/17	Gina Aguilar	Crafton MRF Info	Email
08/03/17	Sophia Nguyen	Key Club D28 DCM's Info	Email
08/03/17	Ana Chavez, Diana Mora	CKI at Chaffey College	Facebook
08/03/17	Gina Aguilar	Crafton MRF	Facebook
08/03/17	Ia Faye Sison	UNLV meeting info	Facebook
08/04/17	Gina Aguilar	Crafton MRF	Facebook
08/05/17	Gina Aguilar	Crafton MRF	Facebook
08/05/17	Bradley Ventayen	M-Ball info	Facebook
08/06/17	Palm Springs Kiwanis	Kiwanis D47 DCM Info	Email

08/06/17	Rachael Kee	Kiwanis D47 Contacts	Email
08/06/17	Helen Nguyen	New D.O. VP's	Facebook
08/08/17	Ashraya Kalavakunta	Desert Digest LTG Blurb	Email
08/08/17	Carole Coley	Kiwanis D36 DCM Info	Email
08/08/17	Carmelita Gastelum	Kiwanis D47 DCM Info	Email
08/08/17	Crafton CKI officers	Trainer scheduling	Facebook
08/08/17	Desert Oasis presidents	Group chat update	Facebook
08/09/17	Ivan Hoz	Fundraising spotlight	Facebook
08/13/17	Linda Marx	Weekly call	Phone
08/13/17	Linda Marx	CNH Kiwanis number	Text
08/13/17	Ashraya Kalavakunta	Desert Digest blurb info	Facebook
08/14/17	Ana Chavez, Diana Mora	Chaffey College info	Facebook
08/15/17	Larry Gray	CKI at LSU Charter	Email
08/15/17	Shomari Sterling	CKI at LSU Charter	Email
08/15/17	Crafton CKI officers	Officer training	Facebook
08/15/17	Gina Aguilar	One-on-one	Phone
08/15/17	Calvin Chau	One-on-one	Phone
08/15/17	Ashraya Kalavakunta	One-on-one	Phone
08/16/17	Valerie Hill	Kiwanis D15 DCM info	Text
08/16/17	Shawn Holloway Jr.	Kiwanis D15 DCM info	Facebook
08/16/17	John Kim	CKI at LSU updates	Facebook
08/16/17	Ashraya Kalavakunta	August DCM banner	Facebook
08/17/17	Angelica Ubungen	One-on-one	Phone
08/17/17	Ia Faye Sison	One-on-one	Phone
08/18/17	Natalie Lu	Service planning	Facebook
08/19/17	Ashraya Kalavakunta	August DCM Banner Info	Email

08/20/17	Lawrence Sahagun	Board jacket color	Email
08/20/17	Linda Marx	Weekly call	Phone
08/20/17	Henry Casarez, Casey Kieng	MR Mondays	Facebook
08/20/17	Raymon Rodriguez	Crafton trainer info	Facebook
08/20/17	Gina Aguilar	Crafton trainer planning	Facebook
08/21/17	Calvin Chau	November DAD	Facebook
08/22/17	Desert Oasis Mailing List	August Updates	Email
08/22/17	Richard Granados	Chaffey College CKI charter info	Email
08/22/17	Sean Adversalo	CKI at UCR board retreat	Facebook
08/22/17	Gina Aguilar	Crafton Club Rush	Facebook
08/23/17	Henry Casarez III	MR Mondays	Email
08/24/17	Crafton CKI officers	Trainer scheduling	Facebook
08/24/17	Lawrence Chan	Webinar advertising	Facebook
08/24/17	Desert Oasis DLT	Norco tabling planning	Facebook
08/25/17	Norma Rakow Nelson	CKI at LSU Charter	Email
08/25/17	Joshua Vazquez	Crafton Trainer	Facebook
08/25/17	Kiran Rawtani	Redlands Kiwanis info	Facebook
08/25/17	Sean Adversalo	October WAW info	Facebook
08/26/17	Angelica Ubungen	August DCM Agenda	Email
08/26/17	Linda Marx	August DCM Agenda	Email
08/26/17	Desert Oasis presidents	DCM reminder	Facebook
08/26/17	CNH Kiwanis	Kiwanis D47 info	Phone
08/26/17	Joshua Vazquez	Crafton Trainer	Text
08/26/17	Samantha Ruiz	SUW speaker at DCM	Facebook
08/26/17	Bill Truong	Zoom link sharing	Facebook
08/27/17	Linda Marx	August DCM Link	Email

08/27/17	Angelica Ubungen	August DCM Attendance	Email
08/27/17	Lawrence Sahagun	July MRF feedback	Email
08/27/17	Crafton CKI officers	August DCM info	Facebook
08/27/17	Angelica Ubungen	DCM attendance sheet	Facebook
08/27/17	Kevin Nguyen	D.O. president info	Facebook
08/27/17	Desert Oasis DLT	Crafton trainer	Facebook
08/28/17	Linda Marx	Kiwanis D28 DCM Info	Email
08/28/17	Ia Faye Sison	Visitation itinerary	Facebook
08/29/17	Angelica Ubungen	Crafton Trainer Planning	Email
08/29/17	Crafton CKI officers	Trainer – Part 2	In Person
08/29/17	Lawrence Chan, Nathan Heger	November DAD planning	Facebook
08/29/17	Diana Mora	FTC carpool	Facebook
08/29/17	Sandy Tsan	FTC carpool	Facebook
08/31/17	Jennifer Nguyen	FTC opening slideshow	Facebook
08/31/17	Ia Faye Sison	Visitation details	Facebook
09/01/17	Ryan Hoang	August DCM CERF	Email
09/01/17	Charlene Sullivan	August DCM CERF	Email
09/01/17	Norma Rakow Nelson	CKI at LSU Charter	Email
09/02/17	Ashraya Kalavakunta	Desert Digest LTG Blurb	Email
09/02/17	Redlands Kiwanis Clubs Presidents	University of Redlands CKI chartering	Email
09/02/17	Desert Oasis DLT	Charter updates	Facebook
09/03/17	Vivian Chu	Plush materials	Facebook
09/03/17	Sabrina Yang, Jason Terrazas	K-Rock ERF status	Facebook
09/03/17	Gina Aguilar	Crafton MRF	Facebook
09/04/17	Sophia Nguyen	Key Club D28N DCM Attendance	Email

09/04/17	Calvin Chau	October WAW ERF	Facebook
09/04/17	Ashraya Kalavakunta	Office hours graphic	Facebook
09/04/17	Jennifer Hoang	DPDC service pictures	Facebook
09/04/17	Sandy Tsan	FTC advertising	Facebook
09/05/17	Bob Prior	Tabling for Norco CKI	Email
09/05/17	Jennifer Nguyen, Vivian Chu	Penny Wars info	Facebook
09/05/17	Sabrina Yang	K-Rock questions	Facebook
09/06/17	Ashraya Kalavakunta	Office hours graphic	Email
09/06/17	Bob Prior	Tabling for Norco CKI	Email
09/06/17	Desert Oasis DLT	September DLT Meeting	Email
09/06/17	Ivan Hoz	LTG budget	Facebook
09/06/17	Sabrina Yang	Next d-board meeting	Facebook
09/07/17	Norma Rakow Nelson	CKI at LSU Charter	Email
09/06/17	Desert Oasis DLT	September DLT meeting	Zoom
09/07/17	Patricia Cridland	Kiwanis D15 Installation Attendance	Email
09/07/17	Mark Fernandez	September DCM info	Facebook
09/07/17	Angelica Ubungen	D15 DCM attendance	Facebook
09/07/17	Bob Prior	Tabling for Norco CKI	Text
09/07/17	Calvin Chau	Board retreat	Facebook
09/07/17	John Kim, Shomari Sterling	CKI at LSU updates	Facebook
09/07/17	Jessa Li	October WAW info	Facebook
09/09/17	Patricia Cridland	CKI at UCR contact info	Email
09/09/17	Patricia Cridland	DCM attendance	Text
09/09/17	Calvin Chau	Board retreat message	Email
09/11/17	Katelyn Duch	Updates for e-boards	Email
09/11/17	Linda Marx	90 second report	Email

09/11/17	Linda Marx	Kiwanis D28 DCM info	Phone
09/12/17	Linda Marx	Vegas visitation itinerary	Email
09/12/17	James Amber	Norco CKI Info	Email
09/12/17	Nena Torrez	Kiwanis D36 DCM info	Email
09/12/17	Joshua Nepomuceno	Metro trainer workshop	Facebook
09/12/17	Bob Prior	Norco tabling	Text
09/12/17	Michelle Liu	Metro DCM	Facebook
09/12/17	Desert Oasis DLT	Norco tabling	Facebook
09/13/17	Josh Tavares	Norco CKI info	Facebook
09/13/17	Jasmine Ballar	Kiwanis D28 DCM info	Email
09/13/17	Linda Marx	Kiwanis D28 DCM info	Text
09/13/17	Desert Oasis DLT	Norco tabling tips	Facebook
09/14/17	Angelica Ubungen	Updates for D15 DCM	Facebook
09/14/17	Daniel Little	CSN Club Rush	Email
09/14/17	Richard Granados	Chaffey College CKI charter info	Email
09/14/17	William Kading	CKI at CMC charter	Text
09/14/17	Gina Aguilar	Crafton first meeting	Facebook
09/14/17	Anisa Escobedo	CKI at LSU sponsorship	Facebook
09/14/17	Calvin Chau	Healthy Campus grant	Facebook
09/14/17	Calvin Chau	October WAW planning	Facebook
09/14/17	Ashraya Kalavakunta	Newsletter updates	Facebook
09/14/17	John Kim, Shomari Sterling	CKI at LSU updates	Facebook
09/15/17	Linda Marx	Kiwanis D28 Installation	Email
09/15/17	Linda Marx	CKI DCON info	Text
09/15/17	Angelica Ubungen	D.O. Pen Pals	Facebook
09/15/17	Katelyn Duch	Inactive CSN secretary	Facebook

09/16/17	Angelica Ubungen	DLT status	Facebook
09/17/17	Anisa Escobedo	CKI at LSU chartering	Email
09/17/17	Desert Oasis DLT	Sept. DLT Meeting 2	Facebook
09/17/17	Ashraya Kalavakunta	September DCM banner	Facebook
09/17/17	Ia Faye Sison	October WAW info	Facebook
09/18/17	Joshua Nepomuceno	Metro DCM-Trainer presentation	Email
09/18/17	Desert Oasis presidents	October WAW ERF	Email
09/18/17	Tony Nguyen	Club videos	Facebook
09/18/17	Jennifer Nguyen	FTC opening slideshow	Facebook
09/18/17	Ashraya Kalavakunta	October WAW banner	Facebook
09/19/17	Ashraya Kalavakunta	September DCM Banner	Email
09/19/17	Ashton Ridley	CSN CKI advisor info	Email
09/19/17	Shawn Holloway Jr.	CKI at UCR W-9 form	Facebook
09/19/17	Michael Abuyo	CSN CKI advisor info	Facebook
09/19/17	Diana Mora	K-Rock info	Facebook
09/19/17	Desert Oasis presidents	MR Mondays	Facebook
09/20/17	Henry Casarez III	MR Mondays	Email
09/20/17	Noah Lopez	Key Club D28S DCM info	Text
09/20/17	Jennifer Nguyen	CSN CKI materials	Facebook
09/20/17	Michael Abuyo	CSN CKI materials	Facebook
09/20/17	Elisa Loden	CSN CKI materials	Facebook
09/20/17	Bob Prior	Norco CKI signups	Text
09/20/17	Ia Faye Sison	Info for meeting	Facebook
09/21/17	Linda Marx	CSN CKI Signups	Email
09/22/17	Nena Torrez	CSUSB CKI recruitment	Email
09/22/17	Valerie Hill	CKI at UCR W-9 info	Text

09/22/17	Hogun Lee	DLT offer	Facebook
09/22/17	Gina Aguilar	September DCM	Facebook
09/23/17	Linda Marx	September DCM link	Email
09/23/17	UNLV CKI drivers	Reimbursement info	Facebook
09/23/17	Angelica Ubungen	Successor status	Facebook
09/24/17	Linda Marx	Kiwanis D47 messages	Email
09/24/17	Samantha Ruiz	Service officer spotlight	Facebook
09/24/17	Kim-Mai Hoang	Getting to FTC	Facebook
09/24/17	Calvin Chau	October WAW info	Facebook
09/24/17	Jennifer Hoang	D.O. C&M updates	Facebook
09/25/17	CSN CKI Signups	Officer recruitment	Email
09/25/17	Bob Prior	Norco CKI meeting info	Text
09/25/17	Nathan Wong	DLT picture	Facebook
09/26/17	Ryan Hoang	September DCM CERF	Email
09/26/17	Charlene Sullivan	September DCM CERF	Email
09/26/17	James Amber	Norco CKI Info	Email
09/26/17	Gina Aguilar	Crafton club rush	Facebook
09/26/17	Anisa Escobedo	BOD meeting info	Facebook
09/26/17	John Kim, Shomari Sterling	LSU meeting	Facebook
09/26/17	Ia Faye Sison	CSN CKI materials	Facebook
09/27/17	Kim Vo	Kiwanis fundraiser info	Facebook
09/27/17	John Kim	Meeting scheduling	Facebook
09/27/17	Kiran Rawtani	Crafton enrollment	Facebook
09/27/17	Lawrence Chan	Key Club Region 4 RTC	Facebook
09/27/17	Gina Aguilar	Crafton club rush	Facebook
09/27/17	Junior Musigdilok	FTC questions	Facebook

09/27/17	John Kim, Shomari Sterling	KCOR BOD meeting	Facebook
09/28/17	Bob Prior	Norco CKI meeting info	Text
09/28/17	Patience Beu	CSN officer recruitment	Text
09/28/17	Sean Briones	CSN officer recruitment	Text
09/28/17	Manuel Garcia	CSN officer recruitment	Text
09/28/17	Valerie Hill	CKI at UCR W-9 info	Text
09/28/17	Jonathan Martinez-Carrera	Contact info	Text
09/28/17	Lawrence Sahagun	New Norco president	Facebook
09/28/17	Jennifer Hoang	DLT contact	Facebook
09/28/17	Katelyn Duch	CNH officer contacts	Facebook
09/28/17	Desert Oasis presidents	New Norco president	Facebook
09/29/17	Marlai Gborkorguellie	CSN officer recruitment	Text
09/29/17	Simon Herrera	CSN officer recruitment	Text
09/29/17	Jersey Ieuelella	CSN officer recruitment	Text
09/29/17	Eric Sulley	CSN officer recruitment	Text
09/29/17	Krystal Ark	CSN officer recruitment	Text
09/29/17	Fernando Estrada	CSN officer recruitment	Text
09/29/17	Sing Hui	CSN officer recruitment	Text
09/29/17	Kelvin Remigio	CSN officer recruitment	Text
09/29/17	Michelle Villamar	CSN officer recruitment	Text
09/29/17	Nicholas Pelayo	CSN officer recruitment	Text
09/29/17	Dante Walker	CSN officer recruitment	Text
09/29/17	Amam Seigal	CSN officer recruitment	Text
09/29/17	Anisa Escobedo	CKI at LSU charter info	Email
09/29/17	Erica Apostolos	R'Sweet Story LTG blurb	Email
09/29/17	Jonathan Martinez-Carrera	DCM/WAW info	Text

09/29/17	Calvin Chau	October WAW updates	Facebook
09/30/17	Bradley White-Findeisen	CKI at CMC chartering	Email
09/30/17	Bradley White-Findeisen	Kiwanis Club of Twentynine Palms info	Email
09/30/17	Jonathan Martinez-Carrera	Norco CKI emails	Text
10/01/17	Alexis Victoria	CSN CKI Leadership	Email
10/01/17	Alejandro Colin	CSN CKI Leadership	Email
10/01/17	Maraki Tewodros	CSN CKI Leadership	Email
10/01/17	Jerjon Reyes	CSN CKI Leadership	Email
10/01/17	Jesus Quintana-Mendoza	CSN CKI Leadership	Email
10/01/17	Ray Braiteh	CSN CKI Leadership	Email
10/01/17	Marcy Farris	CSN CKI advisor info	Email
10/01/17	Cleveland Spaight	CKI at CMC chartering	Email
10/01/17	Lawrence Sahagun	FTC scripts	Email
10/01/17	Linda Marx	Weekly call	Phone
10/01/17	Jonathan Martinez-Carrera	PCM/CKI South info	Facebook
10/01/17	Fion Chien	Cane's fundraiser info	Facebook
10/02/17	Ashraya Kalavakunta	October WAW banner	Email
10/02/17	Alejandro Colin	CSN CKI leadership interview	Google Hangouts
10/02/17	Shomari Sterling	Meeting scheduling	Facebook
10/02/17	Desert Oasis DLT	WAW countdown	Facebook
10/02/17	Nathan Wong	October WAW info	Facebook
10/02/17	John Kim	LSU club handbook	Facebook
10/02/17	South LTG's	Go West	Facebook
10/02/17	Calvin Chau	One-on-one	Google Hangouts
10/02/17	Sabrina Yang	K-Rock emails	Facebook

10/02/17	John Kim, Shomari Sterling	One-on-two	Facebook
10/03/17	Jonathan Martinez-Carrera	One-on-one	Google Hangouts
10/03/17	Valerie Hill	BOD meeting update	Phone
10/03/17	Hogun Lee	Faces of Desert Oasis	Facebook
10/03/17	Gina Aguilar	Crafton email updates	Facebook
10/03/17	Sandy Tsan	FTC carpool	Facebook
10/03/17	Ia Faye Sison	One-on-one	Google Hangouts
10/04/17	Ray Braiteh	CSN CKI leadership interview	Google Hangouts
10/04/17	Linda Marx	CSN updates	Phone
10/04/17	Raymon Rodriguez	Crafton meeting info	Facebook
10/04/17	Lahiru Kodituwakku	October WAW info	Facebook
10/04/17	Kris Cuento	C&M network info	Facebook
10/04/17	Ray Braiteh	CSN CKI leadership interview	Google Hangouts
10/04/17	D.O. C&M network	Group updates	Facebook
10/04/17	Gina Aguilar	District event info	Facebook
10/04/17	Ivan Hoz	Treasurer jackets	Facebook
10/04/17	Lawrence Sahagun	President jackets	Facebook
10/04/17	Jennifer Hoang	UNLV PR chair update	Facebook
10/04/17	Desert Oasis presidents	Trick-or-Treat for UNICEF	Facebook
10/05/17	Jerjon Reyes	CSN CKI Leadership Interview	Google Hangouts
10/05/17	Jesus Quintana-Mendoza	CSN reminder email	Email
10/05/17	Alexis Victoria	CSN reminder email	Email
10/05/17	Maraki Tewodros	CSN reminder email	Email

10/05/17	Calvin Chau	Tomorrow Fund info	Email
10/05/17	Ia Faye Sison	Tomorrow Fund info	Email
10/05/17	Samuel Ulloa	New Norco CKI pres.	Facebook
10/05/17	Kevin Goble	CSUSB CKI Facebook	Facebook
10/05/17	Jonathan Martinez-Carrera	Social media updates	Facebook
10/05/17	Esther Wang	UNLV CKI MRS	Facebook
10/05/17	Hogun Lee	Club Facebook pages	Facebook
10/05/17	Gina Aguilar	Crafton MRF	Facebook
10/05/17	Melissa Ung	Norco CKI emails	Facebook
10/05/17	Calvin Chau	FTC deadlines	Facebook
10/05/17	Lawrence Sahagun	FTC deadlines	Facebook
10/05/17	Lindon Tran	FTC new member install	Facebook
10/06/17	Calvin Chau, Henry Casarez III	FTC quarter school deadline extension	Email
10/06/17	Maraki Tewodros	CSN reminder text	Text
10/06/17	Alexis Victoria	CSN reminder text	Text
10/06/17	Jesus Quintana-Mendoza	CSN reminder text	Text
10/06/17	Jonathan Martinez-Carrera	WAW and UNICEF info	Facebook
10/06/17	Jonathan Martinez-Carrera	Officer contact info	Facebook
10/06/17	South LTG's	CKI South DCM's	Facebook
10/06/17	Samantha Ruiz	New D.O. VP's	Facebook
10/06/17	Melissa Ung	October WAW info	Facebook
10/06/17	Ivan Hoz	New D.O. treasurers	Facebook
10/06/17	Ashraya Kalavakunta	One-on-one	Google Hangouts
10/06/17	Sandy Tsan	FTC advertising	Facebook
10/06/17	Katelyn Duch	New Norco officer info	Facebook

10/07/17	Jonathan Martinez-Carrera	Board meeting info	Facebook
10/07/17	Diana Mora	November DCM info	Facebook
10/08/17	Linda Marx	Weekly call	Phone
10/08/17	Gina Aguilar	New officer contacts	Facebook
10/08/17	Ivan Hoz	CKI South registration	Facebook
10/09/17	Ray Braiteh	CSN CKI leadership offer	Email
10/09/17	Alejandro Colin	CSN CKI leadership offer	Email
10/09/17	Jerjon Reyes	CSN CKI leadership offer	Email
10/09/17	Kevin Resillas	Norco CKI info	Email
10/09/17	Ashton Ridley	CSN CKI advisor info	Email
10/09/17	Fabiola Vazquez	Blaze Pizza fundraiser	Email
10/09/17	William Sowers	Cane's fundraiser	Email
10/09/17	Alejandro Colin	Secretary group & email	Facebook
10/09/17	Desert Oasis presidents	New CSN president	Facebook
10/10/17	Daniel Wahyu	October WAW info	Facebook
10/10/17	Ana Chavez	November DAD info	Facebook
10/10/17	Jonathan Martinez-Carrera	Board meeting agenda	Facebook
10/10/17	Valerie Hill	CKI at UCR W-9 info	Text
10/10/17	John Kim, Shomari Sterling	PCM info	Facebook
10/11/17	Lawrence Sahagun	Updates for e-boards	Email
10/11/17	Jonathan Martinez-Carrera	Norco meeting info	Text
10/11/17	Ray Braiteh	CSN CKI reminder	Text
10/11/17	Jennifer Nguyen	FTC spirit pack info	Facebook
10/11/17	Melissa Ung	Norco harvest festival	Facebook
10/11/17	Calvin Chau	Blaze fundraiser update	Facebook
10/12/17	Jason Liu	M-Ball publicizing	Email

10/12/17	Michael Abuyo	Presidential successor	Facebook
10/12/17	Jonathan Martinez-Carrera	October WAW info	Facebook
10/12/17	Marcus Calderon	Treasurer info	Facebook
10/12/17	Lawrence Chan	November DAD planning	Facebook
10/12/17	Gina Aguilar	WAW attendance	Facebook
10/12/17	Kim-Mai Hoang	CKI South carpool	Facebook
10/12/17	Jessa Li	Penny Wars	Facebook
10/12/17	Desert Oasis presidents	October PCM	Facebook
10/13/17	William Sowers	Cane's fundraiser	Email
10/13/17	Samantha Ruiz	Service Unity Week	Facebook
10/13/17	Jennifer Nguyen, Sandy Tsan	FTC speakers at DCM	Facebook
10/13/17	Shawn Virani	UNLV cheers	Facebook
10/13/17	Kim-Mai Hoang	Enrollment verifications	Facebook
10/13/17	Calvin Chau	CKI South workshop	Facebook
10/13/17	Erica Apostolos	Graphic resources	Facebook
10/13/17	Vanessa Kumnoonsate	Cheer transcripts	Facebook
10/13/17	Henry Casarez III	CKI South registration	Facebook
10/13/17	Alejandro Colin	CSN public relations	Facebook
10/13/17	Ia Faye Sison	CKI South registration	Facebook
10/14/17	Sabrina Yang, Jason Terrazas	K-Rock DCM speakers	Facebook
10/14/17	Gina Aguilar	WAW attendance	Facebook
10/14/17	Nathan Heger	DCM attendance	Facebook
10/15/17	Tony Nguyen	FTC awards info	Email
10/15/17	Linda Marx	Weekly call	Phone
10/15/17	Linda Marx	CNH officer contacts	Email
10/15/17	Nathan Heger, Lawrence Chan	November DAD planning	Facebook

10/15/17	Sarah Choung	FTC carpooling	Facebook
10/15/17	Michelle Liu	FTC carpooling	Facebook
10/15/17	Jennifer Nguyen	FTC spirit packs	Facebook
10/15/17	Desert Oasis presidents	Emergency contacts	Facebook
10/16/17	Camille Goulet	Proof of enrollment	Email
10/16/17	Ashton Ridley	CSN CKI advisor info	Email
10/16/17	Becky Whatley	CKI at LSU chartering	Email
10/16/17	Erica Apostolos	R'Sweet Story LTG blurb	Email
10/16/17	Jennifer Nguyen	FTC updates	Facebook
10/16/17	"Alexa"	CSUSB student	Text
10/16/17	"Victoria"	UoR student	Text
10/16/17	Ia Faye Sison	CKI South D.O. picture	Facebook
10/17/17	Richard Granados	Chaffey College CKI charter updates	Email
10/17/17	Jessa Li	FTC registrations	Facebook
10/18/17	Marcy Farris	CSN CKI officer contacts	Email
10/18/17	Linda Marx	CSN Updates	Email
10/18/17	Ashraya Kalavakunta	FTC clothespins	Facebook
10/18/17	John Kim, Shomari Sterling	Desert Oasis info	Facebook
10/18/17	John Kim, Shomari Sterling	Advisor contact info	Facebook
10/18/17	Ia Faye Sison	December visitation info	Facebook
10/19/17	Kristy Dai	FTC bag design	Email
10/19/17	Jerjon Reyes	Updated CSN CKI flyers	Email
10/19/17	Ryan Hoang	CKI South Trainer CERF	Email
10/19/17	Charlene Sullivan	CKI South Trainer CERF	Email
10/19/17	Alejandro Colin	CSN CKI Trainer CERF	Email
10/19/17	Destini Davis	CSN CKI Leadership	Email

10/19/17	Zeina Elmasry	CSN CKI Leadership	Email
10/19/17	Joshua Fernandez	CSN CKI Leadership	Email
10/19/17	Peter Lum	CSN CKI Leadership	Email
10/19/17	Jesus Gomora	CSN CKI Leadership	Email
10/19/17	Sara Mohamed	CSN CKI Leadership	Email
10/20/17	Brianna Caballero	Secretary resources	Email
10/20/17	Alejandro Colin	Secretary resources	Email
10/20/17	Tracy Vallejo	Secretary Resources	Email
10/20/17	Katelyn Duch	Secretary resources	Email
10/20/17	Linda Marx	CSN CKI officer info	Email
10/20/17	Vanessa Kumnoonsate	FTC spirit packs	Facebook
10/20/17	Lindon Tran	FTC carpool	Facebook
10/20/17	Diana Mora	FTC carpool	Facebook
10/20/17	Jennifer Hoang	Sunburst advertising	Facebook
10/20/17	Sandy Tsan	FTC carpool	Facebook
10/21/17	Sabrina Yang	K-Rock approvals	Facebook
10/21/17	Nina Schatz	FTC registration	Facebook
10/21/17	Henry Casarez III	FTC late registration	Facebook
10/21/17	Alejandro Colin	Vacant position statuses	Facebook
10/21/17	Sandy Tsan	DLT info	Facebook
10/22/17	Katelyn Duch	Invalid officer contacts	Facebook
10/22/17	Ia Faye Sison	FTC registration	Facebook

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Recruited new officers for my clubs at Norco College, Crafton Hills College, and the College of Southern Nevada
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2. Attended various Kiwanis Family events during my 9-day Las Vegas visitation in September
3. Hosted a successful Weekend of Awesomeness Weekend in October
4. Have made progress on chartering clubs at Chaffey College, Copper Mountain College, La Sierra University, and the University of Redlands
5. Visited all active clubs in September

b. Top 5 Plans

1. Continue to progress on new club charters
2. Support new club officers and encourage club growth
3. Ensure clubs pay dues on time
4. Integrate new members into our Desert Oasis family
5. Help plan and host November DAD and December WAW

III. **Resources Needed**

1. 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 these goals.

-Increase small club membership

At the beginning of my term the clubs at CSN, CHC, and Norco had little to no members. They are all still low on membership, but new officers have brought new life to each club and they are looking to grow this semester. Norco and CSN had zero members just 6 weeks ago but now they both have new and dedicated officers who are helping membership come back up. A few clubs that are not yet chartered even have a few members already, such as Chaffey College and La Sierra University. My DLT and I will continue to support our small clubs as they recruit. In our trainers we show a recruitment presentation, and we have been attending tabling events for small clubs since August. We will continue to discuss recruitment strategies with officers and connect them to bigger clubs that can help them as well.

-Increase small club participation in division events

Since my last board report members from Crafton Hills College CKI have been present at one DCM and one WAW event. This isn't much, but it's an improvement from the zero small club involvement we saw at division events before August. With Norco and CSN now reactivating this trend will hopefully continue to rise. My DLT and I promote division events by speaking to officers and/or attending meetings to share information about and create excitement around division and district events. With Desert Oasis Pen Pals back in full swing, members from all 5 of our clubs are now communicating in trios with members from other clubs. We will continue to support these clubs as they gain more members and bring more of them to events such as WAW.

-Establish a division newsletter

This goal is complete! Newsletter & Graphics EA Ashraya has released Volume 1, Issue 1 of the Desert Digest as of this September. After a six-year absence the Desert Oasis newsletter is back. It features events from three clubs, but with Norco and CSN reactivating our fall newsletter looks to be much more inclusive.

-Reactivate Cal State San Bernardino CKI

It's been over 6 months and I still have no CSUSB students interested in reactivating the club. Even after speaking at the Kiwanis Division 36 DCM and contacting the club's advisors, past officers, every Key Club D15 LTG and president, every Key Club D36 LTG and president, the Key Club division 47 LTG and presidents, and dozens of other Kiwanians, I have yet to find a solid lead. My DLT and I wanted to recruit on campus ourselves like we did for Norco and CSN, but CSUSB's policies require us to have a student of the campus with us when recruiting. With only about a month left to save the club from losing its charter, the clock is ticking fast. We will continue to reach out to Key Clubbers and Kiwanians for the rest of October and November and hopefully save the club's charter.

-Increase D.O.'s inter-division participation

Since my last report Desert Oasis members have participated in DPDC and CKI South. There our members were able to befriend and network with Circle K'ers from all over. Two non-district inter-division events coming up in November are our November Day of Awesomeness Day and UCSD's Masquerade Ball. November DAD even features a joint DCM with Foothill! I will continue to work with other lieutenant governors to seek opportunities for inter-division interaction outside of district events.

V. Announcements

*Go to K-Rock! (Upon approval, of course)
Saturday, January 13, 2018 on UCR's campus!*

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Foothill Lieutenant Governor Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Diana Mora**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/08/17	Region 13 Key Club Picnic	5	
7/14/17	District Board Weekend		37
7/21/17- 7/23/17	President's Retreat		37
07/28/17	Foothill July DCM: FIRE FEST SUMMERTACULAR		4
8/11/17- 8/12/17	Foothill E-Board Retreat		18
8/18/17 - 8/20/17	CPP E-Board Retreat		3
08/16/17	CNH Circle K, Your Health and You Webinar		1
08/23/17	Membership Update Center Webinar		5
08/25/17	Foothill August DCM		1
08/27/17	How to be #service goals Webinar		1
8/31/17	CSULA Tabling		6
09/17/17	Presidents Council Meeting		
9/20/17	Claremont Colleges 1st Meeting		

9/20/17 & 9/22/17	CPP Tabling		8
09/26/17	CSULA Gen. Meeting		1
09/26/17	PCC Gen Meeting		1
09/26/17	Chino Kiwanis Pres. Install		2
09/27/17	CPP Member Meet and Greet		1
09/30/17	Foothill Sep. DCM		3
09/30/17	Kiwanis D35 LTG Install		4
10/1/17	Claremont Kiwanis Install		3
10/3/17	Mt. Sac Gen Meeting		1
10/4/17	CPP First Gen Meeting		1
10/4/17	Foothill Skit Dance Practice		4
10/10/17	LACC Social		3
10/12/17	CPP Gen Meeting		2
10/14/17	Crazy Komp for Infants		
10/15/17	Foothill Service: AID's Walk	5	
10/17/17	PCC Gen Meeting		1
10/17/17	LACC Gen Meeting		1
10/19/17	CPP Gen Meeting		1
10/20/17	Foothill Halloween Social / OCT DCM		7

Total Service Hours since Last Board Report: 10

Total Service Hours since April 1st, 2017: 26

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/01/17 - 10/20/17	Division Lead. Team (Richard Tzul, Sara Chen, Jocelyn Zaragoza, Kevin Tu, Jonah Vales)	DCM's PCM's/DLT meetings one-on one's, division growth/unity, school visitations, kiwanis relationships	FB Messenger, text, Zoom, inperson, emails
07/01/17 - 10/20/17	Foothill Presidents	DCM's, PCM's, one on one's, general meetings, club board, school administration, budget, lost/addition of officers, tabling	FB Messenger, text, zoom, inperson, skype, google hangouts, Phone Calls, emails
07/01/17- 07/08/17	Region 13 Key Club Lieutenant Governors & Key Club Region Advisors	Region 13 Picnic, service and region training conference(RTC)	emails, fb messenger
07/01/17- 01/20/17	Foothill E-Boards	E-Board Retreat, administration, check ups, club status, improvements/growth, difficulties, approaching tabling, board & general meetings, DCM's, district events, service, lost & addition of new board members	FB Messenger, text, zoom, inperson, skype, google hangouts, Phone Calls, emails
07/01/17- 10/20/17	District Board Lieutenant Governors	Division merchandise, cheers, shoutout vids,	FB Messenger

		interaction, joint meetings/ office hrs/ DCM's, president interaction	er, text, zoom, in-person, skype, google hangouts
07/01/17-10/20/17	District Board Committee Chairs	District events, webinars, President's Retreat, dates, MRP, requirements, Sunny TV	FB Messenger, in person, zoom
07/01/17-10/20/17	Foothill A-Board's	Status, e-board updates, fundraising, foothill/district events, involvement, webinars	FB Messenger, zoom, in-person emails
07/01/17-10/20/17	Grace Chi	RTC, Key Club & Kiwanis Involvement, Kiwanis Relations, issues, club status', division events, Key to Colleges, growth to struggles, D35 Kiwanis, networking	Phone calls, in-person, texts
07/01/17-10/20/17	Past LTG's: Jesus Martinez & Alfredo Munoz	Merch, E-Board Retreat, FTC prep, socials, reaching out, hype, growth and decline, common issues of foothill, DCM's, District Events, past records, budgeting, DLT, DCON	FB Messenger, text, zoom, in-person, Phone Calls, emails
08/01/17-11/01/17	Region 13 Key Club Lieutenant Governors & Key Club Region Advisors	RTC ,Key to Colleges	FB messenger/in person

07/01/17- 10/19/17	Foothill Clubs: Sponsoring Kiwanis	GO WEST, District Events, kiwanis relations, rechartering, involvement, speeches, growth, install dinners, events,	in person, emails
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II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Hosted a highly influential & impactful Foothill E-Board Retreat
2. Provide a welcoming family environment for returning & new members encouraging larger turnout (CKI South, fellowship events, FTC)
3. Assisted and educated members regarding the meaning of District/Division towards all Foothill Clubs/Kiwanis/ Region 13 Key Club/ Gladstone Kiwinis
4. Promoted impactful service and received largest turnout for a service event in Foothill History
5. Established relationships with all sponsoring kiwanis branches and planning future Division Key to Colleges

b. Top 5 Plans

1.Bridge the gap between established and developing clubs
2.Implement the concept of the Phoenix Purpose (Meaningful Service/Events)
3.Execute a Foothill Executive Board Retreat and promote Foothill E-Board unity
4.Strengthen bonds and renovating the Foothill Fam
5.Implementing all three tenants and educating members on the district/divisional level

III. **Resources Needed**

1.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 these goals.

<p>-Goal#1 Primarily, I plan to focus on renovating the Foothill Family identity by executing a companionable atmosphere.</p> <p>Progress: Foothill has developed a family oriented aurora and many new members emphasis the welcoming environment! As FTC approaches, Foothill is incredibly hyped to rise from the ashes and bring the heat!</p>
<p>-Goal #2 Develop ambition and incentive with the Foothill Division with the key concept of the "Phoenix Purpose"</p> <p>Progress: The division continually strives for improving and providing an experience for their clubs/ division! Additionally, new awards are now implemented at monthly dcm's to increase ambitions!</p>
<p>-Goal #3 Reinforcing solidarity with Foothill President's, E-Board's and clubs by strengthening relationships throughout west and east regions</p> <p>Progress: The regions unification is incredibly strong and lead to connecting through various interclubs (almost weekly)!</p>
<p>-Goal#4 Educate members regarding the CNH-District and assist the growth of leadership involvement.</p> <p>Progress: District Webinars assisted in reaching out to Foothill members. As well there have been various workshops at DCM's to reinforce leadership to assist the development of clubs.</p>
<p>-Goal #5 Further relationships and communication with Kiwanian Branches within the division.</p> <p>Progress: All foothill clubs have communicated with their sponsoring kiwanis/ interacted with SLP. Further connections is looked forward to at the future division Key to Colleges!</p>

V. **Announcements**

*GO WEST : CONFIRMED!!! last week of December
(Desert Oasis is Approved!)*

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Golden Gate Lieutenant Governor Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Ryan Tsao**

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

Date	Events Attended	Service Hours	Other Hours
7/8/2017	Div 2 Club Leadership Education		6.5
7/11/2017	UCB Summer meeting #4		1.5
7/14/2017	CNH July District Board Weekend		25
7/18/2017	Joint DLT/PCM #6		1
7/22/2017	Presidents Retreat		32
7/25/2017	UCB Summer meeting #4		
7/25/2017	DLT Meeting #7		1
7/29/2017	GG July Water World Social + DCM		7.5
7/30/2017	Berkeley Animal Shelter	2.5	
8/1/2017	PCM #8		1
8/8/2017	DLT Meeting #8		1
8/10/2017	Berkeley Kiwanis Meeting	0	1
8/19/2017	Quad DCM + DSP	3	2
8/15/2017	PCM #9		1
8/22/2017	DLT Meeting #9		1
9/2/2017	Berkeley Animal Shelter	2	6.5
9/2/2017	UC Berkeley Loaves and Fishes	3	1.5
9/4/2017	SF State Scavenger Hunt Social		5

9/5/2017	DLT Meeting #10		1
9/5/2017	UC Berkeley 1st GM and plentea fundraiser	1	1
9/8/2017	UC Berkeley Big C Hike		3
9/9/2017	Cal vs. Weber State concessions	10.5	1
9/12/2017	UC Berkeley 2nd GM		1
9/12/2017	PCM #11		1
9/15/2017	UC Berkeley Emeryville Social		4.5
9/16/2017	Golden Gate September DSP - Tricycle Festival	2	
9/19/2017	UC Berkeley 3rd GM + Family revelations + Family social		2
9/21/2017	Spirig & Social committee meeting		1
9/23/2017	Golden Gate 3rd Annual September DCM + Trainer		5
9/24/2017	UC Berkeley Kiwanis Murder Mystery		4
9/26/2017	UC Berkeley 4th GM		1
9/26/2017	PCM #12		1
9/28/2017	FTC Skit workday		2
9/29/2017	Kiwanis Service In	2.5	0.5
9/30/2017	Interfamily Social		2
9/30/2017	CSU East Bay Karaoke Night		3
10/1/2017	Point Isabella Shoreline Restoration	4	
10/2/2017	UC Berkeley 5th GM		1
10/3/2017	DLT Meeting #12		1
10/6/2017	SFSU Fall Gala		4
10/7/2017	Crazy Kompetition for Infants: North	3	7
10/17/2017	UC Berkeley 7th GM		1
10/17/2017	DLT Meeting #13		1
10/20/2017	UC Berkeley Interfamily Game Night		2
10/21/2017	Cal vs. Arizona State Concessions	9	
10/23/2017	UC Berkeley Single Service Committee Meeting	1	

Total Service Hours since Last Board Report: 43.5

Total Service Hours since April 1st, 2017: 84.5

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/11/2017, 8/25/2017	Michele Jackson	Potential Charter	Email
7/13/2017	Golden Gate Presidents	Event updates	Email
8/23/2017	Joe Lee	Monthly Check-in	In Person
8/24/2017	Gabe Otero, Kristine Jiao	Family head plans	In person
9/17/2017	Amanda Masumoto	Newsletter Articles	Email
9/27/2017	Golden Gate Boards	Fall introductions	Email
9/25/2017	Divisional Leadership Team	General updates, upcoming events, goals	Email
10/1/2017	Golden Gate Presidents	General Updates	Slack
10/2/2017	Joe Lee	General Updates	Messenger
10/2/2017	Amanda Masumoto	Divisional Newsletter, position goals	Google Hangouts
10/2/2017	Fatima Aguilar	Chartering Procedure	Messenger
10/17/2017	Anna Se	Divisional Cheer List	Email
10/18/2017	Lawrence Sahagun	Various questions	Messenger
10/18/2017	Stephanie Sentosa	November DCM discussion	Messenger
10/19/2017	Emmanuel Escobal	October DSP Discussion	Messenger
10/20/2017	Stephanie Ruiz	Fall progress and board assessment	In Person

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Held successful quad-DCM, implementing improvements
2. Held successful September DCM and member trainer
3. Facilitated club registration for Crazy Kompetition for Infants and Fall Training Conference
4. Attended various small/large scale club hosted events across division
5. Executed divisional service projects successfully each month

b. Top 5 Plans

1. Check in with regional advisor in person to check progress on initial goals
2. Assist clubs in preparing for Fall Training Conference (including transportation)
3. Finalize details and event logistics for November Murder Mystery DCM and December Holiday DCM
4. Continue to assist smaller clubs with recruiting, ensure larger clubs are retaining members

III. **Resources Needed**

1. Information/resources for chartering clubs and assisting clubs once chartered
2. Help motivating disillusioned officers

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 these goals.

- Execute interdivisional social/dcm (completed)
- Execute quad dcm (completed)
- Visit each school once per semester (3 schools visited so far, planning to complete before end of November)

V. **Announcements**

N/A

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Magic Kingdom Lieutenant Governor Board Report

November 2017 Board Meeting

Respectfully Submitted by **Manuel Santiago**

I. **Your activities since last Board Report**

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/10/17	MK Office Hours		1
7/12/17	UCI CKI Intramural Volleyball Game		1.5
7/13/17	Chapman Volleyball Tournament		3
7/13/17	OCC x Cypress Field Day		2
7/13/17	CSU Fullerton General Meeting		2
7/14-16/17	July District Board Weekend		25
7/17/17	MK Office Hours		2
7/21-23/17	Presidents' Retreat		32
7/24/17	MK Office Hours		1
7/26/17	Long Distance Friendships Webinar		2
7/27/17	OCC x IVC Social & General Meeting		2
7/28/17	MK July DCM		1
7/28/17	MK Field Day		2
7/29/17	Lake Forest Relay for Life	15	
7/30/17	MK Eat for Service Social		1
8/4-6/17	District Professional Development Conference	3	19

8/19/17	MK August DCM		5
8/21/17	OCC Family Social		2.5
8/22/17	OCC Summer General Meeting		1
8/25-27	OC Night Market	13	
8/26/17	MK DSP: OC Food Bank	2	
8/26/17	Kelly's Closet	2.5	
8/28/17	Welcome Tables Day 1	5	
8/29/17	Welcome Tables Day 2	5.67	
8/31/17	CSUF General Meeting		1
8/31/17	CSUF The Hat Social		1
9/5/17	OCC Committee Meeting		1
9/5/17	OCC Committee Meeting		1
9/7/17	IVC Meeting		1
9/12/17	OCC Club Rush	3	
9/12/17	OCC Committee Meeting		1
9/13/17	District Fundraising Initiatives Webinar		1
9/14/17	OCC General Meeting		1
9/15/17	District & Int'l Documents Webinar		1
9/17/17	CKI 101 Webinar		1
9/18/17	Chapman General Meeting		1
9/21/17	OCC General Meeting		1
9/21/17	Tabling Webinar		1
9/22/17	Children's Center Trike-A-Thon	3.5	
9/23/17	September DCM		1
9/23/17	Out of the Darkness Walk	3	
9/24/17	Kiwanis Division 4 & 30 LtG. Installation		4

9/26/17	OCC Committee Meeting		0.5
9/27/17	Kiwanis Family 101 Webinar		1
9/28/17	OCC General Meeting		1
9/28/17	CSUF General Meeting		2
9/28/17	CSUF Committee Meeting		1.5
9/29/17	CSUF x IVC x Saddleback x UCI x OCC Softball Tournament		3
9/30/17	UCI Key to College		4
10/3/17	Cypress Meeting		1
10/4/17	UCI Meeting		1.5
10/5/17	OCC Meeting		1
10/6/17	Saddleback Meeting		1
10/7/17	Walk to End Alzheimers	5	
10/12/17	OCC Meeting		1
10/14/17	Crazy Kompetition for Infants South		6
10/14/17	October DCM		1
10/16/17	Chapman Meeting		1
10/19/17	OCC Meeting		1
10/21/17	IVC Member Induction		3
10/22/17	MK University: Key to College	13.5	
10/22/17	CSUF Member Induction		4
10/24/17	MK Spirit Night #2		2.5
10/27/17	MK Spirit Night #3		2.5
10/28/17	OC Zoo Festival	4	
10/29/17	KIWIN'S Training Conference	5	

Total Service Hours since Last Board Report: 76.17

Total Service Hours since April 1st, 2017: 144.67

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/5/17	Angela Lagrada	Club information	Phone call
7/5/17	Zena Amran	#HappyPeriod Org.	Facebook message
7/6/17	Joshua N.	Office Hours info	Facebook message
7/6/17	Amanda Lane, Missy Maharjan	MRF	Facebook message
7/7/17	Banna Tesfay	Congrats on SubB	Facebook message
7/7/17	Vy Nguyen	DLT Information	Facebook message
7/7/17	Diana Mora	LtG. Information	Facebook message
7/8/17	MK Divisional Leadership Team	CKIx Recap	Facebook message
7/8/17	Nhung Tran	Congrats on KCI Trustee	Facebook message
7/8/17	MK DLT	CKIx Awards	Facebook message
7/9/17	Allan Le	MR questions	Facebook message
7/9/17	Alex D. Nguyen	Congrats on Distinguished	Facebook message
7/9/17	Jennifer Que	Congrats on a great term	Facebook message
7/9/17	Jackie Vu, Duyen Diep	Chapman CKI info	Facebook message

7/9/17	Judy Nguyen	Zoom login information	Facebook message
7/9/17	Long Do	OC Night Market Information	Facebook message
7/9/17	Peter Yu, Camille Goulet, Lawrence Sahagun, Katelyn Duch, Ivan Hoz	MRF submission	E-mail
7/9/17	Katelyn Duch	MRF Question	In-person
7/10/17	Sabrina Fang	MD&E Committee Question	Facebook message
7/10/17	MK Club Boards	Office Hours	Facebook message
7/10-14/17	Helen Nguyen, Lindon Tran, Ana Chavez	District Board presentation	Facebook message
7/11/17	Amanda Lane	MRF	Facebook message
7/11/17	MK Presidents	PCM info	Facebook message
7/11/17	Kyler Tagupa	PCM info	Facebook message
7/11/17	MK Officers	Office hours about DB proposals	Facebook message
7/11/17	MK Divisional Leadership Team	PCM meeting invitation	Facebook message
7/11/17	Eric Yan	Congratulations on IVP	Facebook message
7/11/17	MK Presidents	Presidents' Council Meeting	Zoom
7/11/17	Ami Patel	UCI Event Info	Facebook message
7/11/17	Rafa Alam	District Board Meeting questions	Facebook message

7/12/17	Renz Lane	MRP office hours info	Facebook message
7/13/17	Jennifer Que	Carpool to general meeting	Facebook message
7/14/17	Alex D. Nguyen	Presidents' Retreat questions	E-mail
7/15/17	Jenny Gomez, Amanda Lane	DB proposals	Facebook message
7/16/17	Bruce Casenaz	DB proposal questions	Facebook message
7/16/17	David Ngo	Weekly office hours info	Facebook message
7/17/17	Vinh Nguyen	Contact information	Facebook message
7/17/17	Kelly Ma	OC Book Festival info	Facebook message
7/17/17	Diana Mora, David Ngo	Joint-divisional office hours	Facebook message
7/17/17	Various MK, Foothill & Capital members	Joint-divisional office hours	Zoom
7/18-20/17	Alex D. Nguyen	PR preparations	Facebook message
7/18/17	Kyler Tagupa	DB proposal info	Facebook message
7/19/17	Phillip Chow	MK date information	Facebook message
7/19/17	MK District Board	Carpooling for PR	Facebook message
7/20/17	MK DLT	Meeting info	Facebook message
7/20/17	Kelly Low	DCM Info	Facebook message

7/20/17	Jesus Pelayo	Checking in on me and my sanity	Facebook message
7/21/17	MK District Board	Carpool for PR	Video call
7/23/17	Renz Lane	Club shirt info	Facebook message
7/24/17	MK DLT	Meeting	Google hangouts
7/24/17	Peter Yu	Upcoming MK events	E-mail
7/25/17	Jose Rodriguez	Presidency Notice	Facebook message
7/25/17	Chandni Patel	DSP Info	
7/17-26/17	MK PR Attendees	PR Info	Facebook message
7/26/17	Donald Franks	Webinar info	Facebook message
7/26/17	Kyler Tagupa	DCM date info	Facebook message
7/26/17	Renz Lane	Event info	Facebook message
7/26/17	Esther Wang	MR Monday info	Facebook message
7/27/17	Jennifer Hoang	Bi-Weekly Digest spotlight	Facebook message
7/27/17	MK DLT	Field day info	Facebook message
7/27/17	Jenny Gomez	Board badge info	Facebook message
7/28/17	Jenny Gomez	Upcoming club events	Facebook message
7/28/17	Kyler Tagupa	DCM info	Facebook message

7/29/17	MK DLT	Relay for life supplies info	Facebook message
7/29/17	Jennifer Que	DCM info	Facebook message
7/29/17	Kelly Ma	KIWAN'S Fall Rally South info	Facebook message
7/29/17	Cristian Cadena	DSP Info	Facebook message
7/29/17	David Su	ERF info	Facebook message
7/30/17	Kyler Tagupa	DPDC carpool info	Facebook message
7/30/17	Kevin Qu	DPDC Carpool info	Facebook message
7/31/17	MK Officers	MK updates	E-mail
7/31/17	Renz Lane	Club contact updates	Facebook message
8/1/17	Kyler Tagupa	DPDC info	Facebook message
8/1/17	Jennifer Hoang	Board info	Facebook message
8/1/17	Kevin Qu	DPDC carpool info	Facebook message
8/2/17	Andy Ferrer	MK officer info	Facebook message
8/4/17	Patricia van Voorst	Upcoming Kiwanis event info	Facebook message
8/5/17	MK Secretaries	MRF reminders	Facebook message
8/6/17	Reginald Sellote	CERF clarification	Facebook message

8/4-7/17	David Ngo	DPDC housing info	Facebook message
8/7/17	Denny Cao	Email reflector info	Facebook message
8/7/17	Renz Lane	Office hours question	Facebook message
8/8/17	Jennifer Hoang	Graphics info	Facebook message
8/8/17	David Su	ERF contact info	Facebook message
8/9/17	Ana Chavez	Circle K Interest form info	Facebook message
8/9/17	Jesus Aguilar	MK apparel info	Facebook message
8/10/17	MK DLT	T-shirt design updates	Facebook message
8/10/17	Camille Goulet, Peter Yu, Katelyn Duch, Lawrence Sahagun, Ivan Hoz	MRF submission	E-mail
8/11/17	Reginald Sellote	DSP info	Facebook message
7-30-8/7/17	MK DPDC Attendees	DPDC information	Facebook message
8/12-15/17	Ana Chavez	Various possible club chartering info	Facebook message
8/15/17	MK DLT	Beach day info	Facebook message
8/15/17	Oscar Mendez	Club chartering info	Facebook message
8/16/17	Jenny Gomez	DCM info	Facebook message
8/17/17	Nancy Cooper	Out of the Darkness Walk info	E-mail

8/17/17	Catherine Domingo	Event info	Facebook message
8/17/17	Kelly Man	District board voucher info	Facebook message
8/17/17	Banna Tesfay	Int'l website feedback	Facebook message
8/17/17	Sienna Nguyen	Webinar feedback	Facebook message
8/17/17	Kyler Tagupa	DCM info	Facebook message
8/17/17	Julie Luna	President check-up	Facebook message
8/17/17	Kim Hinojos	Event info	Facebook message
8/18/17	Jennifer Hoang	DCM updates and graphic tattletale	Facebook message
8/18/17	Jenny Gomez	School info	Facebook message
8/18/17	Ana Chavez	DCM committee updates	Facebook message
8/18/17	Esther Wang	MR updates for DCM	Facebook message
8/18/17	Banna Tesfay	DCM updates	Facebook message
8/18/17	Julie Luna	Club rush info	Facebook message
8/18/17	Kim-Hai Hoang	Committee updates for DCM	Facebook message
8/19/17	Denny Cao	Website updates	Facebook message
8/20/17	MK VPSes	DSP reminders	Facebook message

8/21/17	Jenny Nguyen	Google email group info	Facebook message
8/22/17	Dylan Huynh	Kiwanis meeting info	Facebook message
8/23/17	Dylan Huyn	Masthead info	Facebook message
8/24/17	MK DLT	OC Night Market Info	Facebook message
8/25/17	Jesus Aguilar	Interested members from nearby area	Facebook message
8/25/17	Reginald Sellote	DSP info	Facebook message
8/27/17	Mark Catolos	Club advice	Facebook message
8/27/17	Esther Wang	MR Monday edits	Facebook message
8/29/17	Elaine Pong, Frank Barry	Divisional Key to College info	E-mail
8/30/17	Jerald DeBar	Divisional Key to College info	E-mail
8/30/17	Kimberly Cao	Key to College updates	Facebook message
8/30/17	Lindon Tran	FTC questions	E-mail
8/30/17	MK VPSes	Event date info	Facebook message
8/30/17	Paul Duplesis	Chaperone info	Facebook message
8/30/17	Orange County SLP LtGs	MK Key to College info	Facebook message
8/30/17	Jessica Camacho	UCI Key to College updates	Facebook message

9/1/17	Nina Nguyen	Contact information	Facebook message
9/1/17	Jennifer Nguyen	FTC song info	Facebook message
9/4/17	MK VPSes	MK DSP interest	Facebook message
9/5/17	MK SECRETARIES	MRF reminders	Facebook message
9/8/17	Renz Lane	Meeting info	Facebook message
9/8/17	Reginal Sellote	DSP info	Facebook message
9/10/17	Mark Catolos	Board update info	Facebook message
9/10/17	Renz Lane	Resource info	Facebook message
9/10/17	Jennifer Hoang	Hours info	Facebook message
9/11/17	Ana Chavez	Club meeting info	Facebook message
9/11/17	Linh Nguyen	CKI North Carpool info	Facebook message
9/12/17	Jenny Gomez	Board info	Facebook message
9/13/17	MK Treasurers	Webinar info	Facebook message
9/13/17	MK VPAs	Club info	Facebook message
9/13/17	David Su	Light the night info	Facebook message
9/14/17	MK DLT	Meeting info	Facebook message

9/14/17	Khoa Vinh	MK event info	Facebook message
9/14/17	MK VPSes	Upcoming club events	Facebook message
9/14/17	Peter Yu	Accounting info	E-mail
9/15/17	Nancy Cooper, Mariella Batacan	Out of the Darkness Walk	E-mail
9/15/17	Alondra Covarrubias, Andrea Famularcano	FTC Workshop app question	Facebook message
9/17/17	Jennifer Hoang	Sunny TV info	Facebook message
9/17/17	Josephine Chau	Kiwanis installation info	E-mail
9/17/17	Alondra Covarrubias, Andrea Famularcano	FTC Workshop question	Facebook message
9/17/17	MK VPSes	KIWIN'S Fall Rally info	Facebook message
9/18/17	Jennifer Nguyen	FTC song info	Facebook message
9/18/17	Mark Catolos	Program ad info	Facebook message
9/18/17	Irina Rochon	Masthead info	Facebook message
9/18/17	Chloe Wang	FTC selling info	Facebook message
9/19/17	Kim Vo	Club meeting info	Facebook message
9/19/17	Edward Bernal	Photoshoot info	Facebook message
9/20/17	John Avelino	Event page correction	Facebook message
9/20/17	Rochelle Salvador, Duyen Diep	MK University rooming info	Facebook message

9/21/17	Marco Alexi	DSP chairing info	Facebook message
9/22/17	Julie Luna	DCM info	Facebook message
9/22/17	Jenny Gomez	DCM info	Facebook message, E-mail
9/22/17	Kelly Ma	Kiwanis installation dinner info	Facebook message
9/22/17	Jenny Nguyen	Meeting info	Facebook message
9/23/17	Winnie Lam	School info	Facebook message
9/24/17	David Su	Event info	Facebook message
9/24/17	Kevin Tran	GWC club info	Facebook message
9/24/17	Ana Chavez	KFRF info	Facebook message
9/24/17	Jennifer Hoang	Graphics clarification	Facebook message
9/27/17	Kyler Tagupa	Checking in on event	Facebook message
9/27/17	James Tran	KIWIN'S Fall Rally SAA info	Facebook message
9/27/17	Kelly Ma	Club informational meeting info	Facebook message
9/28/17	Compton Initiative Coordinators	Signing up MK	E-mail
9/28/17	Kim-Mai Hoang	Committee info	Facebook message
9/28/17	MK VPAs	Shirt info	Facebook message

9/13-28/17	Andrew Kang, Julie Luna	GWC club info	Facebook message
9/29/17	Jennifer Hoang	Graphics tattletale	Facebook message
9/29/17	Jessica Camacho, Kimberly Cao	Key to College info	Facebook message
9/30/17	MK VPSes	Updates and reminders	Facebook message
10/1/17	Reginald Sellote	Event info	Facebook message
10/1/17	Ethan Chen	Event clarification	Facebook message
10/2/17	Kev Nguyen	UCLA Winter Leadership Camp info	Facebook message
10/2/17	Hever Miranda	Service Star of the Week nomination	Facebook message
10/2/17	Jesus Pelayo	Shirt info	Facebook message
10/3/17	Jennifer Hoang	Bi-weekly digest info	Facebook message
10/4/17	Milan Phan	Meeting info	Facebook message
10/5/17	Esther Wang	MRS info	Facebook message
10/5/17	Yessenia Ozuna	Board advice	Facebook message
10/6/17	Josiah Carino	Board contact info	Facebook message
10/6/17	Kim Hinojos	MK spirit pack info	Facebook message
10/2-7/17	Judy Nguyen, Serena Mann	Spirit Pack design info	Facebook message

10/7/17	Emma Tran	Spirit pack info	Facebook message
10/8/17	Jenny Gomez	CKI south reg info	Facebook message
10/8/17	Crystal Flores	Event calendar info	Facebook message
10/8/17	Jesus Pelayo	Spirit pack info	Facebook message
10/9/17	Reginald Sellote	Group page info	Facebook message
10/9/17	Omar Sanchez	MKU workshop info	Facebook message
10/9/17	Tiffany Nguyen	FTC logo feedback	Facebook message
10/9/17	Yessenia Ozuna	MRF info	Facebook message
10/9/17	MK VPAs	Zoom info	Facebook message
10/9/17	William Le	Officers group page	Facebook message
10/9/17	MK VPSes	Zoom meeting info	Facebook message
10/9/17	Renz Lane	Club apparel info	Facebook message
10/10/17	OC SLP Lieutenant Governors	Key to College info	Facebook message
10/10/17	Alicia Sieu	Spirit pack info	Facebook message
10/10/17	Amy Tran	Membership dues info	Facebook message
10/11/17	Denny Cao	Website info	Facebook message

10/12/17	Thuy Tran	Scrapbook info	Facebook message
10/11-13/17	Michelle Neal, Andrew Kang	Club question info	Facebook message
10/13/17	Marco Alexi	DCM info	Facebook message
10/12/17	Crystal Flores	Spirit pack info	Facebook message
10/12/17	MK Secretaries	Secretary jacket reminder	Facebook message
10/13/17	Crystal Flores	Event info	Facebook message
10/13/17	MK DLT	FTC spirit info	Facebook message
10/13/17	Renz Lane	FTC info	Facebook message
10/13/17	Renz Lane	Board advice	Facebook message
10/2-14/17	Jessica Cornel, Angela Lagrada	CKI South info	Facebook message
10/13/17	Sabrina Yang	K-Rock announcement	Facebook message
10/14/17	Reginald Sellote	DCM info	Facebook message
10/15/17	UCI E-board	DCM info and spirit night info	Facebook message
10/15/17	Dorothy Ngo	MKU advertising	Facebook message
10/15/17	Saddleback E-board	Spirit night info	Facebook message
10/15/17	CSUF EBoard	Spirit night info	Facebook message

10/15/17	Marco Alexi	Spirit Squad info	Facebook message
10/15/17	Helen Chavez	Spirit Squad info	Facebook message
10/15/17	Jenny Gomez	Spirit night info	Facebook message
10/15/17	Kyler Tagupa	Spirit night info	Facebook message
10/15/17	Tyler Tran	Member info	Facebook message
10/15/17	Cypress E-board	Spirit night info	Facebook message
10/16/17	Winnie Lam	Spirit pack info	Facebook message, email
10/16/17	Roger Leal	Spirit pack info	Facebook message
10/16/17	Edward Bernal	Spirit squad info	Facebook message
10/16/17	Peter Yu	Shirt size info	Facebook message
10/16/17	Ethan Chen	Spirit pack info	Facebook message

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Amount of Interclubbing events – Divisional interaction is pretty high right now! There are still some areas I would like to focus on to improve, but we were able to surpass 40 interclub tags as a division this past month!

2. Fundraising efforts – Our Fundraising Chair, Judy Nguyen, did an AWESOME job with fundraising over the summer. For the most part, MK is doing well on finances and is able to afford to provide more to the members.

3. Improve Kiwanis Family relations – I was able to meet the Kiwanis Family LtGs of my area, and I have MANY counterparts with a huge membership base! I love hearing from them and what they are doing with their clubs. With Key to Colleges, we are able to interact with our Kiwanis family more, which is great!

4. Magic Kingdom University – updates after it happens ;)

5. MK Spirit Packs and Apparel – Ordering was, for the most part, smooth! And we will be getting most of our apparel before FTC! So yay! Shoutout to Judy Nguyen, Serena Mann, and Jennifer Hoang for design credits!

b. Top 5 Plans

1. Plan new ideas for Magic Kingdom events for the rest of the term – I'd like to start making the divisional level more prominent in terms of social events! Most clubs already have many service projects, but I plan on bringing in new social, leadership, and fundraising events for the rest of the term! Like a start new traditions and strengthen current traditions kind of thing!

2. MK Café Night – MK Café night will be in the beginning of 2018, so we will start planning soon!

3. Kiwanis Family meeting attendance – I would like to attend more Kiwanis family meetings for the rest of the term! Kiwanis clubs, and Key Club/KIWAN'S divisions!

4. Finish chartering with Biola University – Biola was able to attend CKI South, bringing 11 members! But unfortunately, due to school restrictions on length of club application process, they will not attend FTC. I am expecting them to be officially chartered by November, so I will need to start hyping them up for CKI and meet their members.

5. Attend more non-home club events – I love OCC, but I attend a lot of their events, mainly because they fit with my schedule and location more! I want to start attending at least 2 non-OCC events a week, which I have already started doing.

III. **Resources Needed**

1. More hours in the day!

2. n/a

3. love
4. n/a
5. District Board spa day

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 these goals.

-Divisional Resource Database: I just need to keep updating information, but for the most part, it's up and running! It isn't really used, but I am planning or re-vamping it at the end of October and posting updates about it in the MK page!
-Divisional Calendar: Same goes for the calendar and database!
-DLT and Leadership in division: DLT is slowing down right now, but I need to be the one to take charge and pick up the pieces. Shoutout to Serena Mann for planning MK University with Josephine Chau, they are doing AMAZING work! Also, I want to have more DLT meetings and keep communication within DLT more constant! We haven't started with Ad hoc committees, but we will be planning larger scale events to have committees and ad hoc chairs for!
-Seasonal Weekend of Magics: FALL IS TOO BUSY WOW, but we will for sure have a Winter and New Year Weekend of Magic!
-MK Officers Retreat: This is still in progress, and I will most likely form a committee for this as well! Still in the very early stages of planning!
-Buddy System and Divisional Recognition Program: When assessing the DRP, we noticed that it didn't really work the past few years. The DLT has thrown around ideas for new way to recognize, so we will be developing those ideas more soon! For the most part, people get really hyped for the "Of The Month" awards, so I love love LOVE that.
-MD&E and MK: I would like to have more MD&E activity, so my chair and I need to develop more ideas on that!
-Divisional Focus to DSI and DFI: We had events relating to both the DFI and DSI! We had a drive for women's personal health, participated in an AFSP event, and are fundraising for the DFIs through Penny War planning!

V. **Announcements**

"If anyone wants to post in the MK page about District-wide approved events, feel free to just post if MK is already approved! Good luck with getting your clubs to FTC, best wishes to the FTC committee and their talented work, and shoutout to District Board for how far we've come! It's been a struggle, but I'm happy that we all struggled together in the end!"

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Metro Lieutenant Governor Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Joshua Nepomuceno**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/18/17	Operation Gratitude	1.5	
07/19/17	Metro Mingle		1.5
07/21/17	Presidents Retreat		32
07/29/17	July DCM & Bonfire		4
08/04/17	District Professional Development Conference	3	19
08/10/17	Warner Center-Woodland Hills Kiwanis Meeting		1
08/19/17	Metro August DCM & DSP	3	4
09/13/17	CSUN GM #2		2
09/20/17	CSUN GM #3		2
09/23/17	September DCM	1.5	2
09/27/17	CSUN GM #4		2
09/29/17	USC Key to College	5	2
10/04/17	Pierce GM		2
10/04/17	CSUN GM #5		2
10/11/17	CSUN GM #6		2

10/14/17	Crazy Kompetition for Infants South	3	
10/18/17	CSUN GM #7		2
10/18/17	Let's Talk About Mental Health Webinar		1

Total Service Hours since Last Board Report: 17

Total Service Hours since April 1st, 2017: 25

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/27/17	Metro DLT	DLT Shoot	Email
07/30/2017	Wyleen Olaes, Metro EA	July DCM Minutes	Email
08/07/17	Burbank Kiwanis	Woodbury University	Email
08/07/17	Donald Howard	UCLA Key 2 College	Email
08/08/17	Liz Manalili	LBCC Charter	Email
08/08/17	Doug Ridnor	College Of the Canyons – Potential Charter	Email
08/08/17	Nicholas Montano	Chatsworth Kiwanis Street Clean-up for DSP	Email
08/09/17	James Cortes, Christian Abdelshahed	Pierce Campus Charter Forms	Email
08/09/17	Donald Howard	UCLA Key 2 College	Email
08/09/17	Metro Presidents & DLT	August DSP & DCM	Email
08/09/17	Vincent Chuong	Pierce MRS	Email
08/10/17	Annie Tran, Metro Service Officers	Volunteers Needed for Aug. 12 event	Email
08/14/17	Caitlin Aldaham	Circle K at Santa Monica College	Email
08/14/17	Arlene Sacco, San Fernando Kiwanis	Circle K at LA Mission College	Email
08/14/17	Dorothy Rossi, Lomita- Harbor City Kiwanis	Circle K at LA Harbor College	Email
08/16/17	Community College Presidents	Turn in Campus charter forms	Email

08/17/17	Michelle Liu	USC Key 2 College	Email
08/18/17	Metro DLT & Presidents	Memo on Metro LSSP	Email
08/20/17	Nicholas Montano, Chatsworth Kiwanis	Pictures from DSP	Email
08/21/17	James Cortes	Club Forms	Email
08/21/17	Jeannette Ross, San Fernando Kiwanis	Regarding LA Mission College	Email
08/21/17	Liz Manilili, Shir Shoshan, Eilani Aguilar	VPS training Webinar	Email
08/21/17	Vincent Chuong	Quad Banquet CERF	Email
08/22/17	Metro Service Officers	Volunteers needed for LA Taco Festival	Email
08/22/17	Kevin Nguyen & Samantha Shen	Circle K Insurance Certification for WLC	Email
08/23/17	Shir Shoshan, James Cortes	Big/Little Resources	Email
08/23/17	Jennifer Hoang	Tabling Pictures	Email
08/27/17	Wyleen Olaes	DCM Notes	Email
08/29/17	Michelle Liu	Graphics Request	Email
08/29/17	James Cortes	Circle K Question	Email
08/29/17	James Cortes	Fall Trainer & September DCM	Email
08/30/17	Toki Sato	CSULB Newsletter	Email
08/30/17	James Cortes, Vincent Chuong	Club Bylaws & More	Email
08/30/17	James Cortes,	Tabling Ideas	Email
08/31/17	Tyler Tran	Metro Minute	Email
09/05/17	Nina Nguyen	CKI SAAs at FR	Email
09/07/17	James Cortes	Co-Faculty Advisors	Email
09/08/17	Wyleen Olaes	Metro Kiwanis Appreciation and Member Induction Dinner	Email

09/08/17	Michelle Liu	K2c Information Needed	Email
09/12/17	Donald Howard	Key Club's Presidents Council Meeting	Email
09/13/17	Tyler Tran, Lahiru Kodituwakku, Alex Nguyen	Metro Fall Trainer Workshops	Email
09/15/17	James Cortes	FTC Checks	Email
09/15/17	Helen Hollander	Fall Trainer	Email
09/15/17	Erick Reyno	Fall Trainer	Email
09/18/17	Helen Hollander, Willy Hotsettler, James Cortes	Pierce FTC	Email
09/20/17	Allan Le	October MR	Email
09/22/17	Presidents, DLT, Hosts,	Fall Trainer Postponed	Email
09/29/17	Charlene Lam	USC Key 2 College	Email
10/02/17	Wyleen Olaes	Kiwanis Appreciation & Member Induction Dinner Updates	Email
10/05/17	Camille Goulet, Armando Velasquez	Circle K of Long Beach City College	Email
10/07/17	Wyleen Olaes	Draft Banner	Email
10/07/17	Khoa Vinh	FTC Registration	Email
10/09/17	Metro DLT, Presidents, District Board	What do Surfing Cows Say?	Email
10/10/17	Camille Goulet	Cal Lutheran Circle K	Email
10/10/17	Armando Velazquez	Kiwanis Appreciation & Member Induction Dinner	Email
10/11/17	Metro Presidents	Circle K at Kiwanis Family Events	Email
10/11/17	Jason Liu	M-Ball	Email
10/12/17	UCLA Special Events	President Emails	Email
10/14/17	Metro DLT	Spirit Items	Email
10/15/17	Wyleen Olaes	KAMID Banners	Email

10/17/17	Wyleen Olaes	KAMID Kiwanis Advisors	Email
10/18/17	Metro Presidents	Call to KAMID	Email

1

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

i.	Establish a Committee for Kiwanis Appreciation Dinner & Member Induction
i.	Reached out to Potential Charters & Kiwanis clubs who are intending to charter
i.	Provide UCLA's Winter Leadership Camp resources they need for success

b. Top 5 Plans

i.	Establish a Host school for Metro Professional Expo
i.	Make sure all events are executable
i.	Plan January or February Metro Weekend
y.	Attend more club events
y.	Aide in further establishing a stronger foundations in small clubs such as Cerritos, CSU Dominguez Hills, Long Beach City College, and LA Harbor College

III. **Resources Needed**

i.	Kiwanis Counterpart Contact Information
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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 these goals.

Maintain Active Communication with Presidents and DLT through bi-weekly reports, consistent 1-on- 1s, random check-ins, and etc.

Progress: Communications with everyone around the division has been active and open. The Presidents, DLT, and club board members have talked to me about questions, comments, or concerns and addressed them.

Problems/Solutions: I feel like even though my communications have been open and active, it still is lacking. This past quarter, my free time has been very limited therefore PCMs, 1-on-1s, and bi-weekly reports have taken a back seat, however I have plans to block out times in my schedule in the near future to have time to sit down and talk about items that need to be addressed.

Focus on Membership Development by providing an unforgettable quality divisional

experience to members.

Progress: We have a committee working really hard on Member Induction Night. I feel like it will surely provide a lasting experience to our new members and maybe spark some inspiration to our returning members.

Problems/Solutions: This past couple months have been rough in terms of providing quality divisional experience starting with our divisional bonfire and DCM. Things didn't work out as planned and regretfully have provided an experience that is completely subpar to what I had planned. The outcome of that event really pains me because the things that happened is not something that any member should go through. It was unacceptable. Other than that, we had our Fall Trainer planned which was meant for new members to explore Circle K more, but however, due to the failure school's administration of the host club's to provide the rooms we needed, even though we followed all the guidelines and turned in it in a timely manner. So in the future, to prevent us from providing a **subpar** experience for our members, I will make sure everything is planned thoroughly with everything approved well in advanced.

Promote Interclub Relations by emphasizing the importance to not just Executive Board Officers, but to all members of Metro in hopes of unifying the division.

Progress: Some progress. I've seen our interclub numbers increase slightly, but I'm not entirely sure if that was my doing or a natural club interclub.

Problems/Solutions: Not really any problems. To further promote interclubs I can show how interclubs within the division benefit, not just your club, but also yourself as a member.

Establish Kiwanis Family Relations on a divisional level

Progress: This past quarter has been really good with establishing Kiwanis Family Relations. We've helped Chatsworth Kiwanis of D16 with their Adopt-a-Street clean up for our August DSP. I have also met with some of the Key Club counterparts at USC's Key to College. I have also contacted Kiwanis clubs who are intending or want to charter Circle K clubs and have been inviting them to events to get a feel of what they need to provide for their potential Circle K Clubs. In near future we are planning to collaborate with various Kiwanis clubs for our Metro Professional Expo in January.

Problems/Solutions: I am trying to contact the recently elected Kiwanis LTGs within my division and I'm unfortunately unable to get their contact info as of now.

V. **Announcements**

For the current approved Divisions of:

- Central Coast
- Desert Oasis
- Magic Kingdom
- Metro
- Paradise

GO TO UCLA'S WINTER LEADERSHIP CAMP

About Winter Leadership Camp

Winter Leadership Camp 2018 will be held at Camp Gilmore, located in beautiful Southern California: Calabasas, CA! The event will begin the evening of Friday, February 2, 2018, and end at around noon of Sunday, February 4, 2018. The program will be led by a professional camp facilitator along with UCLA CKI Alumni who will be group leaders throughout the weekend. Our program has four main goals that we hope our attendees will take away from the weekend: (1) establishing a clarity of purpose with being a leader, (2) building trust in the people they serve and the people they work with, (3) developing skills within themselves, and (4) being inspired to meet their goals and standards. In addition to the curriculum, we aim to have recreational activities for everyone to bond socially as well, utilizing the campsite's playfield and campfire pit!

For more information contact:

Samantha Shen & Kevin Nguyen
Winter Leadership Camp Co-Chairs
The Circle K Club of UCLA
uclackiwlc@gmail.com

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Paradise Lieutenant Governor Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Jesus Aguilar**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/05/17	CKIx	8	28
07/17/17	CSUSM CKI Baked Bear Fundraiser		2
07/21/17	President's Retreat		22
07/26/17	District & You: Long Distance Friendship		1
07/28/17	Paradise Bond-Fire		4
07/29/17	Bheau View Ranch	3	
07/30/17	July DCM		.5
08/03/17	District Professional Development Conference	3	19
08/10/17	UCSD CKI M-Ball Work Day	2	
08/14/17	Feeding the Homeless (Hawai'i)	3	
08/15/17	East Hawai'i Kiwanis Meeting		2
08/19/17	Kahuku Beach Cleanup	3	
08/23/17	UCSD CKI M-Ball Workday	2	
08/26/17	CSUSM CKI Spaghetti Dinner	10	
09/07/17	SDSU CKI Meeting		1
09/08/17	KYDS Meeting		

09/12/17	Reality Changers	3	
09/13/17	Reality Changers	3	
09/14/17	CSUSM CKI Meeting		1
09/14/17	SDSU CKI Meeting		1
09/15/17	Benchley-Weingbergg BBQ	4	
09/17/17	SDSU CKI Torrey Pines Hike Social		2
09/19/17	Reality Changers	3	
09/20/17	Reality Changers	3	
09/21/17	Grantville Allied Garden		2
09/21/17	CSUSM CKI Meeting		1
09/21/17	SDSU CKI Meeting		2
09/23/17	Mission Beach Cleanup	5	
09/23/17	GAG Kiwanis Installation		3
09/28/17	Grantville Allied Gardens Kiwanis Meeting		2
09/28/17	CSUSM CKI Meeting		1
09/28/17	SDSU CKI Meeting		2
09/30/17	SDSU CKI Kiwanis Family Field Day	1	5
09/30/17	September DCM		.5
10/03/17	Reality Changers	3	
10/05/17	GAG Kiwanis Meeting		2
10/05/17	CSUSM CKI Meeting		1
10/05/17	SDSU CKI Meeting		2
10/07/17	New Member Retreat		12
10/12/17	SDSU CKI Meeting		2
10/12/17	SDSU CKI Study Social		2
10/14/17	CKI South	6	

10/16/17	UCSD CKI Meeting		2
10/19/17	SDSU CKI Meeting		2
10/20/17	Marvin Elementary Carnival	3	

Total Service Hours since Last Board Report: 68

Total Service Hours since April 1st, 2017: 91.5

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/10/17	Aileen Ballesteros	Paradise theme	E-Mail
07/14/17	Helen Nguyen	VPA Manual	Facebook
07/17/17	Banna Tesfay	June MRF Responses	E-Mail
07/17/17	Allan Le	August MR nominations	E-Mail
07/30/17	Alyssa Quy	FTC Committee Liaisons	E-Mail
08/18/17	Taylor Escalona	UH Hilo Reimbursement	Facebook
08/22/17	Allan Le	September MR Nominations	E-Mail
08/23/17	Jennifer Hoang	Hawaii Visitation Biweekly Digest Info	E-Mail
08/25/17	Ivy Tran	Chartering	E-Mail
08/29/17	Josh Koh	HPU/One-on-one set up	E-Mail
09/06/17	Paradise DLT + Patti	Personal Crisis Updates	E-Mail
09/10/17	Matthew Ujemov	Region 8 RTC	E-Mail
09/13/17	David Batulayan	HPU contact info	E-Mail
09/14/17	Josh Koh	MRF Info	E-Mail
09/14/17	Josh Koh	One-on-one	Phone
09/20/17	Allan Le	October MR Nomination	E-Mail
09/21/17	Bruce Chase	D31 LTG Installation	E-Mail

10/13/17	Lisa Nicole Watson	Key Leader	Facebook
10/14/17	Vy Nguyen	Region 1.5 RTC	Facebook
10/14/17	Hanano Yamazaki	Region 1.5 RTC	Facebook
10/15/17	Kev Nguyen	Winter Leadership Camp	Facebook
10/19/17	Mariah Nguyen	Paradise T-Shirts	E-Mail
10/23/17	Patti Ryder	LTG Updates	In-Person

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Kiwanis Family Field Day w/ SDSU CKI
2. Attend most clubs rush week and/or first meetings
3. Released Pen-Pal Program
4. Publicized my office hours, divisional calendar, and divisional blog

b. Top 5 Plans

1. 24 Hr Service Event
2. Paradise T-Shirts
3. Win spirit award at FTC

III. **Resources Needed**

1. A shoulder to cry on

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 these goals.

-Paradise Divisional Calendar

<p>The calendar is live and can be found on the Paradise group page and the divisional blog. It contains all the events from Paradise, CNH, and International until the end of the term and I've been encouraging clubs to add their events.</p>
<p>-Divisional Leadership Term My DLT has been going strong. The pen-pal program has been put into effect, the youtube series, the whats up show, is still going on, and we will be looking to create large scale service projects such as the 24 hour service marathon.</p>
<p>-Kiwanis Family Relations I've been able to help my Kiwanis Family relations goal by supporting schools in their Kiwanis Family endeavors. For example, SDSU CKI hosted a divisional event with their second annual Kiwanis Family Field Day with attendance from D31, D21, D11 Key Club and Emerald Division Kiwins. We hosted a college/CKI workshop afterwards as well.</p>
<p>-Paradise Trainer Since the last board trainer, time hasn't permitted the addition of another trainer. So instead, I will be planning for a series of webinars to help educate Paradise board members and general members alike.</p>
<p>-Hawai'i Visitation Hawai'i Visitation went well and we had a lot of fun meeting the members of Hawai'i CKI and some of the Kiwanians as well! I will be discussing with Hawai'i presidents to see what could be different and how we can optimize the trip for next year.</p>

V. **Announcements**

#gotomball

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

Sunset Division Lieutenant Governor Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Mark Catolos**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/21/17 – 7/23/17	President's Retreat		32
7/24/17	DLT Meeting		1
7/30/17	Sunset July DCM + Music in Skypark DSP	8.5	1
8/3/17	District Professional Development Conference	3	19
8/8/17	DLT Meeting		1
8/10/17	Foothill College Summer General Meeting + PTP Table Top	2	1
8/10/17	Sunset Kiwanis Family 1-on-1		2
8/14/17	Division 12 Kiwanis DCM		2
8/15/17	CSU Monterey Bay Chartering Team Meeting		2
8/16/17	Division 34 Kiwanis DCM		2
8/19/17	Quad DCM	3	2
8/23/17	UCSC Board Meeting		2
8/23/17	Foothill College Board Meeting		1
8/24/17	UCSC Appointed Board Meeting		1.5

8/28/17	SJSU Appointed Board Meeting		1
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8/30/17	SJSU Executive Board Meeting		2
8/26/17	Kiwanis Pancake Breakfast	3	
8/27/17	Online District Board Update		1
9/2/17	CSU Monterey Bay Chartering Team Meeting		1
9/4/17	Division Spirit & Social Meeting		1
9/5/17	DLT Meeting		1.5
9/7/17	One-on-One		1
9/9/17	Bark in the Park	2.5	
9/10/17	Mountain View Kiwanis – Wine & Art Festival	4	
9/10/17	Key to College Committee Meeting		1
9/11/17	Kiwanis Club of San Jose General Meeting		3
9/12/17	SJSU General Meeting		1
9/13/17	SJSU Circle K Gong Cha Fundraiser		1
9/13/17	Key to College Committee Meeting		1
9/14/17	One-on-One		1
9/15/17	Sunset Poke House Fundraiser		1
9/19/17	SJSU General Meeting		1
9/19/17	Sa-By-Thai Social		1.5
9/21/17	De Anza College Board Meeting		1
9/16/17	Coyote Creek Clean Up	3.5	
9/22/17	SJSU Circle K BBQ Social		3
9/22/17	Kiwanis Club of Los Altos Installation		3
9/23/17	DLT Meeting		1.5
9/24/17	BABI Event	5	
9/25/17	Kiwanis Club of San Jose Installation		3
9/26/17	SJSU General Meeting		1

9/27/17	Stanford Board Meeting		1
9/29/17	Key to College Committee Meeting		1
9/30/17	Sunset DCM		4
10/4/17	UCSC General Meeting		1
10/7/17	Crazy Kompetition for Infants North	3	7
10/12/17	Foothill College General Meeting		1
10/12/17	De Anza College Info Session		1
10/14/17	Light the Night Walk	4	
10/15/17	Sunset Presidents Council Meeting		2
10/22/17	Key to College Committee Meeting		1.5
10/24/17	DLT Meeting		1
10/29/17	Sunset's Key to College	6	

Total Service Hours since Last Board Report: 41.5

Total Service Hours since April 1st, 2017: 72

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/24/17	My DLT	DLT Meeting: Fall Recruitment	Google Hangouts
7/24/17	Jennifer Que	Sunset MDE Liason	Email
8/8/17	My DLT	DLT Meeting	Google Hangouts
8/22/17	Derek Lubich (Sunset RA)	Possible fundraising events	Email
8/23/17	UCSC Executive Board	Club Status + Fall	Google Hangouts
8/23/17	Foothill College Executive Board	Club Status + Fall	Google Hangouts

8/24/27	UCSC Appointed Board	Appointed Board Check Up	Google Hangouts
8/27/17	District Board	Assistance/advice with clubs	Facebook Messenger
8/28/17	SJSU Appointed Board	Appointed Board Check Up	Google Hangouts
8/28/17	Jennifer Hoang	Sunset Club Assistance	Facebook Messenger
8/30/17	SJSU Executive Board	Club Status + Fall	In Person
8/30/17	Yen Vo	Sunny TV Info	Facebook Messenger
9/2/17	CSU Monterey Bay Chartering President	CSUMB Chartering Status	Google Hangouts
9/4/17	Alan Baez & Andre Corpus	Sunset Shirts + Spirit Pack	Google Hangouts
9/5/17	Region 17 Key Club Advisors	Key to College Approval	Email
9/6/17	Valarie Brown (D43 Kiwanis)	Possible tabling for CSU Monterey Bay	Email
9/7/17	Jennifer Tai	SJSU President 1-on-1	In Person
9/8/17	Sunset Division Presidents	Club Hosts for DCMs	Email
9/9/17	Albert Chang	Mountain View Kiwanis Sponsorship	Text Message
9/10/17	Derek Lubich (Sunset RA)	Assistance with Sunset's Clubs	In Person
9/10/17	Manuel Santiago	Board Update Information	Facebook Messenger
9/11/17	Brian Alexander	Fall Plans	Text Message
9/14/17	Feng Li	Stanford President 1-on-1	Phone Call
9/14/17	Key to College Committee	First meeting date, agenda planning	Email

9/15/17	Flo Scollan, Derek Lubich, Tom Farley (D34 Kiwanis)	Kiwanis D34 August DCM Attendance	Email
9/16/17	Derek Lubich (Sunset RA)	Florida Relief Effort	Email
9/16/17	Darrion Nguyen	Sunset Newsletter	Facebook Messenger
9/18/17	Brian Alexander (Stanford Circle K)	Club concerns	Email
9/18/17	Manuel Santiago.	Program Ad Info	Facebook Messenger
9/19/17	Chris Estolas	SFSU Fall Gala	Facebook Messenger
9/21/17	Key to College Committee	Upcoming assignments and due dates	Email
9/21/17	De Anza College Board	Club Status + Fall	Google Hangouts
9/22/17	Stanford Circle K Board	Upcoming tabling and how I can assist	Email
9/23/17	D12 S E W, D34 S Key Club LTGs	Key to College Interest	Email
9/23/17	My DLT	DLT Meeting	Zoom
9/23/17	Annalee Monroe	Stanford Tabling	Facebook Messenger
9/25/17	Rex Up (D12 Kiwanis)	Kiwanis DCMs	In Person
9/25/17	Derek Lubich (Sunset RA)	Invitation with Stanford Circle K	Text Message
9/27/17	Yen Vo	Sunny TV Ep 2	Email
9/27/17	Stanford Board	Club Status + Fall	In Person
9/28/27	Stanford Board	Recap and expectations	Email
9/29/17	Albert Chang	Executive Assistant + LTG Recap	In Person
9/29/17	Key to College Committee	Key to College Updates	Google Hangouts

9/29/17	Ana Chavez	Key to College Update	Facebook Messenger
10/1/17	Amy Zhu	Outstanding T-Shirt Design	Facebook Messenger
10/9/17	Feng Li	Fall Training Conference	Text Message
10/2/17	Derek Lubich (Sunset RA)	Sunset Assistance for Kiwanis Special Games	Email
10/2/17	Jennifer Hoang	Contact for Sunset Division's Public Relations Chair	Email
10/2/17	Ana Chavez	Key to College Workshop Updates	Facebook Messenger
10/3/17	Sunset Presidents	Shark of the Month Nominations	Email
10/9/17	David Duy Ngo	Chartering Clubs and Fall Training Conference	Facebook Messenger
10/9/17	Mike Benesch	UCSC President 1-on-1	Phone Call
10/10/17	Mike Benesch	Fall Training Conference Registration	Facebook Messenger
10/12/17	Valarie Brown & Lizzy Rodriguez	CSU Monterey Bay Charter	Email
10/13/17	Dekey Lubich (Sunset RA)	Sunset Assistance for Kiwanis Tree Lot	Email
10/13/17	Jaslene Sung	Fall Training Conference Registration	Facebook Messenger
10/13/17	Rex Up (D12 Kiwanis)	Attendance for Kiwanis DCM	Email
10/13/17	Andre Corpus & Alan Baez	Sunset Shirts + Spirit Pack	Phone Call
10/14/17	Jennifer Nguyen	FTC Slideshow Extension	Email
10/15/17	Sunset Presidents	Sunset Presidents Council Meeting	Google Hangouts

10/15/17	Ryan Tsao, Bill Troung, David Ngo	Northern California Wildfire and taking initiative	Facebook Messenger
10/15/17	Esther Wang	FTC Fashion Show Questions	Facebook Messenger
10/17/17	Derek Lubich (Sunset RA)	Wildfire Victims Assistance	Email
10/17/17	Ana Chavez	Key to College Proposals	Facebook Messenger
10/18/17	Andre Corpus	Sunset FTC Spirit Pack	Facebook Messenger
10/18/17	Erin Liao	FTC Opening Slideshow	Facebook Messenger
10/18/17	Lizzy Rodriguez & Michael Vang	FTC Opening Slideshow	Facebook Messenger
10/18/17	Lindon Tran	Fall Training Conference Questions	Facebook Messenger
10/19/17	Feng Li	Friendsgiving + November DCM	Text Message
10/20/17	Feng Li & Erin Liao	Friendsgiving + November DCM	Text Message
10/20/17	Britney Luong	Sunset 24 Hour Service Project	Facebook Messenger
10/22/17	Key to College Committee	Key to College Planning	Google Hangouts
10/24/17	My DLT	DLT Meeting	Google Hangouts
10/26/17	Key to College Committee	Key to College Planning	Google Hangouts

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Even if not finished, progress on chartering for CSU Monterey Bay is going really well
2. Was able to assist clubs for fall recruitment
3. August Quad DCM was successful
4. Sunset Division has potential to grow in terms of members
5. We were able to get all of our currently chartered clubs to go to FTC

b. Top 5 Plans

1. Finishing charter for CSU Monterey Bay
2. Help organize our Divisional 24 hour service project
3. Look into possibly chartering 2 more schools as satellites in the spring: West Valley College and Monterey Peninsula College
4. Help my clubs successfully plan new member installs
5. Improve our current penpal system

III. **Resources Needed**

1. 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 these goals.

-Create more divisional interclubs within the division. I am hoping to start with socials that could be organized with my Divisional Board. We're still trying to get people to associate with other clubs. Quad DCM was successful.
- Improve Stanford's interaction with the rest of the division. I have helped them out during their board meetings and we're hoping to see more interaction with them. November DCM is hosted by Stanford.

- Unify our division further in terms of spirit at District events. I'm having my Spirit and Social Chairs work with educating clubs on our cheers. We have also come up with several new cheers.
- Improve/start a member recognition program for Sunset Division. Other than Shark of the Month, we are working on promoting more of our Sunset Shout Outs.
- I would like to help improve the member retention of our clubs. I have gotten a chance to visit all of my clubs. I am hoping to increase retention by helping promote events that newer members would like to attend.

V. **Announcements**

N/A

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

District Treasurer Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Ivan Hoz**

I. Your activities since last Board Meeting

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/5/17 – 7/9/17	CKIx	6	15
7/12/17	UC Irvine Volleyball Tournament		1
7/14/17- 7/16/17	July District Board Weekend		25
7/16/17	July District Board Meeting		1
7/21/17- 7/23/17	CNH CKI Presidents Retreat		32
7/27/17	IVC x OCC Picnic		2
7/27/17	OCC 5 th Summer General Meeting		1
7/28/17	July DCM		1
7/29/17	MK Divisional Service Project	8	
7/30/17	MK Fundraiser		1
8/3/17- 8/5/17	District Professional Development Conference	4	15
8/11/17- 8/20/17	Hawai'i Visitations	6	12
8/24/17	CSU Fullerton General Meeting		1.5
8/25/17- 8/27/17	OCNM MK Fundraiser	11	

8/31/17	CSU Fullerton General Meeting		2
8/31/17	CSU Fullerton After Meeting Social		1
9/7/17	CSU Fullerton General Meeting		1
9/11/17	CSU Long Beach General Meeting		1
9/14/17	OCC General Meeting		1
9/21/17	OCC General Meeting		1
9/23/17	MK DCM		1
9/23/17	Out of the Darkness Walk	3	
9/28/17	CSU Fullerton General Meeting		1
9/28/17	OCC General Meeting		1
10/7/17	Crazy Kompetition For Infants North	6	
10/14/17	Crazy Kompetition For Infants South	6	

Total Service Hours since Last Board Report: 50

Total Service Hours since April 1st, 2017: 108.5

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/2/17	Camille Goulet	CKI Park Permit	Email
7/3/17	FTC & DCON Advisors, Camille Goulet, Kim-Mai, Lindon, Bruce Hennings	FTC and DCON Budget Calls	Email
7/3/17	Don Hull	Updated Email Address	Email
7/3/17	Bruce Hennings. Don Hull, Kim-Mai, Camille Goulet	DCON Budget	Email
7/3/17	Katelyn Duch	July District Board meeting	Email
7/3/17	Calvin Lee	Crazy Komp North Park Permit	Email
7/4/17	Katelyn Duch	DPDC	Email

7/4/17	Victoria Ortiz	Treasurer Documents	Email
7/6/17	Camille Goulet, Robert Chirk, Lawrence Sahagun, Katelyn Duch	Crazy Komp North/South Proposals	Email
7/8/17	Samantha Ruiz	Service Resource Database	Email
7/9/17	Erica Wei	Committee Updates	Email
7/10/17	Katelyn Duch	July District Board Meeting	Email
7/12/17	Lawrence Sahagun	LTG Requests	Email
7/12/17	Shaira R. Santos	Committee Goals	Email
7/12/17	Erica Wei	Committee Goals	Email
7/13/17	David F. Chang	990-N Form	Email
7/16/17	Lawrence Sahagun, Camille Goulet	Items for approval	Email
7/18/17	FiFun Committee	Crazy Komp Games	Email
7/19/17	Heather McAlister	CKIx 17	Email
7/25/17	Adrian Cubas	Banners	Email
7/28/17	Henry Casarez III	Treasurer Questions	Email
7/29/17	Jennifer Hoang	DPDC on Site Fundraiser	Email
7/31/17	Bill Truong, Lawrence Sahagun	CPSLO and SBCC Dues	Email
8/1/17	Josh Koh	HPU Executive Board	Email
8/1/17	Adrian Cubas	Membership Update Center Webinar	Email
8/3/17	Yvette Huynh	Park Permit	Email
8/9/17	Darin Ngo	FTC Programs	Email
8/9/17	Calvin Lee	CKI North Event Description	Email
8/9/17	Yvette Huynh	CKI South Event Description	Email
8/11/17	Sacramento Parks and Rec Office	Park application	Email

8/13/17	Erica Wei	Committee Report	Email
8/14/17	Shaira R. Santos	PTP Week	Email
8/21/17	Camille Goulet, Robert Chirk, Lawrence Sahagun	Crazy Komp Event Page Approval	Email
8/22/17	Yvette Huynh	Crazy Komp Judges Form	Email
8/24/17	Kathleen Panganiban	990-N Form	Email
8/27/17	FiFun Committee	Committee Meeting	Email
9/7/17	Sienna Nguyen	National Suicide Prevention Week	Email
9/8/17	Yvette Huynh	CKI South Proposal	Email
9/10/17	Camille Goulet, Robert Chirk, Lawrence Sahagun	Crazy Komp Playbook	Email
9/11/17	Yvette Huynh	Crazy Komp Promo	Email
9/14/17	David Batulayan	Project Hawai'i	Email
9/18/17	Calvin Lee	CKI North Assistance	Email
9/18/17	Jennifer Hoang	Penny Wars	Email
9/19/17	CNH Executive Boards	Penny wars, Crazy Komp	Email
9/20/17	Camille Goulet, Robert Chirk	Crazy Komp Expenses	Email
9/25/17	Darshweni Subramaniam	Crazy Komp Registration	Email
9/27/17	Serena Hinh	Crazy Komp Waivers	Email
9/28/17	Calvin Lee, Bill Truong	CKI North Judges Information	Email
9/29/17	Robert Chirk	CKI N/S First Aid	Email
9/29/17/-10/6/17	CNH CKI Treasurers	Crazy Komp North/South Registrations	Email
10/6/17	Michael Nguyen	International Dues	Email
10/6/17	Bruce Hennings	CKI North Registrations	Email
10/8/17	Michelle de Dios	Crazy Komp South Judges	Email

10/8/17	Camille Goulet, Robert Chirk	Crazy Komp Waivers	Email
10/12/17	Bruce Hennings	Crazy Komp South Registrations	Email
10/12/17	Justin Magadia	MUC Issues	Email
10/16/17	Robert Chirk	Crazy Komp Left Over Supplies	Email

II. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Successfully Planned and Executed Crazy Kompetition for Infants North and South
2. Finished the proposal For Project Hawai'i
3. Merchandise forum is going though Kiwanis approval process
4. Executed PTP Week in the time between CKI North and South
5. Released the details for penny wars and fundraising awards at FTC

b. Top 5 Plans

1. Execute a successful Penny Wars
2. Create transition packets for Crazy Komp North and South 2018
3. Maintain the Treasurer and Fundraising Chair groups
4. Aid Treasurers with any dues and MUC issues.
5. Plan for the DCON on site fundraiser

III. **Resources Needed**

1. Money please

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 these goals.

<p>-Monthly update of office hour schedule</p> <p>With Crazy Komp my schedule has been a bit hectic. But now that that is over the office hour schedule will go back to normal! Office hours are up for two weeks out of every month. They are updated at the beginning of each month and are accessible to treasurers and fundraising chairs as well as any other member if interested.</p>
<p>-Creation of District Apparel</p> <p>This is currently still going through Kiwanis approval at the moment. If approved it will provide an opportunity for clubs to showcase their merchandise. Through there they will be able to have a wider audience for which to sell their merchandise to.</p>
<p>-Fundraising Database</p> <p>The Fundraising Database has been released and can be found on the website. Its still growing through club fundraiser submissions!</p>
<p>-Hawai'i Fundraiser</p> <p>The proposal for this event has been turned in to be voted on at the November District Board meeting.</p>
<p>-Fundraising Spotlights</p> <p>The form has been released for the fundraising spotlights! It can be found on the website. We need to incentivize involvement with it.</p>

V. **Announcements**
N/A

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

District Secretary Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Katelyn Duch**

I. Your activities since last Board Report

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
7/12/17	UC Irvine CKI's Volleyball Game		1
7/14/17-7/16/17	July District Officer Training Conference		25
7/21/17-7/23/17	CNH President's Retreat 2017		32
7/24/17	District Laws and Regulations Committee Meeting		0.5
7/26/17	Orange Coast College CKI x Irvine Valley College CKI Incredible Edible Farm	3	
7/27/17	Orange Coast College CKI x Irvine Valley College CKI Picnic and General Meeting		1.5
7/28/17	Magic Kingdom Field Day and July Divisional Council Meeting		2
7/29/17-7/30/17	Magic Kingdom July Divisional Service Project: Relay for Life	7	
8/4/17-8/6/17	CNH District Professional Development Conference 2017	3	19
8/11/17-8/13/17	District Laws and Regulations Committee Summer In-Person		21
8/14/17	District Laws and Regulations Committee Meeting		0.5
8/19/17	Orange Coast College CKI's Color Vibe Run	1.5	
8/24/17	Costa Mesa Kiwanis General Meeting		1.5

8/27/17	CNH August Online District Board Meeting		1
8/28/17	District Laws and Regulations Committee Meeting		0.5
8/29/17	Orange Coast College CKI's Welcome Tables Day 2	4.7	
8/31/17	CSU Fullerton CKI's 2 nd General Meeting		1
8/31/17	CSU Fullerton CKI's The Hat Social		1
9/4/17	District Laws and Regulations Committee Meeting		0.5
9/5/17	Orange Coast College CKI's Creative Committee Meeting		1
9/5/17	How to be #servicegoals Webinar		1
9/9/17	Orange Coast College CKI's Lexus Lace Up	5	
9/11/17	District Laws and Regulations Committee Meeting		0.5
9/14/17	Orange Coast College CKI's 1 st Fall General Meeting		1
9/14/17	Orange Coast College CKI's Frostbites Social		1
9/15/17	International and District Documents Webinar		1
9/18/17	Chapman University CKI's 1 st Fall General Meeting		0.5
9/18/17	District Laws and Regulations Committee Meeting		0.5
9/21/17	Orange Coast College CKI's 2 nd Fall General Meeting		1
9/23/17	Magic Kingdom September Divisional Service Project: Out of the Darkness Walk	3	
9/23/17	Magic Kingdom September Divisional Council Meeting		1
9/24/17	CNH CKI September Online District Board Meeting		1
10/2/17	District Laws and Regulations Committee Meeting		0.5
10/5/17	Orange Coast College CKI's 4 th Fall General Meeting		1

10/12/17	Orange Coast College CKI's 5 th Fall General Meeting		1
10/12/17	Orange Coast College CKI's 7 Leaves Social		1
10/14/17	Crazy Kompetition for Infants South 2017	3	7
10/15/17	Orange Coast College CKI's Kiwanis Pancake Breakfast	5.5	
10/19/17	Let's Talk About Mental Health Webinar		1
10/19/17	Orange Coast College CKI's 6 th Fall General Meeting (Fall Family Installation)		1
10/19/17	Orange Coast College CKI's Ruby's Social		1
10/20/17	Orange Coast College CKI's Science Night	2	
10/22/17	Magic Kingdom Key to College	5	
10/23/17	District Laws and Regulations Committee Meeting		0.5

Total Service Hours since Last Board Report: 42.7

Total Service Hours since April 1st, 2017: 82.7

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
7/9/17	Erick Jason Reyno	District Operating Procedures Service Traveling	Messenger
7/9/17	Denny Cao, Bill Truong, Joshua Nepomuceno	District Board Presentation	Messenger
7/10/17	Denny Cao	July District Board Packet Upload	Messenger
7/10/17	Laws and Regulations Committee	Committee Meeting #4	Google Hangout
7/10/17	Lawrence Sahagun	Proposal	Messenger
7/10/17	Lieutenant Governors	Lieutenant Governor Monthly Report Form	Messenger
7/11/17	Jennifer Hoang	District Totals	Messenger/ E-mail

7/11/17	Manuel Santiago	A Club's Monthly Report Form	Messenger/ E-mail
7/12/17	Lieutenant Governors	Chartering Clubs or New Secretaries	Messenger
7/12/17	CNH CKI Secretaries	Wisdom Wednesday #8	E-mail
7/13/17	Denny Cao, Bill Truong, Joshua Nepomuceno	District Board Presentation	Messenger/ Google Hangout
7/13/17	Camille Goulet and Lawrence Sahagun	Chair Monthly Report Form	E-mail
7/16/17	CNH CKI Presidents and Secretaries	July District Board Meeting Attendance List	E-mail
7/16/17	Helen Nguyen	Webinars	Messenger
7/16/17	Bruce Casenaz	July District Board Meeting Proposals	Messenger
7/16/17	Ryan Tsao	July District Board Meeting Minutes Clarification	Messenger
7/16/17	Esther Wang	July District Board Meeting Minutes Clarification	Messenger
7/17/17	Camille Goulet and Lawrence Sahagun	July District Board Meeting Minutes Draft	E-mail
7/18/17	Lieutenant Governors	Appointed Board Officers Contact Information	Messenger
7/18/17	Laws and Regulations Committee	First Set of One-on-Ones	Slack
7/21/17	Laws and Regulations Committee	Meeting Agenda Release	Slack
7/23/17	Jennifer Hoang	Graphic Standards Webinar Numbers	Messenger
7/24/17	Camille Goulet	Weekly One-on-One	Phone Call
7/24/17	Laws and Regulations Committee Members	Committee Meeting #5	Google Hangout

7/24/17	Amir Patel	Laws and Regulations Committee One-on-One	Phone Call
7/24/17	Alex D. Nguyen	President's Retreat Numbers	Messenger
7/25/17	Alexandra Wei	Laws and Regulations Committee One-on-One	Phone Call
7/25/17	Jarel Umali	Laws and Regulations Committee One-on-One	Phone Call
7/25/17	CNH CKI Presidents	President's Retreat Attendance List and Club Event Report Form	E-mail
7/26/17	Wayne Cheng	Laws and Regulations Committee One-on-One	Phone Call
7/27/17	Laws and Regulations Committee Members	July District Board Meeting Minutes	Messenger/Slack
7/27/17	CNH CKI Secretaries	Wisdom Wednesdays #9	E-mail
7/27/17	Denny Cao	Upload July District Board Meeting Minutes	E-mail
7/27/17	CNH CKI Executive Board Officers	July District Board Meeting Minutes	E-mail
7/28/17	Laws and Regulations Committee	Club Bylaws Standard Template	E-mail
7/30/17	CNH CKI Secretaries	CNH District & You: A Long Distance Friendships Webinar Attendance List	E-mail
7/31/17	Vincent Chuong	Secretarial Duties Questions	E-mail
7/31/17	Katherine Hoang	Laws and Regulations Committee One-on-One	Phone Call
8/2/17	Esther Wang	Interclub Requirements Clarification	Messenger

8/3/17	CNH CKI Secretaries	Summer One-on-Ones Sign-Ups	E-mail
8/7/17	Andrew Kang	Secretary One-on-One	Google Hangout
8/7/17	Vincent Chuong	Secretary One-on-One	Google Hangout
8/7/17	Jarel Umali	Secretary One-on-One	Google Hangout
8/7/17	Jerold Inocencio	Secretary One-on-One	Google Hangout
8/8/17	Michelle De Dios	Secretary One-on-One	Google Hangout
8/8/17	Yessenia Ozuna	Secretary One-on-One	Google Hangout
8/8/17	Wayne Cheng	Secretary One-on-One	Google Hangout
8/8/17	Annie Chen	Secretary One-on-One	Google Hangout
8/8/17	Daniela Alvarez	Secretary One-on-One	Google Hangout
8/9/17	CNH CKI Secretaries	Wisdom Wednesday #9	E-mail
8/10/17	Jared Samonte	Secretary One-on-One	Google Hangout
8/10/17	Josephine Molina	Secretary One-on-One	Google Hangout
8/10/17	Toulong Herr	Secretary One-on-One	Google Hangout
8/10/17	Megan Trinh	Secretary One-on-One	Google Hangout
8/10/17	May Van	Secretary One-on-One	Google Hangout

8/10/17	Charlene Sullivan	Secretary One-on-One	Google Hangout
8/10/17	Sahara Velasquez	Secretary One-on-One	Google Hangout
8/10/17	Matthew Raguindin	Secretary One-on-One	Google Hangout
8/11/17	Lieutenant Governors	Chairs' Assistance from July Monthly Report Form	E-mail
8/11/17	Lieutenant Governors	Secretaries Update Assistance	Messenger
8/12/17	David Su	CERF Question	Messenger
8/12/17	Samantha Ruiz and Helen Nguyen	District Professional Development Conference Attendance Lists	Messenger
8/12/17	Laws and Regulations Committee	Committee Meeting	In-Person
8/14/17	Sean O'Hara	Secretary One-on-One	Google Hangout
8/14/17	Laws and Regulations Committee	Committee Meeting	Google Hangout
8/15/17	CNH CKI Presidents and Secretaries	CNH CKI District Professional Development Conference 2017 Attendance List + DERF	E-mail
8/15/17	Naomi Pham	Secretary One-on-One	Google Hangout
8/15/17	Tommy Thach	Secretary One-on-One	Google Hangout
8/15/17	Claudia Bobadilla	Secretary One-on-One	Google Hangout
8/18/17	Wesley Wu	Secretary One-on-One	Google Hangout

8/18/17	Alex Li	Secretary One-on-One	Google Hangout
8/21/17	Jenny Nguyen	District Events Question	Messenger
8/22/17	Esther Wang and Lawrence Sahagun	Divisional and District Events Requirements Clarification	Messenger
8/22/17	Jack Miao	Secretary One-on-One	Phone Call
8/22/17	CNH CKI Secretaries	CNH Circle K, Your Health, and You Webinar Attendance List	E-mail
8/24/17	Stephanie Sentosa	Diablo Valley College CKI's Secretary Training Request	Messenger
8/25/17	Ian Chang	Secretary One-on-One	Google Hangout
8/25/17	Ian Chang	Secretary Duties and Guide	E-mail
8/25/17	CNH CKI Secretaries	Membership Update Center Webinar Attendance List	E-mail
8/26/17	Laws and Regulations Committee	Meeting Agenda Release	Slack
8/27/17	Ralph Gamboa	Secretary One-on-One	Google Hangout
8/27/17	Camille Goulet	Weekly Phone Call	Phone Call
8/28/17	Arlene Anguiano	District Documents Question	Messenger
8/28/17	Laws and Regulations Committee	Committee Meeting	Google Hangout
8/30/17	Laws and Regulations Committee	International and District Documents Slides	Slack
8/30/17	CNH CKI Secretaries	How to Host a Key to College Webinar Attendance List	E-mail

8/30/17	Denny Cao	District Documents to be Uploaded onto the Website	E-mail
8/31/17	CNH CKI Secretaries	Club Recognition Webinar Attendance List	E-mail
9/1/17	Laws and Regulations Committee	Meeting Agenda Release	Slack
9/3/17	Camille Goulet	Weekly Phone Call	Phone Call
9/3/17	Andrew D'Incognito	Membership Update Center Question	Messenger
9/4/17	Lawrence Sahagun	November District Board Meeting Due Dates Questions	Messenger
9/4/17	District Board Members	November District Board Meeting Due Dates	E-mail
9/4/17	Laws and Regulations Committee	Committee Meeting	Google Hangout
9/5/17	Laws and Regulations Committee	International and District Documents Rough Draft	Slack
9/5/17	Laws and Regulations Committee	International Bylaws and Policy Code	E-mail
9/6/17	Kim-Mai Hoang	Chair Monthly Report Form Questions	Messenger
9/6/17	CNH CKI Secretaries	How to be #servicegoals Webinar Attendance List	E-mail
9/6/17	Jennifer Hoang	International & District Documents Webinar Banner	E-mail
9/9/17	Laws and Regulations Committee	Meeting Agenda Release	Slack
9/10/17	Camille Goulet	Weekly Phone Call	Phone Call
9/10/17	Camille Goulet	International & District Documents Webinar Draft	E-mail

9/11/17	Laws and Regulations Committee	Committee Meeting	Google Hangout
9/14/17	CNH CKI Secretaries	Wisdom Wednesday #12	E-mail
9/15/17	Laws and Regulations Committee	Meeting Agenda Release	Slack
9/15/17	Lieutenant Governors	Secretaries List Overview	Messenger/ Slack
9/15/17	Amir Patel	International & District Documents Webinar Clarification	Messenger
9/17/17	Camille Goulet	Weekly Phone Call	Phone Call
9/17/17	Sahara Velasquez	CERF Questions	Messenger
9/18/17	Ian Chang	Master Records Sheet Question	Messenger
9/18/17	Lawrence Sahagun and Camille Goulet	Call to November District Board Meeting Draft	E-mail
9/18/17	CNH CKI Presidents and Secretaries	District Fundraising Initiatives + Int'l & District Documents Webinars Attendance Lists	E-mail
9/18/17	Darin Ngo and Lindon Tran	Fall Training Conference Program Ad	E-mail
9/18/17	Laws and Regulations Committee	Committee Meeting	Google Hangout
9/24/17	Camille Goulet	Weekly Phone Call	Phone Call
9/27/17	CNH CKI Secretaries	Wisdom Wednesday #13	E-mail
9/28/17	Sahara Velasquez	Monthly Report Form Question & How to Manage Time Question	Messenger
9/30/17	Jonathan Kim	CERF Questions	Messenger
10/1/17	Laws and Regulations Committee	Meeting Agenda Release	Slack

10/1/17	Rochelle Salvador	Master Records Sheet Question	Messenger
10/1/17	Camille Goulet	Weekly Phone Call	Phone Call
10/1/17	CNH CKI Presidents and Secretaries	Tabling + Kiwanis Family 101 Webinars Attendance Lists	E-mail
10/1/17	CNH CKI Presidents and Secretaries	Circle K 101 + How to Live Cheap: A College Budgeting Webinars Attendance Lists	E-mail
10/1/17	Lawrence Sahagun	Fall Training Conference District Totals Speech	E-mail
10/1/17	CNH CKI Executive Board Officers and Kiwanis	Call to November 2017 District Board Meeting	E-mail
10/2/17	Laws and Regulations Committee	Committee Meeting	Google Hangout
10/3/17	Annie Tran	Secretarial Duties Questions	Messenger
10/4/17	CNH CKI Secretaries	Jacket Interest Form	E-mail
10/6/17	David Duy Ngo	Lake Tahoe Community College CKI's Secretary Training Request	Messenger
10/6/17	Tristy Medina	Club Secretary Responsibilities and Duties	E-mail
10/8/17	Ellie Bui	CERF Question	Messenger
10/9/17	CNH CKI Secretaries	Jacket Order Form	E-mail
10/9/17	Lindon Tran and Lawrence Sahagun	Question About Releasing Official Call to Fall Training Conference	E-mail
10/9/17	William Lee	Club Secretary Responsibilities and Duties	E-mail

10/9/17	Alejandro Colin	Club Secretary Responsibilities and Duties	E-mail
10/9/17	CNH CKI Executive Board Officers and Kiwanis	Call to Fall Training Conference 2017	E-mail
10/11/17	CNH CKI Secretaries	Wisdom Wednesday #14	E-mail
10/13/17	CNH CKI Secretaries	Jacket Order Form	E-mail
10/15/17	Ivan Hoz	Crazy Kompetition for Infants Attendance Sheets	Messenger
10/16/17	CNH CKI Secretaries	Crazy Kompetition for Infants Game Webinar Attendance List	E-mail
10/16/17	CNH CKI Presidents and Secretaries	Crazy Kompetition for Infants North + South District Event Report Forms	E-mail
10/18/17	Emily Sun	Secretary One-on-One	Google Hangout
10/19/17	CNH CKI Presidents and Secretaries	Let's Talk About Mental Health Webinar Attendance List	E-mail
10/20/17	Josephine Molina	Fall Training Conference Hours Question	Messenger
10/21/17	Laws and Regulations Committee	Meeting Agenda and Committee Responsibilities	Slack
10/22/17	CNH CKI Executive Board Officers, District Board, Kiwanis	November 2017 District Board Meeting Agenda	E-mail
10/23/17	Laws and Regulations Committee	Committee Meeting	Google Hangout

II. Work Progress (Achievement & Plans)

a. Total Achievements

1. Held a webinar about the International and District Documents with the Laws and Regulations committee.
2. Started recognizing secretaries every Sunday titled, "Sleepytary Sunday." A secretary is chosen to answer questions about themselves and about any struggles they've had while holding the elected position.
3. Planned a timeline for the Laws and Regulations committee to see what we need to do each month until the end of term.
4. Continued to provide feedback every month for all clubs' Monthly Report Forms.
5. Continued to regularly release Wisdom Wednesdays e-mails for the club secretaries.

b. Top 5 Plans

1. Construct a Secretary manual.
2. Start fall one-on-ones with the club secretaries.
3. Continue to regularly check all club Monthly Report Forms every month and provide feedback.
4. Construct both a District Documents and Club Elections manual with the Laws and Regulations committee.
5. Hold a webinar about club elections with the District Laws and Regulations committee.

III. Resources Needed

1. Appreciation
2. Sleep

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 these goals.

- Communicate with District Board about Club Monthly Report Forms

I still update the Google spreadsheet with whatever the clubs answered in the District Board Communication and Feedback section. District Board Officers who do check the sheet look it over for any questions that they can answer. Some Lieutenant Governors have been looking over the clubs' MRFs themselves and provided feedback on their own, which I do appreciate and I hope they continue to do so in the future.

I will continue to regularly update the Google spreadsheet until the end of term and ask District Board to provide their assistance on any of the questions I cannot answer on my own.

- Secretary Involvement

Somewhat of a replacement of the Pen-Pal System, I started to recognize certain secretaries every Sunday under what I like to call, "Sleepytary Sunday." They answer basic questions about themselves and about certain sleeping habits (because we are called sleepytaries), and one important question which is talking about a struggle that they have faced or is currently facing right now. I feel as though it involves all the secretaries because they are able to learn about their fellow counterparts, and can even communicate with each other in the comments section.

I will continue to do this until the end of the term or until all secretaries have been recognized.

- Increase Communication with CNH Secretaries

My communication with the secretaries have been relatively the same. I still release e-mails on Wednesdays about any personal updates that I have or any important information that they must know. I held one-on-ones during the summer and a good amount of them signed up. I checked up on them and gave them precautions about the Master Records Sheet and awards for District Convention (that is if they are filling out the award).

I hope to find another way to communicate with my secretaries more, but in the mean time I will continue to send Wisdom Wednesdays. I also plan to hold one-on-ones some time towards the end of fall.

- Educate Clubs and Officers about District Documents

The Laws and Regulations committee and I were able to hold a webinar to generally talk about the International and District Documents that we have to offer. Although it was fairly short, it was done so on purpose so that the general membership can

<p>look at these documents on their own to see why we are following the rules that we are following today. The Creative Executive Assistant is currently working on making an aesthetically pleasing manual about the district documents so that our members can have something to refer to if they don't understand the formal language that is stated in the official bylaws or District Operating Procedures.</p> <p>I will continue to hold meetings with my committee so that we can come up with more ways to make these documents transparent to them.</p>
<p>- Provide Support to District Board</p> <p>I have supported certain members of the District Board by participating in the activities that they are doing and by showing up to the events that they have planned.</p> <p>I will continue to communicate with the District Board Officers who require assistance, especially when asked personally or when stated on their MRF.</p>

V. **Announcements**

N/A

CALIFORNIA-NEVADA-HAWAII DISTRICT

Circle K International

District Governor Board Report
November 2017 Board Meeting
 Respectfully Submitted by **Lawrence Sahagun**

XI. Your activities since last Board Meeting

a. Events you participated in:

Date	Events Attended	Service Hours	Other Hours
07/13/17	CSU Fullerton: Summer Meeting		2
07/20/17	CSULB: Monthly Summer Service Social	3	
07/21/17	CNH President's Retreat		40
07/26/17	CNH Long Distance Friendship Webinar		1
07/27/17	Sac State: Beach Hut Deli Fundraiser		2
07/27/17	Sac State: KFH Workday	2	
07/27/17	Sac State: Dairy Queen Social		2
07/28/17	Sac State: Operation Backpack	3	
07/28/17	Sac State: Board Game Social		2
07/29/17	Capital July DCM		6
08/04/17	CNH DPDC		40
08/10/17	CSUN: Boba Fundraiser		1
08/11/17	UH Maui Visitation		40
08/14/17	UH Hilo Visitation	3	40
08/17/17	UH Manoa and Hawaii Pacific Univ. Visitation	3	40
08/19/17	CNH Health Webinar		1

08/22/17	Sac State: Soup Kitchen	2	
08/25/17	Sac State: Move in day	2	
08/28/17	Sac State: Board Meeting		1
08/29/17	Sac State: Soup Kitchen	2	
08/31/17	FLC: Boba Social		1
08/31/17	Sac State: Soft Meeting		1
09/01/17	East Sacramento Kiwanis Meeting		1
09/02/17	Division 7 Kiwanis Installation Dinner		2
09/02/17	CNH How to Host a Key to College Webinar		1
09/05/17	Sac State: Soup Kitchen	2	
09/05/17	Sac State: Cool Tea Bar Social		1
09/06/17	CNH Club Recognition Webinar		1
09/07/17	Sac State: General Meeting		3
09/07/17	Sac State: Chipotle Social		2
09/09/17	Sac State: William Land Park Cleanup		1
09/09/17	Sac State: I-Tea Social		4
09/11/17	CNH District Fundraising Initiative Webinar		1
09/12/17	Division 44 Kiwanis Installation Dinner		2
09/15/17	CNH International and District Doc Webinar		1
09/15/17	Sac State: Saferides	4	
09/18/17	CNH CKI 101 Webinar		1
09/19/17	Sac State: Soup Kitchen	2	
09/19/17	Sac State: Parlor Social		1
09/21/17	Division 7 Kiwanis DCM		2
09/23/17	CNH Tabling Webinar		1

09/23/17	Golden Gate September DCM		3
09/23/17	SFSU: TPumps Fundraiser		1
09/23/17	Capital September DCM		3
09/23/17	FLC: Dinner Fundraiser		2
09/28/17	UOP: General Meeting		2
09/29/17	Sac State: New Member Mixer		6
09/30/17	Sunset September DCM		6
10/03/17	District Service Committee Meeting		1
10/04/17	UC Davis General Meeting		2
10/04/17	Sac State: Bottomless Thai Tea Social		2
10/05/17	Sac State: General Meeting		2
10/07/17	Crazy Kompetition for Infants North	7	
10/12/17	Sac State: General Meeting		2
10/13/17	Orange Coast College: Milk Box Fundraiser		
10/14/17	Crazy Kompetition for Infants South	7	
10/15/17	District Convention Committee Meeting		4
10/19/17	Sac State: Pinkberry and 8 Mile Road		6
10/19/17	Division 7 Kiwanis DCM		
10/21/17	KIWINS Fall Rally North	7	
10/22/17	UC Davis: Children's Halloween Party	4	
10/28/17	UC Berkeley Fall Cazedero	9	

Total Service Hours since Last Board Meeting: 53

Total Service Hours since April 1st, 2017: 112

b. People you have contacted:

Date	Person(s)	What was discussed?	Method
07/19/17	LTG's	Presidents Retreat Lipdub	Email

07/19/17	Jennifer Chavez	Renown Hospital Tour	Email
07/24/17	Bruce Hennings	DPDC Registrations	Email
07/24/17	Esther Wang	FTC Awards for Approval	Email
07/25/17	Jayme De La Cruz	Paradise Newsletter	Email
07/26/17	Bruce Hennings	Hawaii Visitation	Email
07/26/17	District Board	New Kiwanis Amendment	Email
07/26/17	Executive Board Officers	Miracle Treat Day	Email
07/28/17	Esther Wang	MRS for Approval	Email
07/30/17	LTG's	MRF Questions	Email
07/30/17	Camille Goulet	Weekly Call	Phone
08/01/17	Josh Koh	Hawaii Pacific University	Email
08/01/17	Banna Tesfay	DPDC Registration Cancel	Email
08/01/17	Samantha Ruiz	DPDC Service Project	Email
08/01/17	Vy Nguyen	Magic Kingdom Letter	Email
08/02/17	Nathan Wong	DPDC Program	Email
08/03/17	Bruce Hennings	DPDC Housing List	Email
08/03/17	Bill Truong	Cap Poly SLO + SBCC	Email
08/06/17	Ana Chavez	Intl Graduates Survey	Email
08/06/17	LTG's	Divisional Buddy Pairings	Email
08/09/17	Esther and Lindon	FTC Awards Prep	Email
08/09/17	Kim-Mai and Lindon	FTC Call to DCON 2018	Email
08/09/17	Helen and Lindon	FTC Glowsticks	Email
08/11/17	Germaines	Division 7 Banquet RSVP	Email
08/12/17	District Board	Insurance Certification	Email
08/17/17	Lindon Tran	FTC Waivers	Email
08/23/17	District Board	Online Meeting Agenda	Email

08/23/17	Lindon Tran	Formstack Message	Email
08/24/17	Justin Crofoot	He asked "What is FTC"	Email
08/26/17	Lindon Tran	FTC Approval Items	Email
08/26/17	Esther Wang	Oratorical Approval	Email
08/27/17	Camille Goulet	Weekly Call	Phone
08/27/17	District Board	Online Meeting	GH
08/28/17	Michelle Cang	Masquerade Ball	Email
08/28/17	International Friends	Updated Insurance Forms	Email
08/28/17	Lindon Tran	FTC Video Approvals	Email
08/29/17	Lindon Tran	More FTC Approval	Email
08/30/17	Howard Wang	Retreat Activities	Email
08/30/17	District Board	FTC Script Deadlines	Email
09/01/17	Denny Cao	CKI North Approval	Email
09/01/17	Lindon Tran	Divisional Bonding	Email
09/06/17	Samantha Ruiz	Committee Member	Email
09/07/17	Samantha Ruiz	Onsite Service	Email
09/07/17	Helen Nguyen	Committee	Email
09/07/17	Linh Nguyen	Club Bylaw Amendments	Email
09/10/17	Camille Goulet	Weekly Call	Phone
09/11/17	Banna Tesfay	Club President Audit	Email
09/11/17	Tracy Liu	KIWINS SAA Appointment	Email
09/11/17	James Tran Appointment	KIWINS SAA Appointment	Email
09/11/17	Sac State Officers	FTC Registration	Email
09/12/17	CNH Executive Boards	Monthly Updates	Email
09/12/17	Jayne De La Cruz	SDSU Newsletter	Email
09/12/17	Kim-Mai Hoang	Committee Counseling	Phone

09/13/17	Lindon Tran	FTC Video Approvals	Email
09/14/17	Camille Goulet	KIWINS DCON Attend	Email
09/15/17	CNH Executives	Buy DCON Program Ad	Email
09/17/17	Samantha Ruiz	Service Unity Week	Email
09/17/17	Ana Chavez	Kiwanis Midyear	Email
09/18/17	Katelyn Duch	Call to Board Meeting	Email
09/18/17	Camille Goulet	Weekly Call	Phone
09/19/17	Darin Ngo	FTC Program Ad	Email
09/19/17	Darin Ngo	Another Program Ad	Email
09/20/17	Bruce Hennings	Program Ads Check	Email
09/20/17	Bruce Hennings	FTC Meals	Email
09/21/17	CNH Presidents	Buy your Jacket	Email
09/22/17	Shari Smith	Division 44 Banquet RSVP	Email
09/22/17	CNH Executives	Kiwanis Etiquette	Email
09/22/17	Advisers	Campaigning Concerns	Email
09/22/17	Nicholas Wright	Board Retreat Help	Email
09/24/17	Annika Liu	DCON Photobooth	Email
09/24/17	Camille Goulet	Weekly Call	Phone
09/24/17	District Board	Online Meeting	GH
09/27/17	Sepheak Suy	FTC Questions	Email
09/28/17	Ana Chavez	STC North Chair Appoint	Email
09/28/17	Helen Nguyen	STC South Chair Appoint	Email
09/28/17	Katelyn Duch	KIWINS DCON SAA Chair	Email
09/28/17	David Ngo	Key Club DCON SAA Chair	Email
09/28/17	Erick Jason Reyno	Elections Chair Appoint	Email
09/28/17	Omar Sanchez [UOP]	Presidential Counseling	InPerson

09/28/17	Thuy Tran [Sac State]	Presidential Counseling	Phone
10/01/17	FTC Workshop Chairs	Workshop Matrix	Email
10/01/17	Samantha Ruiz	Service Unity Week	Email
10/01/17	Josephine Molina	ILLEST	Email
10/01/17	Marylou Aquino	Sunspot Approval	Email
10/01/17	Shaira Santos	DCON Workshop Form	Email
10/01/17	Jessica Ango	Talent Show	Email
10/01/17	Bruce Hennings	FTC Housing	Email
10/02/17	Banna Tesfay	FTC General Session	Email
10/02/17	Camille Goulet	Weekly Call	Phone
10/03/17	District Board	Check Slack	Email
10/05/17	Sandy Tsan	FTC Overlay Request	Email
10/05/17	CNH Executive Boards	Tomorrow Fund	Email
10/06/17	CNH Executive Boards	International Board Book	Email
10/06/17	Bruce Hennings	Quarter School FTC	Email
10/08/17	Esther Wang	FTC Award Certificates	Email
10/08/17	CNH North Board	CKI North Reflection	Email
10/08/17	Yen Vo	SunnyTV Approvals	Email
10/09/17	Bill and David	Host Charter Parties	Email
10/11/17	CNH Executive Boards	Wildfire Foundation Fund	Email
10/11/17	CNH Executive Boards	Monthly Updates	Email
10/11/17	Julie Tran	Claremont FTC	Email
10/11/17	Robert and Camille	CKI South Prepare	Email
10/12/17	Lindon Tran	Program Approval	Email
10/12/17	Lindon Tran	More FTC Approvals	Email
10/16/17	Braden Lem	Press Release Kit	Email

10/16/17	Clifford Kaunang	SAA Documents	Email
10/17/17	Kate Blickle	October DCM RSVP	Email
10/17/17	Michelle De Dios	CSUN FTC Registration	Email
10/17/17	Tiffany Hoang	CKI South Check	Email
10/18/17	Sara Chen	Sunburst Request	Email
10/21/17	International Board	International Dues	Email
10/22/17	Camille Goulet	Weekly Call	Phone

XII. **Work Progress (Achievement & Plans)**

a. Total Achievements

1. Successful Presidents Retreat.
2. Successful District Professional Development Conference.
3. Successful Hawaii Visitation.
4. Successful Crazy Kompetition for Infants North and South.
5. Collected A LOT of registrations for Fall Training Conference
6. District Board Communication with CNH Club Officers.
7. Appointment of CNH Ad Hoc Chairs.
8. Transparency with District Committees, attending MOST committee meetings.
9. Completed the most organized FTC Script of all time.

b. Top 5 Plans

1.Hold individual meetings with all of the District Board Officers for EoY Plans.
2.Build succession material creating resources to help the next term.
3.Attend Go West and be energetic for the Parade.
4.Release DCON 2018 to make it the biggest event every in Circle K International.

5. GRADUATION DATE IS DECEMBER 16 th @ GOLDEN 1 CENTER.
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XIII. Resources Needed

- | |
|--|
| 1. Clubs to actually fill out the District Feedback form in the MRF's |
| 2. All District Committee members to register for District Convention! |
| 3. Someone to wake me up on time for the Rose Float Parade. |
| 4. District Board to love each other and work close together. |
| 5. Don't forget about Diana Mora! She may be smol but her spirit is tol. |

XIV. 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 these goals.

Goal #1: Run an Effective District Board FOR Clubs.

-Progress: All of the executive boards and appointed board counterparts appear to be working closer than I have seen in the past. Lawrence has sent his weekly emails to presidents since the first week of the term. Helen has been highlighting Vice Presidents of Administration and is creating the VPA Manual to benefit their successors for next year. Samantha is working closely to create a fellowship system among the Service Officers of the District. Katelyn sends her #WisdomWednesday emails weekly and stil continues to connect the secretaries and provide feedback to all of their MRFs. Ivan features Treasurer and Fundraising chairs weekly and host office hours occasionally with his committee. Additionally, Jennifer and Denny established the C&M Network with all of the Public Relations affiliated officers. Ana and her committee effectively work alongside all of the Kiwanis Family Chairs. Lastly, Helen continues to assist the MD&E chairs through her MD&Tea officer hours weekly and info post! The executive board officers have all ordered their District Jackets to receive at FTC along with the C&M Network! Additionally, I am sending monthly updates from all of the District Board to the executive club officers so they can provide feedback to me on what they need from the board or how we can improve for them.

Goal #2: Physical Transparency with District Board to Divisions

-Progress: All of the District Executives and Chairs have made significant visits to divisions promote their committee activities. At this point, all of the Divisions in the district has received a couple of visits from the District Board, except Central Coast

at their physical events. Divisions hold weekly officer hours where all the chairs and additional board members are encouraged to visit to build their relationships.
<p>Goal #3: Closer Working Relationship with CNH Kiwanis Circle K Committee</p> <p>-Progress: I have been personally trying my best to work with the Kiwanis Committee to help them work with their student counterparts when it comes to being a helpful adviser to them. Looking toward the future, I am encouraging all of the District Board to touch base with their advisers to make sure that there is less of an information gap between them to be transferred to their successors in the future.</p>
<p>Goal #4: Overall Increase in District Totals</p> <p>-Progress: After starting the school year, it looks like we are well on our way to reaching our Service and Fundraising totals since the busiest time of the term is still approaching. The main focus at the moment is membership totals. The board has been working really closely with all of the clubs to make sure their membership is sustained and improved. Additionally, we have chartered 5 clubs since the last District Board meeting and we are hoping to charter at least a half dozen more by District Convention.</p>
<p>Goal #5: Direct Clubs towards Professionalism as an effect means for Service</p> <p>-Progress: Graphic standards and the use of the CNH District Masthead is the strongest it has ever been in any point in history! This will ensure the district has a recognizable branding that other organizations will recognize us as Circle K International, the Service Organization. This strong connection and image will start to have organizations reach out to us for service opportunities and partnerships in club's local areas to build their service plan for the year exponentially as we move on towards the future years.</p>
<p>Goal #6: Strong and Effective Promotion for all District Events</p> <p>-Progress: There have been five total District events since the past District Board Meeting: President's Retreat, District Professional Development Conference, Crazy Kompetition for Infants North and South, and Fall Training Conference. We have worked to make sure all these events have had at least five weeks of effective promotion before their deadlines. Attendance results are as followed:</p> <ul style="list-style-type: none"> ○ President's Retreat: <ul style="list-style-type: none"> ▪ Estimate Budgeted: 60 Members ▪ Actual Attendance: 80 Members ○ District Professional Development Conference <ul style="list-style-type: none"> ▪ Estimate Budgeted: 50 Members ▪ Actual Attendance: 84 Members ○ Crazy Kompetition for Infants North <ul style="list-style-type: none"> ▪ Estimate Budgeted: ~200

- Actual Attendance: ~230
- Crazy Kompetition for Infants South
 - Estimate Budgeted: 360
 - Actual Attendance: ~420
- Service Unity Week/Day:
 - Look at all the pretty pictures! #ServiceUnityWeek17
- Fall Training Conference 2017
 - Estimate Budgeted: 650
 - Actual Attendance: 700+

Additionally, we are looking to improve the promotion of Webinars as we look to sustain attendance for each webinar to over 100 members each. In the future District Events we will soon be promotion include:

- District Candidates Training Conference
- District Large Scale Service Projects
- Project Hawaii
- District Convention 2017
- Spring Training Conferences

Goal #7: At least two personal visits within every Division

-Progress: Listed Below!

- Capital
 - I live here. 😊
- Central Coast
 - Attended multiple online DCM's, but am planning to attend physical events in Spring!
- Desert Oasis
 - [Attended] UC Riverside and Desert Oasis Banquet Weekend
 - [Planning] UC Riverside Kids Rock Concert
- Foothill
 - [Planning] Go West 2017
 - [Planning] Phoenix Café Night
- Golden Gate
 - [Attended] Chabot College and Golden Gate Banquet
 - [Attended] September DCM and Professional Trainer
- Magic Kingdom
 - [Attended] UC Irvine General Meeting
 - [Attended] CSU Fullerton Summer General Meeting
 - [Attended] OCC Milkbox Fundraiser
- Metro
 - [Attended] CSU Long Beach Monthly Summer Service Social
 - [Attended] CSU Northridge Boba Fundraiser
- Paradise

- [Attended] San Diego Dinner Social and UC San Diego General Meeting
- [Attended] Hawaii Visitation
- Sunset
 - [Attended] SJSU End of the Year Banquet
 - [Attended] June DCM
 - [Attended] September DCM and UC Santa Cruz Beach Social

XV. **Announcements**

#4000MemberCNH
Let's make it
happen!!!

CALIFORNIA-NEVADA-HAWAI'I DISTRICT
Circle K International

2017-2018 District Board of Officers
November District Board Meeting
Friday, November 3, 2017 at 1:30 PM
Old Oak Ranch, Sonora, CA

Notes