

MEETING

MARCH 2023

MINUTES

New Jersey District of Key Club International

Below you will find the meeting minutes for the DECON board meeting, as recorded by District Secretary Tessa Lee. Meeting minutes are a detailed outline of all topics and ideas discussed during board meetings. All board members are expected to review this resource prior to the next board meeting.

01

Call to Order *Governor Elliott*

- The March board meeting for the 2023-2024 New Jersey District Board of Key Club International was called to order at 2:48p.m. on Saturday, March 25, 2023 at the Hyatt Regency in Princeton, New Jersey.

Pledge of Allegiance	Lieutenant Governor Shashank Karra
Invocation	Lieutenant Governor Gaayathri Nadarajah
Key Club Pledge	Lieutenant Governor Ellianie Montealegre

02

Roll Call *Secretary Lee*

Lieutenant Governor of Division 2	Michael Liang
Lieutenant Governor of Division 3	Justin Chen
Lieutenant Governor of Division 6	Aditya Bala
Lieutenant Governor of Division 7	Christine Prince

Lieutenant Governor of Division 8	Aeryn Morrow
Lieutenant Governor of Division 11	Abigail Housel
Lieutenant Governor of Division 14	Oseka Balogun
Lieutenant Governor of Division 15	Ellianie Montealegre
Lieutenant Governor of Division 16	Isabella Lartey
Lieutenant Governor of Division 17	Shashank Karra
Lieutenant Governor of Division 19	Lina Mousa
Lieutenant Governor of Division 20	Abigail Lee
Lieutenant Governor of Division 21	Gaayathri Nadarajah
District Governor	Laine Elliott
District Secretary	Tessa Lee
District Treasurer	William Wang
District Editor	Sahara Bhathal



Kiwanis Committee Attendance

Zone Administrator	Ms. Jessica Sciamanna
Zone Administrator	Mrs. Kristen Fischer
Zone Administrator	Mrs. Bonnie Sturm
Zone Administrator	Mrs. Helene Meissner
Zone Administrator	Dr. Steven San Filippo
Financial Counselor	Mr. Andrew DeFelice
District Administrator	Ms. Cristina Trecate-Bylsma

Comments from *DA Ms. Bylsma*

- Being a lieutenant governor requires a lot of work and planning, but it will benefit you in the future.
- Lieutenant governors should look at RFL point requirements carefully.
- Savor the little victories (ie: training your first school). Be ready to assist multiple clubs.
- Be willing to adapt. Stay determined and resilient.
- All board members have signed a service agreement and must adhere to the code of conduct.
- Introduction of the Kiwanis Committee. Lieutenant governors encouraged to always reach out to the Kiwanis Committee for assistance.
- Ms. Bylsma will work with Laine to assign lieutenant governors to various committees.
- The April board meeting is cancelled. The first official board meeting will be held in May. The Parents' Luncheon will take place following the May board meeting.

Comments from *Governor Elliott*

- Kiwanis Committee members are knowledgeable and helpful.
- Communication between clubs was a struggle last year. We are now moving to an in-person state.
- In regards to RFL, make sure to behave and perform your duties well. Information on the role of a lieutenant governor is available on the key club website.
- Future events: committee assignments, regional training conferences, and Fall Rally.
- The committee survey and committee directives will be sent out to board members. Committees are mandatory and each lieutenant governor will be assigned to at least one.

Comments from *Kiwanis Family*

Mr. Howard Gordon, New Jersey
Kiwanis Governor-Elect

It takes a team to run the New Jersey District.
Welcome to the team. Have fun.

Mr. Mike Olivo, New Jersey Circle K
District Administrator

Lieutenant governors are encouraged to reach out and plan events with Circle K. Mr. Olivo hopes to increase communication between Key Club and Circle K. Seniors should think about joining Circle K when they enter college.

Jose Suarez, Immediate Past New Jersey Key Club District Governor

As of the January board meeting, Gnomeo is the official mascot of the New Jersey District of Key Club International. IP Governor Jose will send out the District Project Steering strategic plan.

07

Overview of Upcoming Events

District Administrator Ms. Bylsma and Governor Laine Elliott

- Regional Training Conferences will be held online during the fall and spring. Workshops will be hosted by board members, as assigned by the RTC Workshops Committee.
- Separate committees tackle different aspects of Fall Rally planning (ie: registration, programs).
- Second half committees will focus on DECON and Midwinter planning. DECON planning starts as early as October.
- Committees will meet during board meetings and over Zoom.
- Board meetings are overnight, from Saturday to Sunday. Exception: All board members must arrive on Thursday for DECON; excusal letters will be sent out. Food and rooming costs will be covered, and board members can use their expense vouchers to pay for gas (travel expenses).
- Governor Laine will create a google calendar with all the events listed in the service agreement.

08

Board Action

Approval of Bridge of Books and Book Smiles as District Project Service Partners

About: Bridge of Books builds book arcs and mini libraries. Book Smiles focuses on book collection. Both organizations serve by providing books in good condition to New Jersey communities. This aligns with the New Jersey Key Club District Project, Education is the Key.

Motion: Lina Mousa

Second: Abigail Lee

Discussion:

- How will the books be transported to Book Smiles? → Book Smiles is willing to work with schools to coordinate pick up/drop off.
- Are there multiple warehouses for Book Smiles? → No, just one.
- Is this opportunity only for low income areas? → No. Even in areas of affluence, there will be pockets of students who need financial assistance/live in "book deserts."

All in favor, no abstentions.

Motion passed.

09

Closing Comments & Adjournment

- Letters of Introduction must be sent out by April 1, 2023. Lieutenant governors should send their letters to their Zone Administrators for approval before sending them out to the entire board, Kiwanis Committee, club officers/advisors, and sponsoring Kiwanis clubs.
- The first newsletter is due April 15, 2023. All following newsletters will be due on the 10th of each month.
- A lieutenant governor should always CC the club advisor when emailing club officers.
- The DECON board meeting for the 2023-2024 New Jersey District Board of Key Club International was adjourned at 3:51p.m. on Saturday, March 25, 2023.

THANK
YOU!

Contact Information

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**New Jersey District,
Key Club International**