

**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**

**Attendance**

Armando Velazquez, District Assistant  
Administrator  
Bruce Hennings, Director, Service  
Leadership Programs  
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**

Bill Carpenter, Fall Training  
Conference Advisor  
Virginia Carpenter, Fall Training  
Conference Advisor

Banna Tesfay, Subregion B Trustee  
Melissa Ea, Cal Lutheran University

## **Executive Summary**

The November 3, 2017 District Board Meeting was called to order at 1:30 PM by District Governor Lawrence Sahagun.

The board approved the agenda and the July 16, 2017 District Board Meeting minutes.

The District Large Scale Service Project, Hawai'i locations on the three different islands were approved.

The District Large Scale Service Project, North locations at Roosevelt Middle School, East Oakland Pride Elementary School, and Roots Academy and budget were approved.

The District Large Scale Service Project, South proposal was tabled to discuss at a future special District Board Meeting due to insufficient information.

The 2018 Project Hawai'i location at UH Maui College and budget was approved. The proposal was amended to remove option 2, Tante's Island Gala, because of an emergency with the sponsoring Kiwanis club.

The Transfer for Board Reserve Funds for Governor Travel proposal was not approved because majority vote was not reached.

The Governor's Project for Relief Funds for Las Vegas Tragedy, where clubs would raise funds to donate to the National Compassion Fund with a goal of \$5,000, was approved.

The District Board members gave their board reports.

The November 3, 2017 District Board Meeting was adjourned at 3:20 PM by L. Sahagun.

## **Minutes**

- I. **Call to Order** – Lawrence Sahagun, District Governor – 1:30 PM
- 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**

District Governor Lawrence Sahagun entertained the motion to approve the agenda.

Moved by District Treasurer Ivan Hoz, and seconded by Metro Lieutenant Governor Joshua Nepomuceno.

Motion Passed.

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

**VI. Approval of Minutes**

A. Sunday, July 16, 2017 District Board Meeting

L. Sahagun entertained the motion to approve the July District Board Meeting minutes.

Moved by I. Hoz, and seconded by Capital Lieutenant Governor David Duy Ngo.

Motion Passed.

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

**VII. Approval Items**

A. District Large Scale Service Project, Hawai'i – Samantha Ruiz, District Service Chair

District Service Chair Samantha Ruiz went over what District Large Scale Service Project (DLSSP) Hawai'i entailed, stating that it started last year to further unify the California-Nevada-Hawai'i District. She mentioned that there would be three different locations with four different Hawai'i clubs on the three islands. As they have a wide variety of interest, they will each be doing their own separate projects (10-30 volunteers each).

Paperwork for the event would be managed by a designated club officer, and there would be early and on-site registration since there would be a smaller number of participants.

Pertaining to our District Service Initiative, the theme for this event is the "Colors of Service" to give Hawai'i the liberty to have the different options in choosing their project sites. Hawai'i will also be in charge of the majority of the promotions, but the District Service Committee will release a promotional video as well.

There will be no formal budget required as the Hawai'i clubs will prepare for supplies and food on their own. They will treat lunch as

a social gathering and designate an allocated time to leave and grab their own food. They also do not see the need for us to formally fund for their projects.

L. Sahagun entertained the motion to approve the locations and itinerary for DLSSP Hawai'i.

Moved by Paradise Lieutenant Governor Jesus Aguilar, and seconded by Magic Kingdom Lieutenant Governor Manuel Santiago.

Motion Passed.

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

B. District Large Scale Service Project, North – Samantha Ruiz, District Service Chair

S. Ruiz went over the details for the event. She mentioned that it would be the same date as DLSSP Hawai'i; however, there should not be any concerns. There are three confirmed sites in Oakland where DLSSP North will take place.

She went over the itinerary, stating that opening and closing session would take place at the same location, which would be East Oakland Pride Elementary School. Each location should be within 10-15 minutes of each other. Everyone will have lunch at their respective sites; District Board Officers and District Service Committee members will help deliver lunch.

All project sites are schools, so the focus will be to help improve the environment, such as painting murals and lockers or reorganizing classrooms.

There is an estimate of 200 volunteers, so there will be 80 volunteers at one site and 60 volunteers each at the other two sites.

S. Ruiz said that instead of having breakfast options, there will be snacks provided instead so as to conserve energy because the work will be physically intensive. There is no designated snack time, members can grab when they please.

Registration will be \$5, and this price will help cover food cost. Also, there is no on-site registration unless expected number of volunteers is not met.

The estimated cost for DLSSP North is \$1900 and the expected revenue is \$1000. S. Ruiz said that the committee will be applying for the Tomorrow Fund, and she also spoke with L. Sahagun about transferring money from the Board Reserve Budget to this event.

L. Sahagun entertained a motion to approve the proposal for DLSSP North.

Moved by Central Coast Lieutenant Governor Bill Truong, and seconded by I. Hoz.

In regard to item 3, section 2, which is about on-site registration, D. D. Ngo asked what if a large group of members who have not pre-registered show up? How would the committee handle the situation?

- S. Ruiz said that if we are short of volunteers, then the large group of members can still attend DLSSP.
- However, if volunteers have reached max capacity, then they may be turned away.
  - A reason for doing so is because an increase of volunteers may lead to an increase of supervisors at project sites.
- She recommended for everyone to encourage members to sign up to avoid this situation.

Motion Passed.

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

C. District Large Scale Service Project, South – Samantha Ruiz – District Service Chair

Similar to the other DLSSPs, S. Ruiz went over the overview and itinerary for DLSSP South. She made a clarification for the proposal that there were a few typos. Opening session and closing session will take place at La Quinta High School and lunch will be at the respective project sites, just like DLSSP North.

S. Ruiz mentioned that there is an expectancy of 400 volunteers and a revenue of \$2000 for food and supplies. Tomorrow Fund was granted to last term's DLSSP South; however, since it was cancelled, it could be used for this term's event. The estimated cost for everything is \$2400.

As she went over the project sites, she said everything was not 100% confirmed. Option 1 was no longer an option at the moment; when

writing the proposal, it was. They originally wanted two high school locations with 200 volunteers each, but El Modena High School stated that they do not need 200 volunteers as they have been provided assistance already and suggested that we spread our service to other schools.

Option 2 included the Orange Unified School District, and S. Ruiz received confirmation that the schools within the district would appreciate the assistance. However, no information was provided on what to do.

M. Santiago asked if option 2 was the preferred option.

- S. Ruiz said option 1 was. She mentioned that option 2 was not a unified project because there would be members working at schools whereas some would be restoring wetlands.

Sunset Lieutenant Governor Mark Catolos asked for clarification about the project sites, wondering if they were approved to have 100 volunteers or if there could be more.

- S. Ruiz said that Bolsa Chica Wetlands Restoration was confirmed to have 100 volunteers. Orange Unified School District, on the other hand, had just recently contacted her so there wasn't a lot of information. Though, they had asked for assistance for 10-12 schools, which was a lot.

Director, Service Leadership Programs Bruce Hennings asked about the money carrying over for DLSSP this term.

- S. Ruiz clarified that it was only the Tomorrow Fund carrying over.

L. Sahagun asked if we could approve the proposal with what S. Ruiz provided.

- District Assistant Administrator Armando Velazquez said no, but there could be a special district board meeting.

L. Sahagun asked if we could approve only the budget from the proposal.

- A. Velazquez said no, everything needs to be finalized at the same time.

L. Sahagun entertained a motion to table the DLSSP South proposal and discuss it at a special district board meeting in the future when more information would be provided.

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

M. Santiago asked in the light of the volunteer capacity going over 200 for DLSSP North, is there a system to cut volunteers or is that up to the discretion of the District Service Committee?

- S. Ruiz said that if there are a lot of volunteers close to the registration date, they can contact the volunteer coordinators of the project sites to see if they can be accepted.
- If the capacity is confirmed, they will have to be turned away.
- A. Velazquez suggested having the same process as District Convention, in which each club has a 10-member capacity and a waitlist.
  - S. Ruiz agreed.
- M. Santiago added on and wondered what if the capacity would not be met?
  - S. Ruiz said that they would have to keep promoting the event until the day of.

Motion Passed.

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

D. Project Hawai'i – Ivan Hoz, District Treasurer

I. Hoz explained the proposal, stating that this was the first time the event would happen this term. He coined Project Hawai'i as a large-scale fundraising event in Hawai'i, and that it would be very similar to the District Large Scale Service Projects. Each club in each island will do their own fundraising event on the same day to raise funds for the Pediatric Trauma Program.

In regard to the event held at UH Maui College, it would essentially be Crazy Kompetition for Infants. Because there are not a lot of Circle K members in that club, the event will be open to the whole campus.

For option 2 of the proposal, I. Hoz explained that it would not be able to happen anymore because there was an emergency with the sponsoring Kiwanis club.

I. Hoz moved to amend the proposal to remove option 2 of Project Hawai'i. Seconded by B. Truong.

Amendment Passed.

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

I. Hoz moved to approve the price and location for the Project Hawai'i proposal with the amendment of removing option 2, the gala. Seconded by Foothill Lieutenant Governor Diana Mora.

M. Santiago asked for a clarification about the second date.

- I. Hoz clarified and gave the dates, which were January 27<sup>th</sup> and February 24<sup>th</sup>.

A. Velazquez asked if there would be first aid kits available.

- I. Hoz said that the school would be providing them.

M. Catolos asked about the reservation cost, and wondered if there would be any other organization on site.

- I. Hoz said the school is waiting on the Project Hawai'i proposal approval to finish up reservations.

B. Hennings asked how would we handle waivers.

- I. Hoz said that it would be essentially the same way we handle waivers with the District events here; however, he believed that there would be more on-site.
  - B. Hennings clarified the process would be sending waivers and checks to the office. Would Hawai'i be doing the same thing?
    - I. Hoz said not exactly, but there would be a deadline for it.

A. Velazquez asked for contacts of at least 1-2 Kiwanians.

Motion Passed.

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

E. Transfer of Board Reserve Budget for Governor Travel – Lawrence Sahagun, District Governor

L. Sahagun explained his proposal and requested for money from the board reserve budget so that he could travel to the events listed later on in the term.

L. Sahagun moved to approve option 1, which was accepting the transfer of \$500 of the Board Reserve to the Governor's Budget. Seconded by I. Hoz.



B. Truong asked if the Board Reserve Budget is not used, where does the money go?

- B. Hennings said that 60% of it goes to scholarships and 40% of it is reserve funds.

A. Velazquez clarified some of the events listed on the proposal, stating that the Governor's travel to KIWIN'S District Convention is covered by next term's Governor's budget, not this term's.

D. D. Ngo asked if there are any other plans to use the Board Reserve Budget.

- M. Santiago said it could be used for DLSSP South.
- A. Velazquez said the budget is typically used for emergencies and only to avoid loss. If we use the budget, then there will be less funding for scholarships.

D. D. Ngo also asked that if this proposal is not approved, then how will L. Sahagun cover costs?

- A. Velazquez said that the next term's budget would cover the majority of his travel.

M. Santiago wondered how much flight costs would be.

- L. Sahagun said that it is around \$130 round trip.

M. Rico asked if L. Sahagun would consider different methods of transportation, such as riding the train.

- L. Sahagun essentially agreed and said that driving would be the best option for him.

L. Sahagun moved to amend option 1 of the proposal and requested for \$200 instead. Seconded by M. Santiago.

Amendment Passed.

7 Ayes (L. Sahagun, D. D. Ngo, B. Truong, M. Rico, D. Mora, M. Santiago, J. Aguilar), 0 Opposed, 4 Abstentions (I. Hoz, R. Tsao, J. Nepomuceno, M. Catolos).

D. Mora asked if proposal is for this term.

- L. Sahagun said yes.
- A. Velazquez said that it may or may not be available.

K. Duch entertained the motion to approve the proposal with the amendment of transferring \$200 of the Board Reserve Budget to the Governor's Budget. Seconded by D. Mora.

Motion Denied; majority was not reached.

6 Ayes (L. Sahagun, I. Hoz, D. D. Ngo, B. Truong, M. Rico, M. Santiago), 0 Opposed, 5 Abstentions (D. Mora, R. Tsao, J. Nepomuceno, J. Aguilar, M. Catolos).

F. Governor's Project for Relief Funds for Las Vegas Tragedy – Lawrence Sahagun, District Governor

L. Sahagun explained his Governor's project to provide funds for the Las Vegas tragedy, believing that it would unite the District for this fundraising project. The goal is to have each club host a fundraiser for the National Compassion Fund charity and raise \$5000.

L. Sahagun moved to approve option 1 of the proposal, which was to accept this project for the District. Seconded by M. Santiago.

B Truong asked if we would treat this like a District Fundraising Initiative.

- I. Hoz said yes.

M. Rico commented that he whole-heartedly supports this project. I. Hoz added on and said that he and the District Finance and Fundraising committee supports this as well.

M. Catolos asked how would the money be distributed.

- L. Sahagun said that all money would go towards the Las Vegas tragedy.

Motion Passed.

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

## **VIII. Board Reports**

### A. Chair Reports

1. Communications and Marketing Chair – Jennifer Hoang  
J. Hoang said that the District Communications and Marketing committee have been creating newsletters and working on more episodes for SunnyTV.

There will be more social media posts in the future.

2. District Convention Chair – Kim-Mai Hoang

K. M. Hoang and the District Convention committee finalized the website and Facebook event page information for District

Convention. They will be releasing it on the Monday after Fall Training Conference weekend.

They will be sending out e-mails periodically to the executive board officers for them to be informed about important due dates regarding District Convention.

3. Fall Training Conference Chair – Lindon Tran  
L. Tran updated that the Fall Training Conference committee had been working really hard for this weekend. Everything was finalized, they were doing last minute check-ups and preparations.

Lastly, he thanked everyone for their cooperation.

4. Kiwanis Family and Foundation Chair – Ana Chavez  
Since the last update, A. Chavez had successfully tabled at Kiwanis Convention. She had been doing a lot of visitations to the point where she might not have a budget anymore.

She emphasized that Kiwanis Family Month is November. Compared to previous years, the District Kiwanis Family and Foundation committee will be posting educational information and have a webinar.

5. Member Recognition Chair – Esther Wang  
E. Wang updated that she and the District Member Recognition committee started MR Mondays in August through the CNH Circle K website and Facebook page. They had also released a lot of resources regarding recognition. She had been preparing for the awards at Fall Training Conference.

Lastly, she requested for the Lieutenant Governors to remind their clubs to participate in club spirit.

6. Membership Development and Education Chair – Helen Nguyen  
Since the last update, H. Nguyen hosted District Professional Development Conference. She and the District Membership Development and Education committee had been helping with hosting monthly webinars as well.

Lastly, she recorded the first video of the alumni series, which would feature Angelina Chanthanouvong, a previous District

Membership Development and Education Chair. She hoped to release it soon.

7. Service Chair – Samantha Ruiz

Since the last update, S. Ruiz had been working hard on several things, including the District Service Unity Week, webinars, and proposals for the District Large Scale Service Projects.

She and the District Service Committee will be working on the service resource database, which will hopefully be released in the next couple of weeks.

8. Technology Chair – Denny Cao

D. Cao had been working on the website a lot and managing the webinars that occurred within the past months. There will be more things to come as he diligently works on it.

B. Lieutenant Governor Reports

1. Capital – David Duy Ngo

D. D. Ngo successfully chartered Sacramento City College and Lake Tahoe Community College, and he was looking to charter American River College. He was able to visit every club's first general meeting and hosted two Divisional Service Projects and a Fall Capital Large Scale Service Project. He had appointed Spring Capital Large Scale Service Project Chairs, which there would be a committee for. He was proud that San Joaquin Delta College and Folsom Lake College surpassed their totals last month. He had been doing webinars and workshops each month for the Capital Division, and will be hosting a How to Budget Webinar for November. Lastly, he was pushing for leadership and appointing many members to committees. Capital managed to bring 134 members to Fall Training Conference.

2. Central Coast – Bill Truong

Since his last update, B. Truong was able to attend San Luis Obispo for the first time. He gave them a shout out for being able to double their member totals. He successfully re-chartered Cal Lutheran University. Lastly, Central Coast brought 35 members to Fall Training Conference.

3. Desert Oasis – Max Rico

M. Rico hosted a July and October Weekend of Awesomeness, and was planning a November Weekend of Awesomeness. He

was also planning an event with the Foothill Division. On the other hand, he was getting approvals for UC Riverside's Kids Rock Benefit Concert. He had visited Las Vegas for 9 days straight and attended various Kiwanis Family events. College of Southern Nevada and Norco College now have a full executive board, and Crafton Hills College filled up vacancies. He was able to visit all of his active clubs in September and will be pushing for more charters. Lastly, Desert Oasis brought 52 members to Fall Training Conference.

4. Foothill – Diana Mora

D. Mora started off her update saying that the membership for Foothill has increased a lot, and that 60 members would be attending Fall Training Conference. Her priority is to bring Foothill back to the District by having her clubs attend more District events. Since the last update, she hosted a Foothill Executive Board Retreat, Halloween Social, and monthly service projects. She had visited clubs weekly and merchandise was almost sold out. Lastly, in regard to upcoming events, she was planning a joint Divisional Council Meeting with Desert Oasis Division for November, Go West is coming up, and there would be 2 Key to Colleges late November.

5. Golden Gate – Ryan Tsao

R. Tsao gave a quick update and said that he was planning his Large Scale Service Project, his next Divisional Council Meeting would be on November 17<sup>th</sup>, and Golden Gate brought 80 members to Fall Training Conference.

6. Magic Kingdom – Manuel Santiago

Since his last update, M. Santiago had been attending general meetings and events within his division. There had been a Divisional Service Project and Divisional Council Meeting every month with an average attendance of 60 members. Magic Kingdom Division managed to reach over 10,000 service hours. In regard to Fall Training Conference, there was a lot of spirit items created and there would be 136 members in attendance. Currently he was in the process of chartering Biola University; they brought 11 members to Crazy Kompetition for Infants South, but cannot be chartered by Fall Training Conference due to difficulties. Lastly, he was planning a Thanksgiving Social at his house and Magic Kingdom Café Night in the new year.

7. Metro – Joshua Nepomuceno

Since his last update, J. Nepomuceno had Divisional Service Projects and Divisional Council Meetings in August and September, and attended University of Southern California's Key to College. He was working with Long Beach City College and CSU Dominguez Hills to fill up any vacancies on their board. He was in contact with a student from Santa Monica Community College in hopes of having them being chartered. Lastly, he was working hard on putting together a Kiwanis Appreciation Dinner and Member Induction.

8. Paradise – Jesus Aguilar

Since his last update, J. Aguilar had a successful Hawai'i visitation and he attended all club rush weeks and first general meetings for the clubs in California. He had been in contact with presidents to talk about spring club rush to prepare them. He released a pen-pal system for his division. Lastly, he promoted UC San Diego's Masquerade Ball.

9. Sunset – Mark Catolos

Since the last update, M. Catolos had an extremely successful September Divisional Council Meeting where over 50 members were in attendance including CSU Monterey Bay. He was proud that Foothill College now has a full executive board and clubs had been having interclub service projects. Sunset Division hosted their first ever Key to College. In the light of numerous events in November, the 24 Hour Service Marathon had been pushed back to either January or February. He released a pen-pal system and newsletters for his Division. In regard to CSU Monterey Bay, he was still working on chartering them and so far, it had been going well. Stanford University and Foothill College will be co-hosting the next Divisional Council Meeting. Lastly, all 5 currently chartered clubs were in attendance at Fall Training Conference.

C. Treasurer – Ivan Hoz

Since the last update, he and the District Finance and Fundraising committee finished planning Crazy Kompetition for Infants, in which about 700 members attended and around \$4000 raised for the Pediatric Trauma Program. They had also hosted a couple informational webinars. He had been helping clubs that had problems with the Membership Update Center. Pediatric Trauma Program Week happened recently, and he was working on the other two weeks for the other two District Fundraising Initiatives. He

was working on resources in regard to fundraising and for Treasurers. Lastly, he was really excited for the Governor's Project and reminded everyone that there was Penny Wars at Fall Training Conference.

D. Secretary – Katelyn Duch

Since the last update, K. Duch had been diligently checking clubs' Monthly Report Forms every month to send feedback to the club secretaries or whoever was respectively in charge. She held a webinar about the International and District Documents Webinar with the District Laws and Regulations committee. She continued to regularly send out Wisdom Wednesday e-mails for the secretaries every other Wednesday and started a recognition program, in which she would choose a secretary to spotlight every Sunday and ask them fun and serious questions. Lastly, she would be working with the District Laws and Regulations committee to provide an informational guide about club elections, manuals for the District Documents, and a manual for secretaries.

E. Director, Service Leadership Programs – Bruce Hennings

B Hennings confirmed there was 699 members in attendance for Fall Training Conference. He thanked L. Tran and the Fall Training Conference committee for working really hard for this weekend, especially Tiffany Nguyen, the Registration Chair, and Bill and Virginia Carpenter, the Fall Training Conference advisors.

F. District Assistant Administrator – Armando Velazquez

Throughout the meeting, A. Velazquez noticed some signs and reminded everyone to be as attentive as possible for this weekend. He recommended the officers to take naps and rest up as much as they could. He reminded us that we were a representation of the District. In regard to Fall Training Conference, he urged for us to stay behind and help clean up so that we could all leave as soon as possible. Daylights saving time does not apply until we all leave the campsite.

This was the time where members would be thinking about running for office for the next term, and he asked us for all to keep an eye out to see who would be interested in our positions. We have the responsibility of finding a really good successor. He will be running both sessions of Candidates Training Session North and South.

He spoke about social media posting rules, stating that a lot of clubs unintentionally broke the social media policy regarding Event

Report Forms. To make it clear, social media policy is in regard to any type of invitation sent out beyond the Division and outside of Circle K. If we are sending out an Event Report Form, this is where social media policy applies. Use of social media website can be used, but cannot be public. Everything must be private including the event page, like page, and just about everything else that was created for the event. There is a proposal sent to the District Kiwanis Board about this matter and they are currently waiting for results. Until then, the policy still applies.

G. Governor – Lawrence Sahagun

L. Sahagun mentioned that he had a very busy schedule and he thanked everyone for their hard work. He had been staying close with the committees and attempting to provide his assistance as much as he could. President's Retreat had 80 members in attendance, which was a higher rate than before, and he was glad that the presidents seemed to enjoy the event. He had appointed Ad-Hoc Chairs for the following events: Spring Training Conference North and South, Key Club District Convention, and KIWIN'S District Convention. A. Chavez, H. Nguyen, D. D. Ngo, and K. Duch were appointed for the respective events.

**IX. Upcoming Events**

**X. Announcements**

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

XII. **Adjournment** – Lawrence Sahagun, District Governor – 3:20 PM