

**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 Urruitia, 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 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 lowering member 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 MeetingL. 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 TreasurerDistrict 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 Kompetiton for Infants, North. The proposal and budget is 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.

When L. Sahagun asked if there was any discussion, 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.

When L. Sahagun asked if there was any discussion, 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.

L. Sahagun asked if there was any discussion.

- 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.

L. Sahagun asked if there was any discussion.

- 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 because 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 lowering member 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.

L. Sahagun asked if there was any discussion.

- 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.

L. Sahagun asked if there was any discussion.

- 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.

L. Sahagun asked if there was any discussion.

- 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.

L. Sahagun asked if there was any discussion.

- 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.
  - L. Sahagun asked if there was any discussion.
    - 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.

L. Sahagun asked if there was any discussion.

- 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.

L. Sahagun asked if there was any discussion.

- 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.

L. Sahagun asked if there was any discussion.

- 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 encourage 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 regards 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 district even 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 do 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 interclubs 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 hours with Magic Kingdom on Monday, July 17<sup>th</sup>. 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 29<sup>th</sup> 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 17<sup>th</sup>. 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 amount 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 50<sup>th</sup> 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 4<sup>th</sup> to July 7<sup>th</sup>. 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

