



Kiwaniis®

Tulsa, OK

Board of Directors Meeting Agenda – July 17, 2013

1. Call to order by President Monty Berry at 11:36 am

2. Roll Call by Secretary - Matt Bacon at 11:38am

Monty Berry, President

Terry Kolkmann, President Elect

Roger Herring, First Vice President

Mike Chapman, Second Vice President (Withdrawn)

Dave Kauffman, Treasurer

Bob Piland, Immediate Past President

Bur Blue

Jill Easley

Brad Gemeinhart

Larry Henry

Richard Jaeger

Monte Lalli

George Strella

Charles VanDeWiele

Carol Morris

John Meinders

→ Excused Absences: carol morris, larry henry, mike chapman,

3. Review of Agenda.

4. Review and approval of June 19, 2013 Minutes. piland motioned, herring seconded, passed

5. Committee Reports

a. Membership – Monty Berry

i. New Member Prospects/Corporate Memberships/Resignations:

Prospects (1):

Guest from Richard Yaeger (1)

Corporate Memberships (1): board needs to make note of members with corporate
Oklahoma Special Olympics memberships.

(Need revised corporate form application)

ii. Membership Action Committee Update

Vote Request for Proposal for Outside Consultant/Marketing Agency blue motioned, piland
seconded, motion passed

See Attached RFP Template

Submit to 2 other agencies before next board meeting

Proposal Deadline by September 30, 2013

Vote on best Proposal in October board meeting and initiate Agency

Vote iii. Education/New Member Orientation - Permanent Badge Requirements
Proposal:

Membership Committee Recommendation for Board Approval:

Mandatory Requirements (4): discussed changing to: 8 meetings, greet, with everything else being optional but encouraged!
Attend one (1) Board meeting upon further review this will be sent back to the membership committee and tabled. no vote taken.
Participate in (1) Service project (DID)
Attend (1) Key Club Meeting
Sign Up for (3) Committees

Optional Requirements (Choose 1):
Perfect attendance for 1 month/stand in greeting line 4 weeks
Division Council Meeting
Inter-club Meeting

Sponsor Participation Required at Orientation
No time frame to complete, encourage immediacy
President Elect Oversight

c. Programs – Roger Herring

1. July 22th – Ken Yazel, Tulsa County Assessor
Miss Teen Oklahoma Ashton Vincent in attendance
2. July 29th – Tulsa County Commissioner District 3 Debate
Lt. Gov. Elect Harvey Fields in attendance
3. August 5th – Kiwanis Golf Tourney
4. August 12th – Tulsa Biggs, Charles Biggs This will be the Key Club meeting
5. August 19th – Woody Guthrie Center
6. August 26 - No speaker as of yet
7. September 2nd – Labor Day, No meeting? Meeting will be Sept. 3rd.
8. September 9th – No speaker as of yet
9. September 16th – No speaker as of yet
10. September 23rd – Cox Communications of Tulsa, Johnny Bowen

Evening Program – ??October 15th or 17th - Working on either Alan Armstrong of Williams or Lt. Governor Tom Lamb who are considering dates.

Other Ideas??

d. Service/Social – Terry Kolkmann (Roger Herring/Monty Berry)

DID Projects

1. Child Spree: August 3rd, from 7:30 – 10 am @ JC Penny's, 41st Yale
Sign Up sheets presented at next 2 meetings
23 current signed up (13 men/10 women), Need 27 more (12 men/15 women)
2. September ? pancake breakfast is coming up and we will look at either Applebee's or Hicks Park or both.

- e. **Sponsored Youth** – Richard Jaeger
Update on Key Club and Scholarship program

Tom Black will be contacting the key club sponsors for the meeting on August 12th. Bishop Kelley will not have a club anymore, monty will try to reach out to Father O'Brien to see about getting a new sponsor.

- f. **Finance** – Dave Kaufmann
Van DeWiele review of expense/income

blue motioned, herring seconded, passed

6. **Old Business:**

- 1. Social Event @ Lafortune Park Picnic, was great success!!

7. **New Business:**

- 1. Roster Directory – Going to Print
- 2. TO District Convention in Rockwall, Texas, August 8-11, 2013
Monty Berry, President and Terry Kolkmann, Pres. Elect to attend

Adjourn- time 12:56pm kolkmann motioned, blue seconded, passed

Foundation Board of Directors Meeting Agenda

July 17, 2013

1. Call to order by President, Monty Berry at 12:56pm
2. Review and approval of June 19, 2013 Minutes. piland motioned, herring seconded, passed
3. Officer Reports:
 - Treasurer Report – VanDeWiele blue motioned, herring seconded, passed
4. Committee Reports
 - a. Golf Committee Update - Charlie V
 - August 5, 2013 – Meadowbrook Country Club
 - Steering Committee Efforts Update (Charlie and Monty)
 - Chris Lincoln – Honorary Chairman
 - Fundraising needs, Target is \$40,000 in gross (55% increase over 2012)
 - Brochure handout
 - b. Sponsored Youth
 - c. Foundation Investments Report
5. Old Business
6. New Business
7. Adjourn 1:03pm, blue motioned, herring seconded, passed



Request for Proposal

The Kiwanis Club of Tulsa is seeking Proposals from outside consultant/marketing agencies (“Agency”) to identify, evaluate and implement strategies to help increase the growth, profile and vitality of the organization.

Situation Analysis: Kiwanis Club of Tulsa (“Club”) is one of Tulsa’s oldest civic groups, and at one time, one of the top Kiwanis Clubs in the nation. We are a club rich with tradition, history and service to children and youth in the Tulsa community and beyond. However, over the past several years, the membership of the club is slowly declining – the membership is getting older and it is getting more difficult to recruit and retain members, especially younger ones.

The leadership of the club recognizes this issue and believes that an outside consultant/marketing agency could bring added value to our organization’s future direction.

Agency Proposal Goals:

- To assist Kiwanis Club with a comprehensive plan to study and identify ways to increase membership within the organization, and provide a long term strategy for sustained growth.
- To assist Kiwanis Club with a comprehensive plan for its branding, profile and marketing materials
- To assist Kiwanis Club with a comprehensive plan for its social media, media outlets, advertising and website.

Agency Proposal / Club Expectation Efforts:

- Attend meetings / other Kiwanis functions
- Survey of club members
- Demographic assessment of potential volunteers
- Identify and contact potential partner organizations
- Conduct focus groups
- Recruitment plan/Strategies for working with potential partner organizations, ie. Typros or other organizations if needed
- Social media plan
- Recommendations for new look/etc. for Kiwanis Club (website, materials etc.)
- Recommendations for possible new projects or other activities that may attract younger members
- Media plan to create more visibility for club (free and/or paying).
- Timeline for plan (with recommendations on how to execute)
- Others?

All information and efforts between the Club and Agency are to be maintained with strictest confidentiality.

CHILD SPREE – DID PROJECT

Saturday, August 3rd, 2013

JC Penney's @ 41st and Yale

Starts at 8:00 am and Ends at 10 am (Arrive at 7:30 am)

It is that time of the year to work again with Restore Hope Ministries in helping our disadvantaged youth buy clothes for their upcoming school year. The Kiwanis Club has elected to participate on August 3rd which is our State's tax free holiday weekend. Taking advantage of this and being the first week that retailers begin selling clothes for school, this will allow our Club to take on more children to serve and get the best clothes. At present, we are needing 25 men and 25 women to work in pairs (for total of 50, subject to change). The pairings for each child must be always male and female and a pair can have up to 2 kids.

The date for this event is Saturday, August 3rd at JC Penney's at 41st Yale. There will be donuts, juice and coffee for the kids and the participating members. It is imperative that all members please arrive at 7:30 am to get matched with their kids with doors opening at 8 am for shopping.

Please sign below if you plan to attend and if your spouse can participate. It is important we have equal numbers of women to participate but it doesn't have to be a spouse:

Name <u>Patricia Walker</u>	Spouse <u>Mel Renoundet</u>
Name <u>Terry Kolkmann</u>	Spouse <u>Valerie Kolkmann</u>
Name <u>Mike Ashley</u>	Spouse <u>Cheryl Ashley</u>
Name <u>Bob Machechny</u>	Spouse _____
Name <u>George Strella</u>	Spouse _____
Name <u>Monte Lalli</u>	Spouse <u>Lori Lalli</u>
Name <u>Charles VanDeWiele</u>	Spouse <u>Ann VanDeWiele/Dee Tipton</u>
Name <u>Bob Piland</u>	Spouse <u>Denise Piland</u>
Name <u>Larry Henry</u>	Spouse <u>Joan/Namer Henry</u>
Name <u>Lauren Gallier</u>	Spouse _____
Name <u>Richard Yaeger</u>	Spouse _____
Name <u>Ron Smith</u>	Spouse <u>JoAnn (1 child)</u>
Name <u>Monty Berry</u>	Spouse _____
Name _____	Spouse _____
Name _____	Spouse _____
Name _____	Spouse _____
Name _____	Spouse _____
Name _____	Spouse _____
Name _____	Spouse _____
Name _____	Spouse _____
Name _____	Spouse _____
Name _____	Spouse _____
Name _____	Spouse _____
Name _____	Spouse _____
Name _____	Spouse _____

Totals: Men – 13
 Women - 10
 (As of July 16, 2013) 23



Board of Directors Meeting Minutes – June 19, 2013

1. Call to order by President Monty Berry
2. Roll Call by Secretary - Roger Herring (Matt Bacon on vacation)
Monty Berry, President
Terry Kolkmann, President Elect (Excused Absence)
Roger Herring, First Vice President
Mike Chapman, Second Vice President (Withdrawn)
Dave Kauffman, Treasurer
Bob Piland, Immediate Past President

Bur Blue

Brad Gemeinhart

Larry Henry

Richard Jaeger

Monte Lalli

Charles VanDeWiele

Carol Morris

John Meinders

→ Excused Absences: George Strella, Jill Easley

Blue motioned that members not present be considered excused. Gemeinhart seconded the motion. Motion passed unanimously.

3. Review of Agenda.
4. Review and approval of May 15, 2013 Minutes.
Blue motioned that the minutes be accepted. VanDeWiele seconded the motion. Motion passed.
5. Committee Reports
 - a. **Membership** – Monty Berry
 - i. New Member Prospects/Corporate Memberships/Resignations:

Prospects (4):

Guests from Carol Sanders (2)

Guest from Richard Yaeger (1)

Guest from Monty Berry (1)

Selby Bush from Charles VanDeWiele

Corporate Memberships (1):

Oklahoma Special Olympics

(Need revised corporate form application) Form has been requested.

Resignation(s) (1):

Robert (Bob) McKim

Bob was a prior member of the East Tulsa County Kiwanis Club and very involved with Kiwanis. Blue motioned that we offer Bob a six (6) month leave of absence, and if that is not agreeable to him, we would accept his resignation with regrets. Seconded by Kauffman. Motion passed. [Since the Board meeting, Bob accepted the six(6) month leave of absence, and is not resigning at this time.]

Vote **ii.** Leave of Absence Extension (6 months) – Monte Lalli
Motion made by Gemeinhart and seconded by Henry. Motion passed.

iii. Membership Action Committee Update

Discussion SixPr Marketing/Branding Proposal – Discussion/Motion

This discussion was tabled based on the request for additional proposals. And it was recommended that the membership committee create a RFP for Marketing/Branding proposals by next board meeting.

iv. Education/New Member Orientation - Permanent Badge Requirements Proposal:

Mandatory Requirements:

Board meeting
Service project (DID)
Key Club Meeting
Perfect attendance for 1 month/stand in greeting line for 1 month

Optional Requirements:

Division Council Meeting
Committee Meeting
Interclub

Sponsor Participation Required
Six (6) month completion objective
President Elect Oversight

It was recommended that the Permanent Badge requirements be further reviewed by the Membership Committee.

b. Programs – Roger Herring

1. June 24th – Bruce Plante, Tulsa World (2nd program)
2. July 1st - John Bowen with Cox of Tulsa
3. July 8th – Bruce Alexander of Whirlpool
4. July 15th – Evening Program, no speaker secured,
Drop in place of Picnic?
5. July 22th – No program as of yet
Lt. Gov. Elect Harvey Fields in attendance
6. July 29th – Tulsa County Commissioner District 3 Debate ?
(Fred Perry to coordinate)

October 14 - Tentative evening meeting, either Alan Armstrong of Williams or Lt. Governor Tom Lamb who are considering dates.

Mayoral Debate – suggested date of October 21, or 28 for a mayoral Debate.

Other Ideas - Recommended we ask someone to speak to us on the new River Parks recently announced.

Service/Social – Terry Kolkmann (Roger Herring/Monty Berry)

DID Projects

1. July – None
2. August 2 – Charity Golf Tournament
3. August – Child Spree, Have submitted our Cox Grant asking for \$4000.00
Need Co-Coordinator to assist Mike Chapman

Social Event

Lafortune Park Picnic, Thursday, July 11th, 5 pm to 9 pm

Club provide up to maximum \$350 per budget for Park, Food and Beverages

c. Sponsored Youth – Richard Jaeger

1. Update on Key Club and Scholarship program

e. Finance – Dave Kaufmann

- i. Van DeWiele review of expense/income

Blue motioned that the finance reports be accepted. Morris seconded the motion. Motion passed.

6. Old Business:

1. Kiwanis International President Visit – Great success!!
2. Recommended we send information and pictures of the visit to the Tex/OK District.

7. New Business:

1. Roster Directory – At the printers.

Adjourned at 12:45pm

Foundation Board of Directors Meeting Agenda

June 19, 2013

1. Call to order by President, Monty Berry at 12:45p.m.
2. Review and approval of May 15, Minutes.
Strella motioned that the minutes be accepted. VanDeWiele seconded the motion. Motion passed.
3. Officer Reports:
 - Treasurer Report – VanDeWiele
Blue motioned that the Treasurer’s report be accepted. Kauffman seconded the motion. Motion passed.
4. Committee Reports
 - a. Golf Committee Update - Charlie V

August 5, 2013 – Meadowbrook Country Club
 - Steering Committee Efforts Update (Charlie and Monty)
 - Chris Lincoln – Honorary Chairman
 - Fundraising needs, Target is \$40,000 in gross (55% increase over 2012)
 - Brochure handout
 - 23 of 25 teams are signed up!
 - b. Sponsored Youth – no report
 - c. Foundation Investments Report – no report
5. Old Business
\$500.00 Gift to Military History Museum - present check in July, Colonel Powell to come to Kiwanis Club
6. New Business
7. Adjourn
Motion made by Blue and seconded by Morris. Adjourned at 12:55pm.