

Minutes of the First Division Council Meeting  
of the 2019-2020 Kiwanis Administrative Year  
November 5, 2019  
hosted by the Kiwanis Club of Troy, NY

**Call to order:** Meeting was called to order by **Lt. Gov. Lynne Catelotti** at 6:32 PM

The meeting opened with a short video tribute to veterans and a recognition of the veterans in attendance at the meeting.

**Roll Call:** Jim Prout, Secretary

<u>Club Name</u>	<u>Members Present</u>
Castleton-Schodack	5
East Greenbush	4
Hoosick Falls	6
Rensselaer	1
Sand Lake	5
Troy	8

Division officers present:

Lt. Gov. Lynne Catelotti  
Division Treasurer Bob Pasquarelli  
Division Secretary Jim Prout  
Immediate Past Lt. Governor Marie Malsch  
Past District Governor David Booker

Service Leadership Programs District Officers:

Key Club Lt. Governor Ashleigh Mein  
Circle K Lt. Governor Zak Stanke  
NY District Key Club Committee Member for Division 18 Wendy Prout

**Remarks of Van Rensselaer Division Lt. Governor:** Lt. Gov. Lynne Catelotti read a thank you note from NY District First Lady Deborah Rought for the hospitality extended to her and District Governor Joe Ruggiero during the Governor's visit.

**Wendy Prout** reported details of the successful Governor's Visit which was held on October 19, 2019.

**Elissa Prout** reported on Kiwanis One Day held on October 26, 2019. Five clubs of the Van Rensselaer Division were represented at the Regional Food Bank for a service

project. Also attending were 23 members of the Circle K Clubs of RPI and U Albany, and 10 members of West Sand Lake K Kids along with 10 of their parents. In all, 76 participants worked for 2 hours and sorted 11,000 pounds of food, enough to provide more than 9,000 meals to those in need in our community.

**Lt. Gov. Lynne Catelotti and Past Governor David Booker** reported on how club secretaries should go to the Kiwanis website under the Secretaries' Dashboard and link to the Distinguished Club 2018-19 page to answer questions to receive Distinguished Club recognition.

**Secretary's Report:** Upon motion, duly seconded, the minutes of the August 7, 2019 meeting were approved.

**Treasurer's Report:** The treasurer's report was presented by **Division Treasurer Bob Pasquarelli**, a copy of which is attached hereto.

Upon motion, duly seconded, and after a brief discussion, the Treasurer's Report was accepted for filing.

**Remarks of Key Club Lt. Governor:** **Lt. Gov. Ashleigh Mein** was introduced by Wendy Prout. Lt. Gov. Ashleigh Mein reported that her theme this year is "Inclusion". She also reported on the upcoming Fall Rally for 4 Divisions of Key Clubs in our region. The Rally is a training session for leadership positions in Key Club. Lt. Gov. Ashleigh Mein requested funding from the Division to offset the cost of providing lunch to the participants. Upon Motion duly seconded along with several duly seconded amendments, it was unanimously agreed that the Division would provide up to \$400.00 to help cover the cost, with the check being written to Troy Kiwanis.

**Remarks of Circle K Lt. Governor:** **Lt. Gov. Zak Stanke** reported that the RPI Circle K club recently held a Haunted House fundraiser, and raised just over \$1,000, which was distributed to support a local charitable organization. He reported on the Circle K district wide leadership conference *New York Speaking*, which was held last weekend in Lake George NY. He also reported that he will be attending K Family Weekend next weekend.

**Program:** **Lt. Gov. Lynne Catelotti** introduced **Fazana Saleem-Ismail**, the founder of Jazzy Sun Birthdays. Jazzy Sun Birthdays is an organization which provides personalized birthday parties for children in homeless shelters. Fazana discussed how the mission of Jazzy Sun Birthdays was not so much poverty fighting, but more smile producing. She discussed how the organization started, and how it works. For more

information on how individuals and clubs can volunteer and participate, please visit the website at [jazzysunbirthdays.org](http://jazzysunbirthdays.org).

**Old Business:** There was no old business to discuss.

**New Business:**

**Rensselaer Club “Christmas in the City”** – **Donna Zobre Baxter**, President of the Rensselaer Club described the project the club is supporting called Christmas in the City. The Rensselaer Club supports a hat tree, which supplies hats and mittens free of charge to children in the city who cannot afford them. Upon motion duly seconded, it was approved that the Division would support the Rensselaer Club project in the amount of \$300.00.

**Corporate Memberships:** In keeping with this year’s goal of increasing membership for the division, Jim Prout reported on Corporate Memberships, and gave information on how they work. The full information on Corporate Memberships can be viewed on the Kiwanis International website. Information from the website is attached hereto.

**Recognitions:** **Lt. Gov. Lynne Catelotti** is starting a new tradition of recognizing division members or clubs which have provided outstanding service to Kiwanis. She will be recognizing several members or clubs at each Division Council meeting this year. Her first two such recognitions were:

Troy Club member **Jim Prout**, for being a member of the club for 30 years.

**Sand Lake Kiwanis.** Lt. Gov. Lynne Catelotti received a message from St. Paul's Women's and Children's Center that they desperately needed pillows for their shelter. She forwarded to Facebook friends and Sand Lake's Pat Lane jumped on it. She got 50 pillows for the cause!

A special recognition was given to **all attendees** at the Division Council meeting who participated in the service project of bringing in items to help local veterans.

**Club Reports:** A representative of each club present announced upcoming events. Complete written reports of each club are attached hereto.

**Closing remarks:** In her closing remarks, **Lt. Gov. Lynne Catelotti**, emphasized that the focus this year for the district and the division is positive membership growth. She asked that if anyone had any ideas on how to increase membership, to please share them with Lynne, and the division.

50/50 – The winning ticket holder received \$41.00.

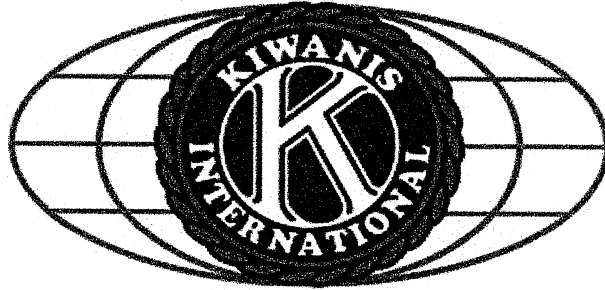
**Adjournment:** Lt. Gov. Lynne Catelotti officially closed the meeting at 8:13 PM.

The next Division Council Meeting will be held hosted by the Sand Lake Club on January 13, 2020. More information will be provided.

Respectfully submitted,

*James E. Prout*

James E. Prout,  
Division Secretary



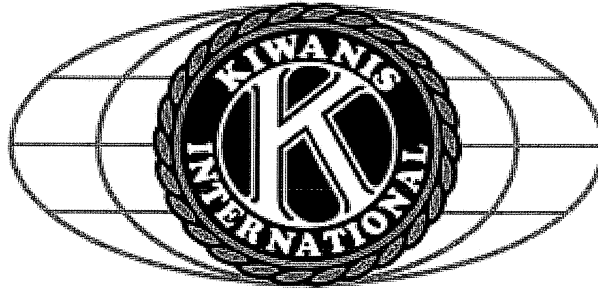
**VAN RENSSELAER DIVISION OF KIWANIS**

Treasurer's Report for the period ending 9/30/2019

	admin	service	
Balance as of 8/1/2019	4478.02	\$434.80	\$4,912.82
Income			
expenses	(1880.50)		
Balance as of 9/30/2019	2597.52	\$434.80	\$3,032.32

<u>Income</u>	<u>Budget</u>	<u>Actual</u>
Dues	780.00	764.00
Golf Tournament	4000.00	3775.00
<b><u>Expenses</u></b>		
<b>Admin Acct</b>		
PLG Plaque	160.00	
Lt Gov Expense	2000.00	2939.20
Div Secretary Expense	100.00	
Club Building	500.00	
Web Expenses	180.00	
Gov's visit	200.00	167.33
mid year & conv basket	300.00	111.50
<b>Service Acct</b>		
Sponsored Youth	250.00	94.00
Key Club - Conferences	1450.00	900.00
Circle K conferences	200.00	775.00
Miracle League Dinner		300.00
KIF Hurricane Relief		
Rensselaer Christmas		250.00
Kamp Kiwanis		
Eliminate		
<b>Total Expenses</b>	<b>\$5,340.00</b>	<b>\$5,537.03</b>

Respectfully submitted  
*Robert S. Pasquarelli*  
 Treasurer



**VAN RENNELAER DIVISION OF KIWANIS**

Treasurer's Report for the period ending 10/27/2019

		<b>Revised</b>		
		admin	service	
Balance as of	9/30/2019	2597.52	\$434.80	\$3,032.32
	Income	2093.31	2,400.00	
	expenses	(1237.40)	(72.00)	
Balance as of	10/27/2019	3453.43	\$2,762.80	\$6,216.23

<u>Income</u>	<u>Budget</u>	<u>Actual</u>
Dues	780.00	
Golf Tournament	4000.00	4493.31
<b><u>Expenses</u></b>		
<b>Admin Acct</b>		
PLG Plaque	160.00	
Lt Gov Expense	2000.00	
Div Secretary Expense	100.00	
Club Building	500.00	
Web Expenses	180.00	
Gov's visit	200.00	
mid year & conv basket	300.00	
Kiwanis One Day		337.40
Convention reimbursement		900.00
<b>Service Acct</b>		
Sponsored Youth	250.00	72.00
Key Club - Conferences	1450.00	
Circle K conferences	200.00	
Miracle League Dinner		
Rensselaer Christmas		
Kamp Kiwanis		
<b>Total Expenses</b>	<b>\$5,340.00</b>	<b>\$1,309.40</b>

Respectfully submitted  
*Robert S. Pasquarelli*  
 Treasurer

## **KIWANIS CORPORATE MEMBERSHIP**

**(copied from the Kiwanis International website [www.kiwanis.org](http://www.kiwanis.org))**

If you or your company is community-minded, you might benefit from being a part of Kiwanis. We are a global volunteer organization dedicated to serving the children of the world through community service. We offer individual and corporate memberships. An individual membership is great for people who are looking to build their personal leadership skills, network and make friends with like-minded people while serving children locally and throughout the world. A corporate membership offers the same opportunities. A corporate member's workplace benefits from being named a corporate sponsor of Kiwanis, while the individual representative enjoys the benefits of being part of a club. A corporate membership can be paid either by the company or the individual. Check with your supervisor or Human Resources department regarding your company's policy. Your company can have as many corporate memberships as it desires. If a corporate member leaves the company, your company simply chooses a new person to represent it at Kiwanis meetings and events. The company continues to pay annual dues but will not be charged a new-member fee for sending a new representative.

### **How It Works:**

Your corporation will be registered with Kiwanis International as a member of your local Kiwanis club.

A corporate representative of your choosing is designated as the Kiwanis club member. He or she attends meetings, fundraisers and service project and is eligible to hold board or officer positions, and to act as the club delegate at conventions. If the corporate member can't attend a meeting or event, another member of your organization can attend in that person's place. The replacement will not, however, be considered an actual club member unless they join.

### **Reasons To Join:**

- You become an advocate for your company, representing its point of view in decisions affecting your community. For instance, if your company is already involved with a community project, you will have a chance to encourage your club to join the company's efforts. Kiwanians often provide man-power or help fund existing community projects.
- You help your company demonstrate corporate social responsibility in your community. Consumers today are conscious of where they spend their money and prefer doing business with companies that give back to society.
- Your company develops an affiliation with a well-respected service organization. Kiwanians are known and respected around the globe for their generosity and ability to bring people and community partners together for the good of all.

Van Rensselaer Division  
Club Report Form for Castleton Club

Dated: November 5, 2019

Name of Club President Deb Charlebois  
Email for Club President scharlebois@nycap.rr.com

Do you have any membership development activities planned? If so, please indicate

February "meet + greet" at Samson's

Please provide information on any upcoming activities and/or fundraisers

- Nov/Dec
- Holiday giving program w/SCSD for local families in need
  - Bells of Life @ Crossgates (+ local business canister distribution) 12/8
  - Chicken BBQ fundraiser 1/26/20

If your club sponsors an SLP (Key Club, Circle K, etc.), please list any projects which have included members of your SLP, and how you maintain contact with your SLP

- Key Club / Builders Club: (ideation: Suicide Prevention Walk @ MHHS in spring)
- our Kiwanis club helped advertise + attended their Sr Citizen Prom 10/18
  - they worked with us at the 10/27 Chicken BBQ
  - they will be at Bells of Life on 12/8 with us
  - upcoming food drive in November for The Anchor

club liaisons w/ each SLP



Van Rensselaer Division

Club Report Form for East Greenburgh Club

Dated: November 5, 2019

Name of Club President Noreen Barrett

Email for Club President \_\_\_\_\_

Do you have any membership development activities planned? If so, please indicate

no, thinking about a membership know-how with Bob Laverge

Please provide information on any upcoming activities and/or fundraisers

In road into the Vanderheyden,  
Comedy Night - Mar 2020 ~~at Club~~  
American Legion East Greenburgh

If your club sponsors an SLP (Key Club, Circle K, etc.), please list any projects which have included members of your SLP, and how you maintain contact with your SLP

Yes Key Club at Ball's of Life  
Key club at K one day -  
Members communicate with SLP advisors.

Van Rensselaer Division

Club Report Form for RENSSELAER Club

Dated: November 5, 2019

Name of Club President DONNA ZOBRE BAXTER

Email for Club President DZBAXTER@NYCAP.RR.COM

Do you have any membership development activities planned? If so, please indicate

NOT YET

Please provide information on any upcoming activities and/or fundraisers

PAST ACTIVITIES: ① PANCAKE BREAKFAST - MONEY GOES TO THE SCHOLARSHIP AWARD - LEFTOVER FOOD DONATED TO THE SHELTER.

ATTENDED ② TRUNK OR TREAT; TRIPLED THE AMT. OF KIDS.

UPCOMING: DEC. 3 - BELLS OF LIFE.

BOY'S/GIRL'S CLUB CHRISTMAS PARTY TBD.

If your club sponsors an SLP (Key Club, Circle K, etc.), please list any projects which have included members of your SLP, and how you maintain contact with your SLP

BUILDERS CLUB: HELD A "THANK YOU CUSTODIAN DAY" TO THANK THEM ALL FOR THEIR HARD WORK WHICH IS NORMALLY NOT RECOGNIZED.

KEY CLUB: ① SPONSORED A HALLOWEEN DANCE THE FRI. BEFORE HALLOWEEN.

② HELD A BAKE SALE & SERVED AT THE PANCAKE BREAKFAST.

③ WILL BE HELPING FACE PAINTING AT CHRISTMAS IN THE CITY.

I AM THE LIAISON FOR KEY & BUILDER'S CLUB. BY EMAIL & I ATTEND THEIR MEETINGS ONCE A MONTH.

Van Rensselaer Division  
Club Report Form for Sand Lake Club  
Dated: November 5, 2019

Name of Club President Frank Lewandusky  
Email for Club President franklyncars@hotmail.com

Do you have any membership development activities planned? If so, please indicate  
A new Membership Chair has been appointed.

**Please provide information on any upcoming activities and/or fundraisers**

This Saturday we will partner with the American Legion, the VFW and a local restaurant and the monthly Spaghetti Dinner fundraiser will honor our veterans. All veterans and active duty personal can eat for free. Proceeds from the dinner will be donated to the local veterans organization.

In November and December we will continue our Holiday Food and Gift Basket Program. This will provide food, "Food Only" gift cards and gifts to local needy families at Thanksgiving and Christmas.

We are developing an Ice Fishing Derby for adults and children in January (ice day if needed in February.)

The club is very excited as we have purchased a new trailer to replace our Food Trailer and are in the process of outfitting it. The previous trailer is for sale if anyone is interested.

**If your club sponsors an SLP (Key Club, Circle K, etc.), please list any projects which have included members of your SLP, and how you maintain contact with your SLP**

Our club advisors are asked to attend the SLP meetings and report back to the club of the SLPs' activities and keep them informed of our upcoming projects that might be of interest to them. Many of the clubs are planning Food Drives to collect food for our Holiday Food and Gift Basket Program and some will volunteer to help sort and pack the food and gifts. One of the K Kids Clubs has made place mats for the Veterans Spaghetti Dinner and some of the K Kids have volunteered to help at the December Dinner and to sing holiday chorals.

Van Rensselaer Division  
Club Report Form for the Troy Club  
Dated: November 5, 2019

Name of Club President - Jim Prout  
Email for Club President - [jprout@aol.com](mailto:jprout@aol.com)

**Do you have any membership development activities planned? If so, please indicate**

We started the year at 35 members, and at our board meeting last night, approved the application of our 36th member. Our goal is to end the year at 40 members, or a net gain of 5 for the year.

We continue to have our happy hours on the 3rd Thursday of every month, which have been very successful in engaging and attracting new members.

We are also attempting to invite friends to service projects to get them acquainted with Kiwanis.

**Please provide information on any upcoming activities and/or fundraisers**

**Fundraisers:**

Annual Citrus Fruit Sale is currently ongoing.

Annual Chestnut and cider sale during the Victorian Stroll in Troy will be held on December 8th

**Service Projects:**

Joseph's House - providing mid day meal on November 23rd

Regional Food Bank - November 12 and December 18 - 6:00 PM to 8:00 PM

Bells of Life - December 13th

Salvation Army Christmas presents for families

**Social Events:**

Joint Service Club Holiday Party with Albany-Troy Lions and Lansingburgh Rotary on December 4th

Chestnut cracking party to prepare for Victorian Stroll - December 6th

Happy Hour - Brown's Brewery - November 21st

**If your club sponsors an SLP (Key Club, Circle K, etc.), please list any projects which have included members of your SLP, and how you maintain contact with your SLP**

Victorian Stroll - traditionally the RPI Circle K Club helps sell Chestnuts

Bells of Life - work with K-Kids from Carroll Hill School

Citrus Sale - working with K-Kids from Carroll Hill School and West Sand Lake Elementary

RPI Circle K - representatives from Troy Kiwanis and RPI Circle K regularly attend each other's meetings.