

**NY District
Circle K**

Secretary's Sidebar

Volume 4, Issue 2

May 2005

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Websites

Circle K

International:

www.circlek.org

**New York District
Circle K:**

www.nycirclek.org

Club Secretaries:

www.geocities.com/

DLTC 2005: Sky High for Service!

Hey Club Secretaries! Welcome to a special issue of Secretary's Sidebar! This is just a reminder that the District Leadership Training Conference is June 3-5, 2005 at Kamp Kiwanis In Taberg, NY. All Club Officers are highly encouraged to attend...that includes you!

This year's DLTC with the theme "Sky High for Service" will offer informative workshops, fun team building activities, and hands-on service projects. We will even be going to a drive-in movie and gathering around a camp fire to make s'mores! It's important to be there for all of the fun and excitement.

I will be there to personally train you on the ins and outs of filling out MPRFs and other Club Secretary duties. You can also learn about market-

ing, recruiting members, upcoming District events, planning for the fall semester, Kiwanis Family relations, strengthening your club, Circle K International happenings, and ways to get involved with the Governor's and District Projects.

In addition to all of the information you can take away from DLTC, you should also come for the chance to get to know your fellow Club Officers and members as well as new Circle K'ers. DLTC will give you the opportunity to meet the District Board (including me!), International Trustee Abbie, and even



some Key Clubbers and Kiwanians!

So, come to DLTC to learn more about Circle K, to meet new people, and most importantly, to have fun! The registration form and \$25 registration fee is due by Wednesday, May 25th! The registration form is included in this newsletter.

If 4 officers or 7 officers/ members total from your club are able to attend DLTC, your club will receive a coupon for a free ice cream social in the fall! Hope to see you there!!!

SKY HIGH FOR SERVICE



April MPRF Statistics and Service Hour Total

I would just like to thank all of you for the time and effort you put into filling out and sending in those MPRFs for April! Submitting MPRFs each month can be the most tedious job of a Club Secretary, but it is certainly the most important one! I am proud to say that 79% of the

28 active clubs in the New York District submitted MPRFs this month! In fact, all of them were on time as they were submitted on or before May 7th! However, only 56% of the MPRFs submitted were completely accurate. But worry not! A lot of you are new to the position of Club

Secretary and I will be helping you over the next few months to become more familiar with the MPRF. Overall, with your help, the District was able to reach a total of 3,155 service hours for the month of April! That is amazing and the highest yet for the New York District!

Announcing the 2005-2006 District and Governor's Projects!

2005-2006 District Project:

This year's District Project is "Inspiring Success: Motivating People with Special Needs." Circle K members throughout the New York District will be focusing on individuals with special needs. This can include any person of any age with a learning disability, physical disability, speech, language, or communication impairment, sensory impairment, medical difficulty, or an individual with an emotional or behavioral problem.

Some organizations you can work with to help out with the District Project include but are not limited to: Special Olympics, Federation for Children with Special Needs, Learn-

ing Disabilities of Central New York, The Mental Health Association in New York, Resources for Children with Special Needs, Inc., and Learning Disabilities New York City.

2005-2006 Governor's Project:

This year's Governor's Project is called "Giving Back to the Creatures Who Give Unconditionally." This project will focus on none other than the animals that provide us with comfort and support every day. Here are some organizations you can work with: Mayor's Alliance for NYC's Animals, Inc., Pets Alive, Little Shelter, Pets 911, and Rational Animal.



2005- 2006 District Goals

At the District Officer Training Conference in New Paltz, NY from April 22nd to the 24th, the District Board established the 2005-2006 District goals. Throughout the coming year, the District Board will be working



hard with Circle K'ers throughout the New York District to achieve and even go above and beyond the following goals:

1. To increase communication throughout the District on all levels; including but not limited to the club, division, and district levels.
2. To enhance the image of New York District Circle K throughout the Kiwanis Family.
3. To increase the attendance and quality of all District events.
4. To increase the strength of

New York District clubs by increasing membership.

5. To increase service hours to 27,500.



Changes to the MPRF Race

After reviewing the April MPRFs, I have noticed that it isn't fair to take off so many points in the MPRF Race for little mistakes made here and there on MPRFs. Thus, I am proposing to change the MPRF Race so that it is more fair to everyone.

Originally, on time MPRFs submitted accurately would receive 10 points, on time MPRFs submitted inaccu-

rately would receive 5 points, late MPRFs submitted accurately would receive 3 points, and late MPRFs submitted inaccurately after the 7th of the month would receive 1 point.

My proposed change would sepa-



rate accuracy and timeliness into two categories. For accuracy, a maximum of 7 points would be rewarded. For timeliness, a maximum of 3 points would be distributed. One point would be removed for each day late and a maximum of 3 points can be removed for submitting an MPRF late. Let me know what you think! The changes will go into effect soon!

Useful Tips to Help You with MPRFs

After reviewing the April MPRFs, I have compiled a list of some useful tips for you to remember when filling out future MPRFs:

1. Time spent at a Kiwanis Family meeting or a Circle K Divisional does not count as service. Only time spent doing a service project at one of these meetings counts as service.
2. As this is a new Circle K year, you can only report any service your club has done since April 1st. However, if you receive service hours from a member from a previous month during the 2005-2006 Circle K year, you can always send that to me in an e-mail. Just be sure to let me know which month it is from and also provide a description of what was done.
3. Be sure to fill out the heading of your MPRF, including the number of dues paid members that are currently in your club.
4. Service done outside of Circle K projects can be reported as well! Just be sure to provide a description of any individual service hours on the MPRF like you would do for any service projects done through your club.
5. Please make sure that the hours listed in the service project descriptions add up to the service hour total you provided at the start of the MPRF!
6. Talk to your Club President and other Club Officers to see what District Officers contacted your club. In addition, talk to them to get feedback on what you should write under the club progress questions.
7. When giving the number of hours completed for a service project, please include the total number of hours completed along with the number of members that participated.
8. Lastly, please send the MPRF to myself as well as Governor Helen and District Administrator Johnny K.



District Leadership Training Conference Registration Form

Registration forms, along with the \$25 fee, are due Wednesday, May 25. They are to be sent to:



Rich Hall
65 Shore Road
Glenn Cove, NY 11542



Checks can be made payable to NY District Circle K

If there are any reasons you cannot register at the above time, please contact either your Lieutenant Governor or Governor Helen Pollari at 917-379-8718 or nycirclek@gmail.com.

DLTC Registration Form

Name: _____ DOB ____ / ____ / ____ Sex: M F

Summer Address: _____

Circle K Club of: _____ Position: _____

Phone Number: _____ E-mail: _____

Dietary needs? Please explain: _____

Arrival Time: _____ Departure Time: _____

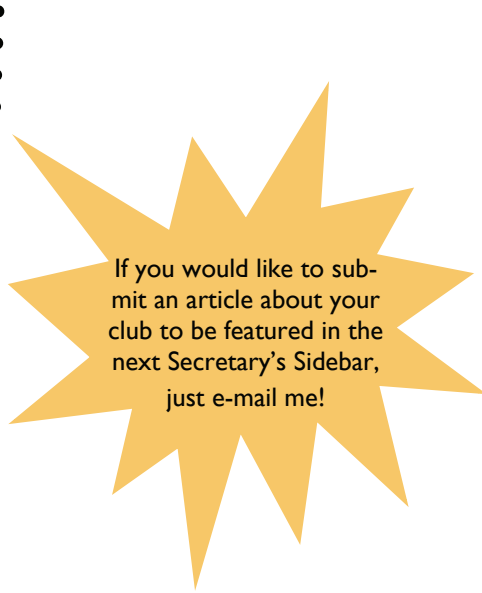

**Secretary's Sidebar
May 2005**

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NY DISTRICT CIRCLE K

Remember to check out the Club Secretaries website and reflector for helpful resources!

www.geocities.com/nydsecretary0506



Important Dates

**June 3-5:
DLTC at Kamp Kiwanis**

**June 7:
May MPRFs Due**

**August 8-12:
Large Scale Service Project**

**August 12-16:
International Convention**

**“A leader is one who knows the way, goes the way, and shows the way.”
~John C. Maxwell~**



LSSP 2005: Building Children's Futures, Piece by Piece

From August 8th - 12th, 2005, Circle K members will be coming together for the 5th annual Large Scale Service Project (LSSP) in Greensboro, North Carolina. Attending LSSP is about serving others, making a difference and meeting people from around the world. LSSP is truly a unique experience for all who attend and we hope to see each of you in Greensboro this summer.

In a venture to "Build Children's Futures, Piece by Piece", this year's project will include several types of service. The tradition of having the large scale service project support the service initiative and focusing on children is also continuing this year. Members attending LSSP 2005 will be creating a mile long nature trail, as well as completing several other small tasks assigned by the Guilford Child Development Center (GCD).

The GCD is a head start program for local children and involves families and professionals in the Greensboro community. It provides a learn-

ing environment that helps children develop socially, intellectually, and physically. Guilford's goal is to provide services that enable families to meet their goals and nurture their children. Along with creating the mile-long nature trail, members in attendance will be helping run a wellness and safety fair for families associated with the GCD and the local community.

Some quality time is scheduled for participants of LSSP to reflect on the experiences they have had and bond with other Circle K members. Each day there will be events and time allocated for members to hang out and get know each other. Some of the events planned for the week include ice breakers, team building activities, no-limit Texas Hold em' Poker night, and much more.

LSSP includes three days of service, capped off with an entire day of fellowship. This year Fellowship Day will be located at Country Park, which is recognized as a National Historical

Landmark. Its history dates back as part of the site of the Battle of Guilford Courthouse during the Revolutionary War. The park offers a display of recreational activities such as cultural, physical and social activities. Fellowship Day at Country Park will include some planned activities in the morning, a great lunch and then some free time to explore the area or relax in the afternoon.

LSSP kicks off the night of August 8th and goes through the afternoon of August 12th. Attendees will be accommodated for 5 nights at the Quality Inn and Suites in Greensboro. Breakfast and lunch is to be provided for all four days of the event as well as transportation to and from the work site location. Attendees can also plan on dining together several evenings throughout the week.

LSSP Website: www.lssp2005.bravehost.com