

Ruudvdp@gmail.com

From: "Dayanah Sobrun" <1920division26d@floridakeyclub.org>
Date: Friday, November 8, 2019 9:04 PM
Cc: "Zone K Group" <zonek@floridakeyclub.org>; "Donna Parton" <admindonna@floridakeyclub.org>; "Stara D'Haiti" <governorstara@floridakeyclub.org>; "Sarah Mellinger" <1920executiveassistant@floridakeyclub.org>; "William An" <1920editor@floridakeyclub.org>
Subject: Dayanah's Diary: November Edition

This e-mail has been blinded-copied to club members and advisors.



Dear Division 26D,

I hope you are all doing great and are all excited to continue service, especially with our new members on board! November is a great time to work on holiday-oriented projects that benefit our community. Look out for a recap of Division 26D's Key Club Kick-Off Conference (KCKC) that took place on November 2, 2019, in the December 2019 MEB! This MEB contains important information, so please take the time to read it carefully.

Secretaries, please forward this MEB to your members!

H A P P Y R E A D I N G !

Yours in service and friendship,



Dayanah Sobrun

2019-2020 Lieutenant Governor Division 26D

Florida District of Key Club International, Inc.

mobile: +1 (345) 326-0624

email: division26d@floridakeyclub.org

site: www.floridakeyclub.org



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Key Clubs and Sponsoring Kiwanis Club

Division 26D is comprised of the following clubs:

Cayman Prep & High School

Date of Charter: July 23, 2003

2018-2019 Paid Members: 29

Faculty Advisor: Allison Smith

Kiwanis Advisor: Tonica Williams

President: Lily McGrath

Email: lily_rose.mcgrath@cayprep.eu.ky

John Gray High School

Date of Charter: November 8, 1984

2019-2020 Paid Members: 30

Faculty Advisor: Maxine Eldemire

Kiwanis Advisor: Jodi Wisdom

President: Caleb Feare

Email: caleb.feare205@gmail.com

Triple C School

Date of Charter: December 21, 1987

2019-2020 Paid Members: 52

Faculty Advisor: Stephany Blake

Kiwanis Advisor: Linda Key

President: Krista Buck

Email: kristabuck28@gmail.com

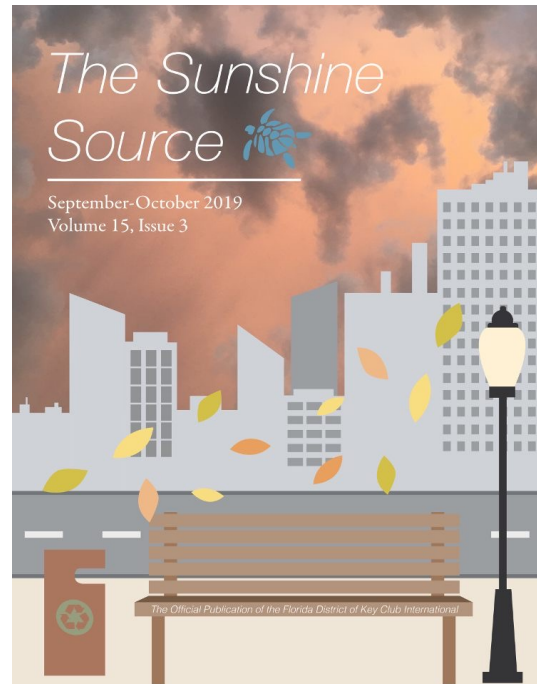
September-October issue of *The Sunshine Source*

Below is the link to the September-October issue of *The Sunshine Source* for our service year! This is an electronic bi-monthly newsletter for the Florida District of Key Club International.

Our thoughtful District Editor William An gave us a special place in the newsletter so we can share with the rest of the Florida District what we have been doing here on

the island.

You can view the "Cayman Islands Spotlight" in *The Sunshine Source* on page 16.

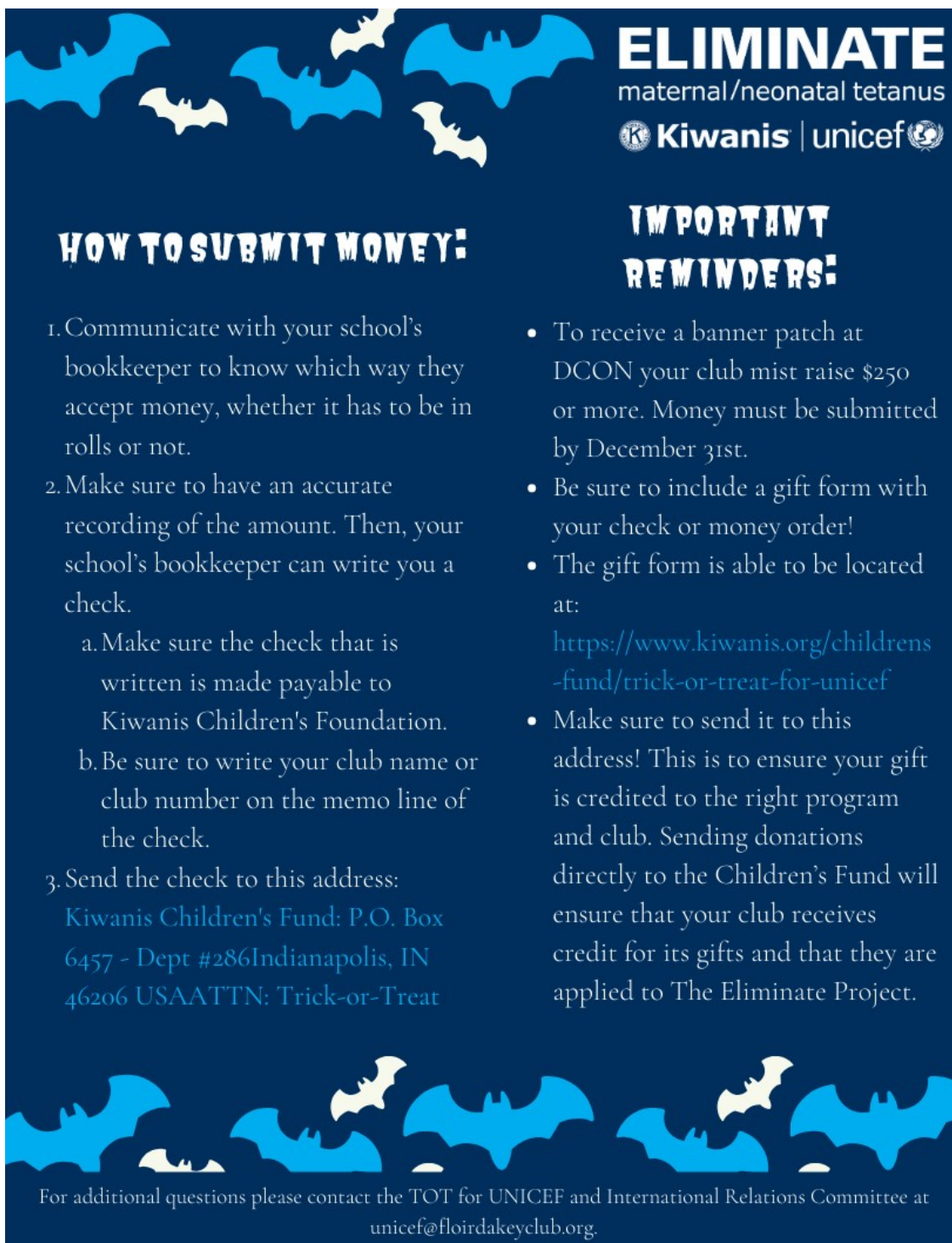


The Sunshine Source

TRICK-OR-TREAT FOR UNICEF



The Florida District of Key Club International's goal to raise US\$66,818.29 for The Eliminate Project as part of our pledge we made 5 years ago. The Eliminate

Project's focus is to eliminate maternal and neonatal tetanus, a disease that is contracted during childbirth due to an unvaccinated mother being exposed to unsterile instruments and contact with the ground or other unsanitary objects during birth. Money fundraised for the ELIMINATE Project must be submitted by December 31st in order to receive the banner patch.



ELIMINATE

maternal/neonatal tetanus

 **Kiwanis** |  **unicef**

HOW TO SUBMIT MONEY:

1. Communicate with your school's bookkeeper to know which way they accept money, whether it has to be in rolls or not.
2. Make sure to have an accurate recording of the amount. Then, your school's bookkeeper can write you a check.
 - a. Make sure the check that is written is made payable to Kiwanis Children's Foundation.
 - b. Be sure to write your club name or club number on the memo line of the check.
3. Send the check to this address:
 Kiwanis Children's Fund: P.O. Box 6457 - Dept #286 Indianapolis, IN 46206 USA
 ATTN: Trick-or-Treat

IMPORTANT REMINDERS:

- To receive a banner patch at DCON your club must raise \$250 or more. Money must be submitted by December 31st.
- Be sure to include a gift form with your check or money order!
- The gift form is able to be located at:
<https://www.kiwanis.org/childrens-fund/trick-or-treat-for-unicef>
- Make sure to send it to this address! This is to ensure your gift is credited to the right program and club. Sending donations directly to the Children's Fund will ensure that your club receives credit for its gifts and that they are applied to The Eliminate Project.

For additional questions please contact the TOT for UNICEF and International Relations Committee at unicef@floirdakeyclub.org.

The Eliminate Project Digital Booklet

T-O-T 1 minute speeches

T-O-T Canister Wrapper

TEP Facts

Dues Deadline

Early Bird Dues are due November 1st. Congratulations to the following clubs who have already submitted their dues:

- Clifton Hunter High School
- John Gray High School
- Triple C School

As there were some difficulties with accessing the MUC system, that has now been corrected, Key Club International announced that **all dues received before November 15 will be counted as Early Bird Dues.**

Regular Dues are due December 1st.

If you have any questions or concerns, please feel free to visit the floridakeyclub.org website by clicking on the button below, contact me, or District Treasurer Aamir Lacewala at treasurer@floridakeyclub.org.

Dues

As the school year starts its time to start submitting dues. Early Bird Dues are due **November 1st** while Regular Dues are due **December 1st**. Dues TAKE TIME so make sure you start early.

1. Round up information from each member, including email addresses and expected year of graduation.
2. Log in to the Membership Update Center update officers and club membership, add new members, retain returning members, and remove members who have left.
3. Submit payment online, or print invoice and pay by check.

When sending a check, make sure you send it at least two weeks before the deadline. If you have any questions don't hesitate to reach out to me.

Dues

Key Club Week



Key Club Week gives you the opportunity to show your communtiy what Key Club is truly about. Service. I hope you all placed an emphasis on service, to promote Key Club within our homes, schools, and communities each day and make Key Club a household name.

Please make sure to send me any pictures of activities that you all participated in this week!

Email me now!

Clubs Newsletter

Your club editors should be making a monthly club newsletter (electronically or otherwise). In the club newsletters, be sure to include the following:

- A name for your monthly newsletters
- The Key Club pledge and moto
- Your club meeting date, time and locations
- Photos and details about projects done in the previous month
- Upcoming projects/events

If you prefer for your club newsletters to be electronic, i recommend using <https://mailchimp.com>. **Remember to always be following the Key Club graphic standards!** Here are some other websites that can help you make your monthly issues look the very best!:

- <https://www.canva.com/>
- <https://fontjoy.com>
- <https://www.canva.com/font-combinations/>
- <https://colorpalettes.net>
- <https://html-color-codes.info/colors-from-image/>

Graphic Standards

The District Editor William An (editor@floridakeyclub.org) has requested for every club to send him the newsletters. Remember to CC Zone Administrator Dawn Campbell (aazonek26@floridakeyclub.org) and me (division26d@floridakeyclub.org) on the email!

DCON Theme

And the DCON 2020 theme is... **TIMELESS TALES OF SERVICE!**



DCON offers attendees leadership training, shared experiences with members of other clubs, and a better understanding of Key Club International which cannot be experienced on only the club level. These experiences are provided in a highly motivational and socially enjoyable environment that will inspire attendees as they return to their home clubs and carry out the mission of Key Club. Clubs and members also earn awards reflecting their service year.

When: April 2 - April 5, 2020

Where: Rosen Shingle Creek

Cost:

CI\$500

For more information, please contact me or Mr Ruud at ruudvdp@gmail.com

Begin fundraising now!

Registration now opens in early January 2020 and closes February 19, 2020





DCMs/Divisional Projects




ALL RESIDENTS WELCOME!

BEACH AT
SAFE HAVEN

SUNDAY
NOV 10TH

8 AM
START TIME

PARKING NEXT TO
N SOUND GOLF CLUB

SOME CLEAN UP TOOLS PROVIDED

BRING GLOVES

ICED WATER PROVIDED
BRING A REUSABLE WATER BOTTLE

PIRATES WEEK FESTIVAL
SAY NO TO PLASTIC

PLASTIC FREE CAYMAN

Make sure to continue checking your emails and WhatsApp group chat for updates on our Divisional events!

Service Ideas

MONTHLY ENVIRONMENTAL AWARENESS

Earth Education!

- INVASIVE SPECIES FACTS -

**PROBLEM:**

- There are over 200 invasive plant species in Florida, that alter plant communities and cause ecological damage.
- Invasive animal species have a much wider and obvious effect on the environment, costing \$100 million in damages a year from harming local ecosystems.

WHAT YOU CAN DO:

- Help State Parks and the city by offering to remove invasive plant species in your local parks.
- Plant native plant species in your garden/yard!
- Make birdhouses to support native animal species!



MADE BY GOVERNOR'S PROJECT COMMITTEE

- **Beautification:** Clean up your school's garden or find a nearby elementary/middle school and offer to beautify their garden(s).
- **Making Environmental Bookmarks:** Designing bookmarks with environmental facts and encouraging others to be environmentally friendly.
- **Nursing Home Visit:** Visit a nursing home where you can either play

instruments/ sing to the residents, talk to them, and /or play board games with them.

- Making Cards: The holidays are a great time to make cards for veterans, the elderly, or those in the hospital.

Below is a link that directs you to the Key Club International website with more service ideas.

Key Club Service Ideas

As always, be sure to invite me to any meetings and projects you have, I'll try my best to attend and support you all!

Updating OIFs

Thank you for 100% submission of OIFs!

If any of your contact details are changed in the future, be sure to inform your club secretary so they can update the OIF with the updated information.

Important Note: Even though secondary positions are on the OIF, only one person for each position is applicable for the position's award.

Example: your club can have two secretaries but only the primary secretary will be applicable for the Distinguished Secretary Award.

Officer Information Form

Pride Report Deadlines

The November Pride Report is due on the 10th of October.

Please ensure that they are submitted by the 8th as I would like to go over them with the secretaries! Click on the button below to access Keymmunity.

Keymmunity

Club Bylaws



WHY USE CLUB BYLAWS?



Club bylaws indicate the **basic structure** of how Key Clubs must operate. They are the ultimate resource a club should turn to in order to understand the **responsibilities** of running their club. If your club does not have Bylaws, cannot find them, or has any questions about them, **contact** your Lieutenant Governor.

5 REASONS TO USE BYLAWS

ONE

Bylaws help Key Club officers understand their responsibilities.

TWO

Bylaws ensure successors have the right tools to carry out their job in future years.

THREE

Bylaws can be amended to fit the needs of each club.

FOUR

Bylaws allow all members to have a voice and an opinion in their club.

FIVE

Bylaws are the operational guides to all Key Clubs around the world.

Follow the steps below to update your club bylaws:

1. Click on the button below. This will direct you to Documents and Resources on the Florida Key Club Website.
2. Under *Policies & Procedures*, click on *Club Operations* and then on the

link called *Club Bylaws*.

3. Use the template to review and update your club bylaws with your board members and advisors.
4. Scan the document and send it to Kiwanis International (slpcharter@kiwanis.org). Be sure to CC your advisors, Zone K-26 Administrator Dawn Campbell (aazonek26@floridakeyclub.org) and me (division26d@floridakeyclub.org) in the email.

Documents & Resources

Ways to Grow Clubs

Key Club Display Boards: Create/Decorate a display board near the location of where your Key Club meetings take place (or otherwise) to attract more potential members!

School's Bulletin: If your school has a newsletter, ask if Key Club can have a spot (as big as a page or even as small as a corner) to talk about Key Club!

Posters: Keep your school community updated with the events taking place by putting up posters on the walls, or even in classrooms.

Talk about Key Club in assemblies: Ask your principal if you and your club can dedicate 10 minutes about Key Club.

Social Media Promotion: Manage your club's Instagram/ Twitter account to promote your meetings, events, and for students to pay their dues in order to join.

Morning Announcements: If your school allows, go on your morning announcements to promote Key Club and your meetings.

Florida Opportunity Fund & Youth Opportunity Fund

The **Florida Opportunity Fund (FLOF)** is a grant for service projects only available in the Florida District. FLOF can give clubs up to 2/3 of the money necessary for service projects; however, schools must provide 1/3 of the amount they wish to receive.

The amount of money you can get ranges from \$100 to \$1,000. Your club must be in good standing, meaning it has submitted most Pride Reports on time, completed the OIF, paid dues, and is active in service projects and divisional/district events.

The applications for the 2019-2020 year will open soon so start planning ahead!

The Youth Opportunity Fund (YOF) grants are Key Clubs and/or individual club members. Grant amounts between \$100 to \$2,000 may be requested and applications must be submitted online by October 15 at 11:59 PM, EST.

For more information about FLOF & YOF, click on the links below.

FLOF & YOF

YOF Information

Fundraising Ideas

THE ENDOWMENT COMMITTEE PRESENTS....



FUND FACT!

NOVEMBER EDITION

HOW CAN I GET MY CLUB INVOLVED?

Below are some easy and effective fundraisers that you and your club can participate in to support the Endowment Fund!

Happy Dollars – At club meetings, ask everyone to donate a dollar (or more) and say something that they're happy about."

50/50 Raffle – Sell raffle tickets and At the end of the day, the winner gets half of the money earned, and you keep the other half.

"Junk" Donations – Some stuff isn't worthy of a garage sale, but it's still worth money. Have community members donate their used ink cartridges, defunct electronics and old magazines. You can resell these to recyclers for a profit.

"Extra Change" Box – Create boxes for your friends/family and have them place it on their dresser. At the end of the day, they can drop spare change in the box. Gather the boxes and count the money!

Divide and Conquer – Ask 10 of your friends to contact 10 of their friends to ask 10 of their friends to donate \$10 each to help raise money for you.

Jars Everywhere – Place a jar in every classroom at your high school and kindly ask teachers to promote donating to the Fund at the beginning of a class period. Collect jars and money!

KEY CLUB
FLORIDA DISTRICT
ENDOWMENT FUND
A 501(c)(3) charitable organization



THE ENDOWMENT FUND:
FUNDING OUR FUTURE

OFFICIAL PUBLICATION OF THE 2019-2020 ENDOWMENT COMMITTEE

FUNDRAISING IDEAS

School Supply Sale: Sell school supplies such as pens, pencils, rulers, etc on campus as students may not be prepared for their classes!

Bake Sale: Ask you Key Clubbers to bring some yummy baked goods and sell them during break and lunchtime.

Please remember that you can start fundraising for DCON!

Connecting With Kiwanis Family

CONNECTING WITH KIWANIS FAMILY

| kiwanisrelationseffloridakeyclub.org

KIWANIS

- Invite to service projects
- Volunteer at their projects
- Attend meetings

AKTION CLUB

- Attend their projects
- Create joint projects
- Attend meetings

CIRCLE K

- Invite to service projects
- Coordinate CKI
introduction for seniors
- Attend their projects

KIWANIS KIDS &

BUILDERS CLUB

- Attend their meetings
- Tutor on different subjects
- Train the new officers
- Create joint projects



Connect with your Kiwanis Family Branches! Ask your LTG or contact us for assistance.

Happy Birthday!

NOVEMBER BABIES,

Happy birthday!

Nov 3 - **Sherika McPherson** (Treasurer of CHHS)

Nov 5 - **Gabriella King** (Vice-President of Triple C)

Nov 11 - **Peter Harper** (Member of JGHS)

Nov 24 - **Jessiann Miller** (Secretary of CHHS)

Nov 24 - **Meaghan Fowler** (Secretary of CPHS)

Nov 25 - **Diamond White** (Webmaster of JGHS)

Nov 25 - **Nilakni Jayasekera** (President of St. Ignatius)

Happy 35th Anniversary!

JOHN GRAY HIGH SCHOOL

NOVEMBER 8, 2019

Executive Committee & Zone Administrators Contact Information

District Governor

Stara D'Haiti

+1 (305) 399-3350

governorstara@floridakeyclub.org

Young Women's Preparatory Academy

District Treasurer

Aamir Lacewala

+1 (321) 338-0713

treasurer@floridakeyclub.org

American Heritage School

Executive Assistant

Sarah Mellinger

+1 (954) 805-3257

executiveassistant@floridakeyclub.org

Deerfield Beach High School

District Administrator

Donna Parton

+1 (954) 610-7172

admindonna@floridakeyclub.org

Kiwanis Club of Gold Coast Knights

Zone K-25 Administrator

Svetlana Nudel

+1 (305) 799-8201

aazonek25@floridakeyclub.org

Kiwanis Club of North Miami Beach & Sunny Isles Beach

Follow our Social Media!

Follow Key Club International!



Follow the Florida District!



Follow the Kiwanis Club of Grand Cayman!



Follow Division 26D!



Florida of Key Club District Office

Florida District of Key Club
1205 West Airport Blvd
Sanford, FL 32773
407-324-9800
www.floridakeyclub.org

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|LIST:ADDRESSLINE|

