

Fall 2015



The Carolinas Blueprint

Christmas for Children

Reminders:

- Communicate with your Lieutenant Governor!
- Submit entries for Spotlight on Service
- Submit a club monthly report by the 5th of each month

The Blueprint is a quarterly publication produced by the Carolinas District every season with messages directly from its district officers.

Every year, Key Clubbers in the Carolinas raise money for the Boys and Girls Homes at Lake Waccamaw's Christmas for Children. As a reminder, the Boys and Girls Homes is our district project. Its purpose is to take in children who have been abused or neglected, give them a more loving home, and help them get back on their feet. Christmas for Children goes to-

ward this goal of showing children love who haven't had enough in their past: for many children, this may be the first time they receive a Christmas gift. By fundraising with your club, you

can help provide clothes, sporting goods, toys, computers, and learning aids for children at the Boys and Girls Homes.

You and your club can make a difference for many children this Christmas season. We would love to see each club raise \$100 for this cause, but challenge yourself to raise even more! Thank you for your continued support of our district project!



Key Club Week

Key Club Week is approaching quickly! On the week of November 2nd-6th, Key Clubs all over the world will participate to show their Key Club spirit. These are the theme days:

Monday: Show your K. Wear Key Club gear and spread the word about Key Club. Start a movement to increase your club's membership!

Tuesday: Kudos to the Key Players. Personally thank all of the influential Key Club supporters you know. Don't forget your faculty and Kiwanis advisors!

Wednesday: Dare to Care. Plan a service project to support one of our three preferred charities, Children's Miracle Network, March of Dimes, and UNICEF.

Thursday: Random Acts of Kindness. Speaks for itself! Buy someone lunch or just compliment someone out of the blue.

Friday: Connect the K's. Plan a way to connect with local Kiwanis family club. For example, consider holding a service project with a local Circle K, Kiwanis, K-Kids, or Builders Club.

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The District Website

If you're reading this online, you already know about the Carolinas district website—www.carolinaskeyclub.org. If you're reading this on paper, you might or might not know, but either way, have you taken the time to explore all of its features?

Aside from general Key Club information, you can also find out how to contact

the district officers, including your division's Lieutenant Governor. The website is also where all of the district events' registration materials will be posted. (Next will be District Convention, so be on the lookout for that!) You can also find the club monthly report form, which clubs are asked to submit each month to track

their progress. Under the service tab is information about all of the charities Carolinas Key Club supports. You'll also find the Spotlight on Service submission form there. Additionally, under the resources tab, you will find information about dues and scholarships as well as ceremony scripts and advisor tips.

Rustic Pathways



For over 30 years, Rustic Pathways has provided the opportunity for service trips around the world. With many programs designed specifically for high school students, Rustic Pathways allows high school students to visit nations around the world, have a truly unique

experience, and improve the community they're visiting while doing it.

As a co-sponsor of Key Club International, Rustic Pathways has created a trip to the Dominican Republic specifically for Key Clubbers. However, you can

choose any of the over 90 programs Rustic Pathways offers. Registration is first-come, first-served, so now is the time to sign up even though trips might not happen for a while. You can also invite a representative to speak at your next Key club meeting.

Trick or Treat for UNICEF



Every fundraiser, UNICEF's big fundraiser is Trick or Treat for UNICEF, which generally involves children asking for change instead of candy on October 31st. For the past five years, our contributions to this have gone to the Eliminate Project,

which provides vaccinations against maternal and neonatal tetanus for women. This year, our contributions will also go to the Eliminate Project. If you participated last year, your club will automatically be sent Trick or Treat boxes, and if you're attend-

ing Fall Rally, you will get boxes there. If neither applies to your club, you will have to order boxes special.

If you don't want to trick or treat, you can still support the Eliminate Project this Halloween season by holding a fundraiser.

GOVERNOR'S GAZETTE

Fall 2015

A MESSAGE FROM YOUR GOVERNOR

Greetings Carolinas!

The new school year is officially up and running, and your club should be holding meetings, collecting dues, executing service projects, and fulfilling other plans geared towards a successful year. This season may be stressful, but recall the reason you made this commitment to Key Club. Let this organization be an escape. Take the time to go outside and make a difference in your homes, schools, and communities.

In addition to serving, take the time to improve yourself by growing as a servant leader. Visit your local Kiwanis Club, register for Kiwanis Family Conference, and attend District Convention. No matter how you choose to grow I cannot wait to see what you and your club accomplish this year at our District Convention March 11-13, 2016.

Yours in Service,
Nishi Gadireddy

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- PRESIDENT'S DUTIES
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- PLANNING A SERVICE PROJECT



ELIMINATE UPDATE

The Eliminate Project has successfully raised 100 million US dollars. This means that collectively, the Kiwanis Family will help save and protect more than 55 million lives around the world. As we celebrate keep in mind that we still have 10 million US dollars left to raise in order to reach our initial goal. Additionally, Key Club has already pledged 3 million dollars at the 2015 International Convention to help this cause. A great way Key Club can do its part is by actively participating in Trick or Treat for UNICEF. Clubs can now order boxes from the Kiwanis International store to get a head start on fundraising.

CLUB PRESIDENTS DUTIES

Carolinas District Club Presidents, you have been selected by your club to serve as the leader for the 2015-2016 year. Throughout your term you will encounter obstacles which will put your leadership skills to the test. Below are few tips which will help you have a productive year:

Hold meetings consistently on a regular schedule to increase the percentage of attendance. To stay on task prepare an agenda so your meetings are effective and efficient.

Promote attendance to district events like Fall Rally, Kiwanis Family Conference, and District Convention. These inspirational gatherings could be the push your club needs to stay active.

Delegate responsibilities to the remainder of your club's board to manage the workload. Establishing a strong system at the beginning of the year will ensure your club is always performing at its highest potential.

Contact your Lieutenant Governor with any questions you may have or conflicts that have risen in your club. They will provide you with valuable information that will help you lead your club to success.



CHILDREN'S MIRACLE NETWORK: EXTRA LIFE

Kiwanis has recently announced that they will increase their support for the Children's Miracle Network through Extra Life. Similar to a charity walk or run, Extra Life will set up your own personalized fundraising page to collect donations. However, instead of running outside in the sun you play your favorite online games. Create a team and join Extra Life on November 7th for their official game day!



PLANNING A SERVICE PROJECT

The process of planning a service project can get difficult at times. However, service projects can help your club get the service hours they need while bonding with other members. Here are some ideas to help you plan your next service project!:

Find a problem in your community that needs to be addressed and brainstorm ways you can help. For example, collecting blankets and jackets for homeless individuals so they can stay warm during winter.

Select a time and day that will allow a majority of club members to attend. Unlike meetings, service projects can take anywhere from an hour to three hours depending on the activity. Therefore, having service projects after school on Friday or during the weekend will result in higher attendance.

Make it fun and exciting so members will keep coming back for more. Happy planning!



KEY NOTES:

- **Punctuality is Key!**
Keep up with your board meeting minutes and have them sent to your board within 3 days!
- **Kiwanis Family Conference!**
Bring your Key Club and join us in the mountains for Kiwanis Family Conference!
- **Reports!**
Submit your Club Monthly Report by the 10th of every following month!
- **The 3 Be's!**
BE willing, BE consistent, and BE diligent with your duties and you will have no regrets this year! Hard work goes a long way!

Rahman's Report

VOLUME 1, ISSUE 3

OCTOBER 2015

Letter from Your Secretary

Key Club Secretaries,

Welcome to the new year of service! Earlier this year, I asked you all to reflect on your accomplishments from the 2014-2015 Key Club year, but now it's game time. Now that you have some concrete goals in place for what you would like to accomplish, it is time to take action and reach those goals. DO NOT let these goals go to waste, because you chose those goals for a reason. You chose those goals to improve your Key Club, and if you find yourself deviating from these goals throughout the year, remember your motive: to improve your Key Club. This will help you keep your drive if you start to lose sight for success. Above all, just remember the 3 Be's and you will start and finish with great success—be willing, be consistent, and be diligent! Before you know it, those goals will not even be goals anymore; they will BE reality! If you ever have any particular questions about your role as secretary, you can always reach out to me as well! You can find my contact information at the end of this issue of the Carolinas Blueprint.

**Your Carolinas District Secretary,
Tarif Rahman**

District Convention 2016

District Convention is an annual event that celebrates a year's worth of service over the course of just two days! Mark your calendars for March 11-13, because this year's Convention will be the best yet! For Key Clubs who have never attended District Convention, I highly

encourage you to bring your Key Clubs to this year's event! At Convention, Key Clubbers are provided with opportunities to foster long-lasting relationships, create meaningful memories, and even run for district office! The best part about Convention is that it has contests for just about every individual,

from the skilled orator to the brilliant artist. It is indeed your ideal approach to developing membership and having fun simultaneously, so start promoting NOW!

I hope to see you there!

~Tarif Rahman

Club Monthly Reports



Questions?

Ask away at
SEC1516@carolinaskeyclub.org

Key Club Core Values:

- ◆ Inclusive-ness
- ◆ Leadership
- ◆ Character-building
- ◆ Caring

Key Club Secretaries, Submitting your club monthly reports is ESSENTIAL to maintaining accurate records of your monthly happenings. Not only do these reports provide the district with a direct understanding of your success, but the same reports also allow you to track your Key Club's progress in an efficient manner. Submitting your monthly reports can additionally help you compile your Key Club's annual achievement report in time for District Convention!

Want to start submitting your reports? Visit carolinaskeyclub.org and visit the Reports section!

Carolinas' Social Media



Follow Carolinas District Key Club for updates!



Follow @CarolinaKeyClub



Stay tuned with CarolinasKeyClub!

Secretary Duties— The MUC

The new year is finally upon us, and it is important that we start it off strong. All secretaries know of the basic documentation duties, but some of may not know of what is called the Membership Update Center(MUC). The Membership Update Center is essentially a mass database available to all Key Clubs to update their annual Key Club membership. Updati

ing membership with the MUC is VITAL and will consume a significant amount of time, so I have provided a step-by-step process of how to use the MUC below. Start now, secretaries!

- Meet with your advisor and search "**keyclub.org**".
- Hover over "**LEAD**" and click "Membership Update Center".

- Have your adviser create a login and politely request the login from him/her so that you may help update the membership; you know your peers better than your advisor, so don't be shy to take the lead!
- Update your membership completely and accurately!
- Proofread and have your advisor submit the invoice!

The Big Green Help

Nickelodeon's The Big Green Help project aims to promote eco-friendly practice amongst the youth. Starting out as a mere idea, The Big Green Help soon became a TV show on the Nickelodeon network in 2008 and is now an international projects and a commen-

-dable proponent of reducing, reusing, and recycling. Want to learn how you can support the project?

Visit
<http://www.nick.com/games/bgh-games/nicktoons-global-multiplayer.jhtml>
 for additional information!



McLean's Memoir

Carolinas District

[Edition 1, Volume 3]

A Message from your Treasurer

Hello, Key Clubbers, I hope you are all having a fantastic start to your academic school year. I know that things may be a little chaotic during the beginning of the school year, but hopefully things are beginning to steady out for you and your school's Key Club. I cannot wait to see you all of you in a few short weeks at Fall Rally. If you have any questions about how to register for Fall Rally please feel free to contact me. The registration deadline has passed, however, we are accepting walk-ups on the day of Fall Rally. If your club has not paid for Fall Rally but would still like to be a part of this wonderful experience please come on out! All you have to do is make sure that you bring the proper payment

Fundraising Ideas

Here are just a few ideas of what your club could do to raise money!

with you. This is going to be another great year for the Carolinas. Make sure you take the time to utilize the resources provided to you to help you become more involved with the Carolinas Key Club on the district level. Keep up the great service, Key Clubbers!

Yours in Service,

Samantha McLean

Carolinas District Treasurer



Dates to Remember:

- **Fall Rally; October 11, 2015**
- **Kiwanis Family Conference; November 6-8**

- Old Book and CDs Sale
- Pancake Breakfast
- Barbecue Dinners
- Sell Valentine's Day Flowers
- Talent Shows

Role of Club Treasurer

The club treasurer's duties are very important because they involve managing the club's money, the collection of dues, any money raised for charity, and the distribution of funds.

Duties and Responsibilities:

- Collect membership dues. Cooperate with the club secretary to pay dues and update the clubs membership roster in the online Membership Update Center.
- Prepare the club's budget, present it to the club's board for approval, and ensure that club activities adhere to the budget.
- Maintain accurate financial records throughout the year to be reviewed at any time by members, other officers, or school administration.
- Transact business through a bank or school account.
- Inform the club of its financial strengths and weaknesses.
- File appropriate forms with the Internal Revenue Service by February 15.
- Inform the sponsoring Kiwanis Club of the Key Club's financial status.
- Disburse funds and pay bills promptly as approved by the board of directors.
- Reconcile bank statements.
- Bill members for unpaid dues.
- Deposit club funds.
- Understand school and club policies regarding financial accounts for student organizations.
- Attend club meetings.

Importance of Dues

Dues are important because they go towards the following:

Key Club Magazine

- Issued directly to clubs from Key Club International
- Provides information from the international level
- Officer training material
- Clubs receive officer training resources and planning calendars each spring
- Marketing and promotional videos
- Resources aimed to promote new membership

Membership

- Membership pins and cards that new members receive

Mailing to Clubs

- Clubs receive various mailing including the District Mailing

Scholarship Programs

- Aiding in education for deserving members

Ex: Robert F. Goodwin

Awards for Districts and Clubs

- To honor the hard work and achievements of Key Clubs

Liability Insurance

- Protect and cover any medical expenses while under the supervision of the organization

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Contact Information:

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Phone Number: (910)-584- 7764

All contact information can be found online at:
[www.carolinaskeyclub.org/ district-officers](http://www.carolinaskeyclub.org/district-officers)

Spotlight on Service

Morrisville Elementary Fall Festival 2015

After helping set up the afternoon before, on September 25th, 2015, dozens of Key Clubbers from Green Hope High School Panther Creek High School showed up to host a fall festival for local children that benefitted the Morrisville Parent Teacher Association. Volunteers per-

formed a variety of tasks, the main one being supervising activities like board games, bowling, corn hole, and a cake walk. The group also had set up various stations for the children to enjoy, including a craft room, a dance party, a hair-spray station, a friendship bracelet making station, a

lego room, and a Home Depot crafts section. Volunteers also helped with line management for gym activities, including rock climbing and various sporting activities. The work of these Key Clubbers helped provide a great evening for these children as well as fundraising for the PTA!



Bowling for Babies

To raise money and awareness for March of Dimes, a Key Club preferred charity, West Carteret and Crotean Key Club held a bowling event. Prior to the start of the event, Key Clubbers approached potential sponsors, who donated to March of Dimes in exchange for acknowledging the compa-

ny as a sponsor on posters and banners related to the event. On the day of the event, the community came together at the local bowling alley. For \$25, participants received two bowling games and shoes as well as a \$10 game card. During the event, Key Clubbers informed participants about

Key Club and March of Dimes and collected contributions, while their sponsoring Kiwanis club sold tickets for a 50/50 raffle.

All in all, the event raised around \$1000 for March of Dimes while also having fun and spreading the word about this charity!



Submit to Spotlight on Service!

Has your club done any interesting and impactful service projects lately? Would you like to see them featured in the Blueprint or on the Carolinas website? Consider submitting your project to Spotlight on Service! To submit a project, go to www.carolinaskyclub.org/spotlight-on-service/

and fill out the form at the bottom of the page.

As a reminder, it's worth submitting even if you don't think your club's project is that impressive—we might think differently! Your project need not raise

millions of dollars for one of the preferred charities; as long as it is meaningful service, it has a place in Spotlight on Service.

Remember that other clubs can also benefit from learning about the projects that your club has done!

Through Spotlight on Service, you can draw inspiration from what other clubs have done and inspire others through what your club has done!



carolinaskeyclub



Carolinas District Key Club



@CarolinaKeyClub



CarolinasKeyClub



carolinaskeyclub.org

Save the Date

Early Bird Dues Deadline	November 1st, 2015
Key Club Week	November 2nd-6th, 2015
Kiwanis Family Conference	November 6th-8th, 2015
Final Dues Deadline	December 1st, 2015
District Convention	March 11th-13th, 2016

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