



**KIWANIS CLUB  
OF  
MONUMENT HILL**

**MEMBER GUIDE**

**JULY 1<sup>ST</sup> 2010**

# Member Guide

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## INTRODUCTION

This Member Guide is intended to inform members, persons interested in becoming members, and others about Monument Hill Kiwanis Club.



The information is presented in four sections: General Information, Sponsorships, Service Opportunities, and Club Activities. Additional information is available on the Club's website at [www.monumenthillkiwanis.org](http://www.monumenthillkiwanis.org). If more information is desired, please contact the Club at Post Office Box 102, Monument, Colorado 80132.

## GENERAL INFORMATION



***Kiwanis International:*** Kiwanis was organized in Detroit, Michigan in 1915.

The primary focus of Kiwanis is to help ordinary people and children to create extraordinary life-changing moments. Kiwanis and its Leadership Programs boast a membership worldwide of more than 600,000 men, women and youth in nearly 16,000 clubs. Members of Kiwanis and its Service Leadership Programs volunteer more than 21 million hours and invest more than \$113 million in their communities around the world.

Kiwanis is the only service organization that builds leaders at every level – from the youngest Kiwanis Kids all the way through several youth programs and adult programs.

In 2010, Kiwanis and UNICEF joined forces to eliminate maternal/neonatal tetanus, a disease that kills 60,000 newborns and 30,000 mothers each year but is preventable through vaccination. The Project will raise US\$110 million over the next 5 years to fill the funding gap required to provide 387 million doses of the vaccine.

***Club History:*** The Club was originally chartered as Monument Hill Sertoma Club and has been supporting the Tri-Lakes community

for over 35 years. On July 1, 2010, the Club changed its affiliation and became Monument Hill Kiwanis Club. Although the Club will be continuing with the service mission developed over its long history with Sertoma, the Club wanted to take advantage of the broader commitment to youth and education that Kiwanis provides.

***Club Meetings:*** The Club meets Saturday mornings between 8:00 a.m. and 9:30 a.m., at The Inn at Palmer Divide just north of Highway 105 between Monument and Palmer Lake, Colorado.

Meetings include announcements about service projects and other Club activities, breakfast and a program. Key Note speakers are the focal point of the meetings, with a balance of speakers who provide information, interest, and entertainment to encourage attendance and promote the Club's goals. The Club does not pay for speakers and does not support or promote political or advertising agendas.



***Organization:*** The Club is a Colorado nonprofit 501(c)3 corporation and is managed by a Board of Directors that is elected by the Club's members. The Club's members are also members of another Colorado nonprofit corporation: the **Monument Hill Fund**. The Monument Hill Fund is separate from Kiwanis and was formed to assure continuity of our community grant programs.

***Member Charges:***

***Joining Fee:*** Effective July 1, 2010, new members pay a joining fee of \$75 at their time of application.

***Dues:*** Member dues are prepaid each quarter of our fiscal year. These dues cover payments to Kiwanis International and the Rocky Mountain District as well as Club operations. Some members have qualified for and purchased a Life Membership in Kiwanis, which reduces



their quarterly dues. New members pay quarterly dues at a rate that varies depending on the month of joining and they may be asked to prepay dues in some cases. After a phase-in period, new members pay dues at the same rate as established members.

**Meals:** A buffet breakfast and beverages are provided by the Inn at Palmer Divide at the Club's regular meetings. Members and their guests may partake of the Inn's breakfast and beverage service at a cost of \$8.50 by



participating in the Inn's prepaid card program, which uses cards that work like gift cards. The cost of beverages without the meal is \$2.50. (No purchases are required.)

Members purchase the cards in advance with a minimum load of \$40 on the card. The member presents the card as payment either for the meal/beverage combination or for beverages only and the Inn swipes the card and returns it to the member together with a receipt showing the transaction and card balance. No other form of payment is accepted by the Inn for the meeting breakfasts or beverages. These cards are also sold to the general public and members may use them in payment for other services offered by the Inn.

**Financial Support:** The Club's mission is supported by businesses in the Tri-Lakes area and individual contributors. Corporate Sponsors of the Club make annual contributions of either \$150 (regular corporate sponsor) or \$300 (gold corporate sponsor) and receive a plaque and public acknowledgment as a Corporate Sponsor at various Club events. In addition, any individual or business may make a tax-deductible donation to the Club in any amount.



## SPONSORSHIPS

In the fiscal year ended on June 30, 2010, the efforts of the Club and its members resulted in monetary contributions in excess of

\$125,000 back to the community. The following is a brief description of some of the major beneficiaries of the Club's charitable giving:

**Tri-Lakes Cares:** Tri-Lakes Cares is a United Way Agency that provides food, clothes, and rent/gas money to needy citizens of our community.

**Salvation Army:** The Salvation Army provides basic needs of daily life for many who lack the resources to do so for themselves. In addition to food, shelter, clothing and financial assistance, the Salvation Army provides services to disadvantaged youth and operates rehabilitation centers for substance abuse.

**Griffith Centers for Children:** Originally formed in 1927 with the help of the Kiwanis Club of Denver, the Centers operate several facilities in the State of Colorado that provide safe and supportive environments for young people. The mission of the Centers is to provide troubled children the environment and opportunities to become healthy, participating and productive members of society.



**International Hearing Dog Inc. :** International Hearing Dog is a non-profit organization in Henderson, CO that trains and places hearing dogs. These dogs are trained to assist persons with hearing disabilities to live in an independent home situation. They respond to crying babies, ringing phones and alarms, doorbells and other sounds to help the deaf live unassisted at home.

**Rocky Mountain Youth Leadership Foundation, Inc. (the Foundation):** The Foundation is a Colorado nonprofit patriotic foundation that annually presents week-long youth leadership conferences attended by selected high school juniors and seniors who all attend on full-scholarships funded by civic-minded individuals and organizations. The purposes of the Foundation are to provide educational opportunities in leadership and teambuilding skills, to develop a greater sense of patriotism and

appreciation of past sacrifices made by others to secure and preserve our basic freedoms, to provide a better understanding of the free enterprise system, to improve thinking and communications skills, and to develop better citizens of our nation. The Club and its individual members have been the sponsors of the majority of the over 1,000 students attending conferences held over the past 15 years.

## SERVICE OPPORTUNITIES

The heart of any service organization is the contribution of time and effort by its members toward serving the community and raising money for worthy causes. The Monument Hill Kiwanis Club prides itself in being known as an organization of volunteers. The following is a description of the major service opportunities in the Club, which include Community Service Projects, Fundraising Projects and Service Leadership Programs.

## COMMUNITY SERVICE PROJECTS

**Soap Box Derby:** The soap box derby is part of the national program that culminates in the national race in Akron, Ohio. This is an event where a parent and child build a racer together and compete against other kids in a race held in Colorado Springs in June. Volunteers are needed to serve on the steering committee, set up and take down the track on race days, act as judges, serve as mentors to kids building a car, help with running the race, work in the vending area, and help secure sponsorships for the needy students.



**Rocky Mountain Youth Leadership Conferences:** The Club works closely with the Rocky Mountain Youth Leadership Foundation to organize and provide volunteers needed to conduct successful youth leadership conferences each summer in Pueblo, Colorado. Volunteers assist in serving on committees, serving as instructors and speakers, and helping to put

on the conferences.

**Grilled Cheese Thursdays:** The Club supports the local YMCA's program of offering free lunches for high school juniors and seniors on most Thursdays during the school year. The Club provides volunteers one Thursday a month to prepare and serve grilled cheese sandwiches to these hungry teens.

**3rd Grade Dictionary Program:** The Club arranges for the purchase of quality dictionaries to give to each third grader in our school district each year. The dictionary is the personal property of the student. A team of volunteers is needed for each elementary school in the district to hand the dictionaries to the students and speak to the students about the dictionaries, the Club, and community service.



## Deaf & Blind School Golf



**Program:** Each spring, the Club provides volunteers to teach deaf and blind students to play golf. There are usually 20 students in the program, and volunteers are needed to provide one-on-one instruction. Volunteers do not have to be golfers or experts in sign language. The program runs for 8 weeks with sessions held twice a week for about an hour and a half each.

**Therapeutic Horseback Riding:** The Club sponsors therapeutic horseback riding activities for special needs students in the local school district. Volunteers are needed to help students mount the horses and to act as side guides while students are riding. Typically, activities take place on Monday, Wednesday, and Fridays during the week. Knowledge of horses is not required to work on this activity.



**4th of July Independence Day Parade:** The Club sponsors, organizes, and marshals the annual 4th of July Parade in downtown Monument. This is the biggest



small town parade in Colorado attracting approximately 15,000 people each year. Many volunteers are needed to organize the parade and to serve as line-up marshals, parade marshals, judges and other positions.

**Harvest of Love Food Collection:** Beginning in October, local schools begin gathering food for the Harvest of Love campaign. This food is used in the Tri-Lakes Cares Thanksgiving and Christmas baskets for the needy. In early November, volunteers from the Club help pick up the food at the schools.



**Holiday Gifts to Needy Families:**

The Club supports Tri-Lakes Cares in the distribution of food baskets to more than 250 needy families each Thanksgiving and Christmas. Toy boxes are also given to families at Christmas. Before Thanksgiving, volunteers take food from the storage areas (collected during Harvest of Love) to the staging area for food baskets. Volunteers fill the baskets a week before the holiday deliveries. On the Saturday before the holidays, volunteers help distribute the baskets and toy boxes to the families.



**Paint & Hammer:** The Club assists elderly and disabled members of the local community with home care and maintenance. Volunteers are asked to meet on a specific day with tools and other equipment to work on a project. Generally, the maintenance projects are simple and can be completed in a day or two.

**Senior Meals:** The Club supports a program of providing noon meals for Tri-Lakes



area seniors on Mondays and Thursdays at Monument Town Hall. Approximately 30 to 50 seniors take part in this activity each week. Volunteers are needed to pick up food containers at the Town Hall, drive to

Acacia Hotel in Colorado Springs to pick up the prepared meals, and transport the meals back to the Town Hall by 11 :30 a.m. Volunteers utilize their own vehicles with space enough to hold the food containers.

**Support of Other Community**

**Organizations:** In addition the programs described above, the Club frequently provides volunteer services needed by other community organizations to further their missions. Examples of such services have included assisting the Tri-Lakes Women’s Club in putting on their annual fundraising events, assisting the Aspen Camp during its annual clean-up weekend, supporting the Griffith Centers with volunteers for its annual golf tournament, fundraising dinners, and “Peak Challenge” fundraisers, as well as maintenance work at the Centers facilities, among others.

**Other Projects:** Other community service projects that the Club has organized and carried out include judging at DECA (Distributive Education Council of America) competitions, serving as election judges, mentoring in local schools, speaking to middle school students about patriotism and citizenship, distributing materials and welcoming new citizens at naturalization ceremonies, and providing income tax assistance to senior citizens.

**FUNDRAISING PROJECTS**

**Monday Night Bingo:**

The Club conducts bingo every Monday evening at the Carefree Bingo Hall in Colorado Springs. This operation has been the main fundraiser for the club since 1989. Volunteers serve on one of four teams of about 14 members each that staff the bingo hall every fourth week. Doors open at 6:00 p.m. and the games are normally over by 9:30 p.m.



**Salvation Army:** The Club organizes and provides most of the manpower for the Salvation Army bell ringing at local merchants between Thanksgiving and Christmas.



Volunteers are needed to ring the bell for one hour at each store from 11:00 a.m. to 6:00 p.m. daily. This requires many ringers per day and additional ringers are used on Saturdays. On Sundays, the Lewis-Palmer and Palmer Ridge High School Key Clubs provide ringers. Volunteers are also needed to pick up collections at the end of the day and deposit the money in the bank.

**Peach Sales:** This fundraiser is selling Colorado Peaches. Beginning in May, volunteers distribute flyers and staff booths at public events. Volunteers are also needed to distribute the peaches in August.



**Craft Fair:** Each year before Christmas we organize a craft fair at one of our local middle schools. We pay the school for the space and sell booth space to those vendors interested in selling their crafts. The project is funded by the booth rentals with profits going back to the Club.



**Empty Bowl Dinner:** Each October, the Club, in conjunction with Tri-Lakes Cares, sponsors the Empty Bowl Dinner. This community-wide fundraising event involves local potters, churches, restaurants, businesses and individuals in hosting a soup, bread, and dessert dinner for the community. Tickets are sold and all services are donated. The unique feature is that attendees get to keep the hand thrown bowls donated by the potters. All proceeds go to support Tri-Lakes Cares. The event is labor intensive, and volunteers from the Club are needed for many tasks, including working with local businesses, picking up food and beverages, managing serving lines,



and cutting and displaying breads and desserts.

**Super Bowl Boards:** During the Christmas Party and prior to the Super Bowl in late January or early February, the Club utilizes four or five boards on which members and their spouses may sign up for the Super Bowl pool. Proceeds are used to support International Hearing Dog Inc.



**Football/Basketball Pools:** The Club operates NFL football and NCAA basketball pools for its members. Net proceeds from these pools are used to support worthy causes.



**Printer Cartridge Collection:** Club members contribute used printer cartridges to the Club. These cartridges are then submitted to cartridge companies for which the Club receives monies to be used to support worthy causes.



## SERVICE LEADERSHIP PROGRAMS



Kiwanis International has organized various programs that are designed to develop leaders through community service. We hope you will get involved and become amazed at what the youth in our community can accomplish.

**Key Leader Conference:** Key Leader is Kiwanis International's leadership



education program for students, primarily in high school. Its mission is to provide a "life-changing experience that inspires young people to achieve their personal best through service leadership." Events are open to all students ages 14 to 18, including those currently in a Kiwanis student group such as Key Club, or students who have not yet been a part of a Kiwanis family program. In addition, there is no limit on the number of

participants coming from the same school. Students will arrive for registration from 4-6 p.m. on a Friday afternoon and depart after 11:30 a.m. on Sunday morning. All lodging, meals and activities will be at the event site during that time.

**High School Key Clubs:** Monument Hill Kiwanis sponsors the Key Clubs at the Lewis-Palmer High School (LPHS) and Palmer Ridge High School (PRHS). During the school year interested members are welcome to attend Key Club meetings at the high schools.

Visual support can be given by coming to the Key Club and Key Club Board meetings. Coming to these meetings shows the kids we are



interested and they respond positively to this type of support. Kiwanis members would be very impressed with how much 'business' is actually completed at these meetings. From time to time, the program Advisor may request volunteers to assist at some Key Club events. Combined events such as, 4th of July Parade, Empty Bowl and Salvation Army Bell Ringing are but three activities where Kiwanis members can work side by side with Key Club members.

**Builders Club:** Builders Club is a "student-led" community service organization that operates under school regulations and draws its members from the student body of our middle school. Builders Club is structured only on the local club level but is supported



by the Kiwanis International Office in Indianapolis, Indiana, which provides programs, literature, and opportunities to relate to teenagers from countries worldwide.

**K-Kids:** K-Kids are the youngest and fastest growing service organization for elementary students worldwide. These clubs are ideally suited for students in grades 1 through 5 (ages 6 to 12).



K-Kids is a "student-led" community-service organization, which operates under school regulations and draws its members from the student body.

## CLUB ACTIVITIES

**Social Activities:** One of the Club's goals is to provide a social environment for Club members to get to know one another and to have fun. The Club arranges a number of social events, including a Christmas party, each year for members and guests.

**Leadership & Committees:** Numerous opportunities are available to members to participate in the leadership and administration of the Club by serving in elected or appointed positions with the Club or serving on one of the Club's committees, such as Granting, Fundraising, Administration, Membership and Finance, among others.

**Kiwanis Conferences:** Members of the Club attend Division, District, and International Kiwanis Conferences. These conferences are organized around training and information as well as conducting business, electing officers and considering changes in governing documents. Attendance at these conferences provides an objective insight into the Kiwanis purpose and mission.



**Phones & Hearing Aid Collection:**

Discarded phones and hearing aids are collected near the door of the Club's meeting room each week. These phones and hearing aids can be rehabilitated to be used in the programs to provide help to children and adults needing hearing assistance.

**APPLICATION TO JOIN MONUMENT HILL KIWANIS**

**Circle One** :( Mr. – Ms. - Mrs.)

**Name:**

\_\_\_\_\_  
**(Last, First, MI)**

**Date of Birth** \_\_\_\_\_  
**(mm/dd/yyyy)**

**Spouse Name:**

\_\_\_\_\_  
**(Last, First, MI)**

**Address:**

\_\_\_\_\_  
**Street**

\_\_\_\_\_  
**City, State Zip**

**Job Title:** \_\_\_\_\_

**Name of Business:**

\_\_\_\_\_  
**Business Address:**

\_\_\_\_\_  
**Street**

\_\_\_\_\_  
**City, State Zip**

**Email:**

\_\_\_\_\_  
**(Home)**

\_\_\_\_\_  
**(Work)**

**Phone Numbers**

**Home:** \_\_\_\_\_

**Mobile:** \_\_\_\_\_

**Work:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

(Application Continued on Reverse Side)

**INTERNAL USE ONLY**

**This application is accompanied with a remittance of \$\_\_\_\_\_ in payment of the membership joining fee.      Date of Application\_\_\_\_\_**

**Sponsor:\_\_\_\_\_ Endorser:\_\_\_\_\_**

**Date Recommended by Membership Committee\_\_\_\_\_**

**Date Approved by Board of Directors\_\_\_\_\_**

## Application to Join Monument Hill Kiwanis (Continued)

***My Commitment: As a member of Monument Hill Kiwanis, I will commit myself to community service by volunteering to serve in the following areas. (Please indicate all areas in which you would like to serve.)***

### Service Opportunities:

**BINGO: (Our major fundraising activity)**

[**Note:** Bingo is the most important opportunity for service that is offered by the Club. All new members are expected to participate in this activity if possible.]

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### Community Service Projects:

- Soap Box Derby
- Rocky Mountain Youth Leadership
- Grilled Cheese Thursdays
- 3<sup>rd</sup> Grade Dictionary Program
- Deaf & Blind Golf Program
- Therapeutic Horseback Riding
- 4<sup>th</sup> of July Independence Day Parade
- Harvest of Love Food Collection
- Holiday Gifts to Needy Families
- Paint & Hammer
- Senior Meals
- Support of Other Community Orgs

### Fundraising Projects:

- Salvation Army
- Peach Sales
- Craft Fair
- Empty Bowl Dinner
- Super Bowl Boards
- Football / Basketball Pools
- Printer Cartridge Collection

### Service Leadership Programs:

- Key Leader Conference
- High School Key Clubs
- Builders Club
- K-Kids

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Applicant Signature

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Date

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Sponsor Signature

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Date

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Endorser Signature

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Date