

ROTARY CLUB OF EDMONDS
Minutes of the Board of Directors Meeting
December 5, 2007

ATTENDANCE

Board Present: Vern Chase, Kathy Dahlstrom, Pauline Gubbels, Pam Halsen, Michael Kealy, Pam LeMay, Susan St. Germaine, Don Schmutz, Pat Shields, Larry Thronsen

Guests Present: Elizabeth Crouch, Staser Holcomb, Morrie Tugby

Board Absent: Alex Hopkins, Doug Purcell

Call to Order: Pat opened the meeting at 7:30am.

1. Agenda: approved.
2. Secretary's Report: November 7, 2007 Board Meeting Minutes approved.
3. Treasurer's Financial Report: Susan reported that \$82,942 was on deposit with expenditures and revenue both on target. It was M/S/P to pay the \$1200 "upfront" auction cost to secure the location out of the club budget. There were questions regarding the amount of scholarship money in the club foundation. Approximately \$11,000 is available for 2008. It was recommended that the board receive a monthly report of the club foundation revenue and expenses. Pat reported that John Nance's hotel accommodations were paid out of Presidential funds. Susan mentioned that there were some delinquent dues accounts that may also be hardship cases. Discussion included the possibilities of a "loan fund;" letting members know the procedures for indicating hardships (a written request to the Board President/Treasurer); assigning the member to an honorary status so that no dues would need to be paid. Susan also indicated that she did not have new member payment records for Bob Knowles and Brent Symes. She noted that she has not received copies of the statements that Carl Swenson gives to new members during orientation. It was agreed that new members will not be inducted until they make their initial payment to the club.

Action Items

Staser will ask Brent Hagen, treasurer of the club foundation, to come to the January Board Meeting to provide a financial report.

Susan will provide Pat the list of delinquent accounts for dues and he will follow-up with individual contacts.

Susan will contact Carl Swenson to ask him to give her the prorated statements for new members. She will present the statement to the member and receive payment then notify the Membership Director to schedule induction with the new member and the President.

4. Directors' & Vice-President's Reports:
Vice-President – Pauline described the processes of the Strategic Planning Committee and asked the Board to review the page on the club history. She

reminded the board that the club Strategic Planning Workshop will be held on January 26, 2008 at the Meadowdale Community Center. Joel Phillipps has been asked to join the committee to replace Jeff Martin who resigned from the club.

Action Items

Board members are to send Pauline an email if there is anything that should be added to the club history handout.
Pauline will talk about the Family of Rotary during the Rotary Minute at the December 11th meeting.

Membership – Michael asked the board to approve membership for Belete Gebre (sponsored by Elizabeth Crouch) and Nataliya Semez (sponsored by Doug Purcell)—M/S/P He said that the updated directory will be sent to all members via email.

Action Items

Pam L. will ask Frank Yamamoto to ask Bruce Hoegemann to let the club know by January 1, 2008 if he wants to remain active.
Elizabeth agreed to encourage Edmonds Police Chief Al Compaan, to join our club.
Michael will email the updated directory to club members.

Service Projects – Don shared the thank you note that was sent by Joe Mclalwain for the club's \$1500 donation for the Young Artists' Concert. He recapped the Kids Holiday Shopping Spree and the board agreed that there were issues that the committee should discuss for possible changes in next year's event. Don asked Susan to cut a check for \$500 to be presented to the food bank speaker at the December 11th club meeting.

Action Items

Don will meet with his committee to draft recommendations for next year's Kids Holiday Shopping Spree.
Susan will cut a check for \$500 to be presented to the food bank.
A club representative to Rotary First Harvest needs to be identified.
Vern will send a reminder email to club members regarding the food drive on December 11th.

RI Foundation – No report.

Public Relations – Vern reported that press releases need to be given three weeks ahead of possible publication and that he is working to develop more photo opportunities. Morrie Tugby reminded the board of important dates including the district conference (May 16-18, 2008) with reduced registration rates until December 31st and the district's Presidents Holiday Party at the Harbor Club on December 12th as well as PETS mandatory training on January 15, 2008. More information is on [Rotary 5030.org](http://Rotary5030.org) or by contacting Monica,

district administrator, at 206 448-9444 ext 108. By January 1, 2008 Rotary International should receive the names of the 2007-08 club president and secretary. Morrie can be reached at 206 957-2771.

Action Item

Pam L. will remind Doug of the PETS mandatory training dates and get RI the info re president and secretary.

Club Administration – Pam H. reported that she has speakers for meetings through February. Pauline received approval to purchase paper goods for the Holiday Party and be reimbursed out of the President's fund.

Action Items

Larry will bring wine and ice chest(s) to the Holiday Party.
Vern will email members about the Holiday Party on December 13th.
Pauline will make purchases of paper goods for the Holiday Party.

Fund Raising – Larry shared the Waterfront Festival contract for Craig Cooke. He reminded the board that everyone had received a copy prior to the meeting. Pat pointed out some changes that had been suggested by Doug. With Michael Kealy abstaining, it was otherwise unanimously M/S/P for the contract to be signed. Larry and Vern will discuss Doug's concerns with Craig and come to a mutual agreement that will be documented in a letter. Michel reported that he is continuing to negotiate with the City of Edmonds (possibly through council members) for the desired placement of the Waterfront Festival banner.

Action Items

Larry and Vern will meet with Craig regarding Doug's suggested changes in the contract.
Michael will pursue a more desirable placement for the banner advertising the Waterfront Festival.

5. Old Business – Pat reminded the board about the need to review the bylaws. It was decided that this board will not address the make-up of future boards and that it would be handled by Doug since potential changes would be within his term.

Action Item

Pam H. will bring to the February Board Meeting any recommended changes or corrections that need to be made to the club bylaws.

6. New Business – Pat and Elizabeth discussed the unspent \$8000 from our club that resides in the Rotary District 5030 Service Fund for Southeast Asia post-tsunami relief. A resolution was M/S/P authorizing Elizabeth to write a letter

to the President of the District Service Fund requesting that these funds be returned to the Edmonds Rotary Foundation to be used as originally intended.

Action Item

Elizabeth will write the letter as indicated above and will include a historical summary of how the monies were raised and why they were moved to the District 5030 Service Fund.

Elizabeth indicated that her daughter, Kristin, is available to assist the club with clerical/computer tasks.

Pat was thanked for his leadership as Second Quarter President.

Meeting adjourned at 8:55am.

Next meeting will be on January 2nd at 7:30am at the Port Commission Meeting Room. Any director unable to attend is requested to send a report to Staser Holcomb, Third Quarter President.

Respectfully submitted—Pam LeMay