

## ROTARY CLUB OF EDMONDS

Approved Minutes of the Board of Directors Meeting  
April 1, 2009

Board Present: Vern Chase, Kathy Dahlstrom, Pauline Gubbels, Pam Halsan, Don Henderson, Michael Kealy, Carol Kinney, Pam LeMay, Joel Phillipps, and Doug Purcell

Board Absent: Brent Hagen, Val Mohney, and Frank Yamamoto

Guests: Kirk Greiner, Jim Hodges, Lwanga Llwanga, Matt Smith, and Pat Thorpe

The meeting was called to order by President Doug at 7:35am. A quorum was present. Guests were welcomed.

Secretary's Report: March 4<sup>th</sup> Board Meeting Minutes were approved.

Treasurer's Report: Joel reported the following March balances:

Crime Watch	\$ 11,133	General Fund	\$ 4,927
Money Market	\$ 77,983	Waterfront Festival	\$23,717

He moved \$14,658 out of the Money Market account into Club Foundation account for scholarships. Waterfront vendor checks continue to come in. He distributed the year-to-date Profit & Loss Budget vs Actual that was discussed at the recent Club Retreat. Quarterly dues statements will be sent out this week. Joel reported that Crime Watch is interested in paying a current volunteer as a part-time employee. He has been approached to have the club make a quarterly reimbursement out of the Crime Watch account. Discussion included the impact that this would have on the club's budget, especially as the monies were depleted and if this reimbursement method was the best venue for handling their request. Joel will get more details and Doug will check with the Edmonds Police Foundation. Discussion also included the need for a merchant services account for processing credit card payments. The consensus was that the credit card machine was needed primarily for the auction and an account could be established on an "as needed" basis. The advantages of purchasing a laptop were also discussed. Joel will research appropriate machines and bring a recommendation to the next board meeting.

### Action Items

**Joel will obtain more information about Crime Watch's request. Doug will also check with the Police Foundation as a possible pass through account for this organization. Joel will research the "as needed" merchant services account offered by Shoreline Bank. He will also bring to the May Board Meeting details and recommendations for a laptop purchase.**

**Carry-over: Doug and Joel will bring the board ideas about potential CD investments for club funds.**

President's Report: Doug congratulated Carol and Pat on the great Club Retreat.

Vice-President's Report: Pauline reported that the Strategic Planning Committee met on March 30. She provided a comprehensive summary evaluating how the Strategic Plan's goals are being met including recommendations for potential changes in the plan. After much discussion, she was asked to draft a "red-line" of the plan and bring it to the May Board Meeting for review. Subsequently a vote by members would be held at a club meeting.

**Action Item**

**Pauline will present a "red-line" Strategic Plan incorporating the committee's recommendations to the May Board Meeting.**

Directors' Reports:

**Membership** – Michael reported that the electronic vote to induct Chris Steiner worked well. Active membership is 45 with 4 members having low attendance. He also shared the committee's recommendations for changes to the Membership goals of the Strategic Plan. Lwanga asked for a member binder.

**Action Items**

**Michael will give Lwanga his member binder.**

**Carry-over: Michael will purchase the Rotary's DVD for review. Those with 100% Attendance will be commended at a club meeting.**

**Service Projects** – Don reported he will be meeting with representatives regarding the club's potential involvement in the underwater park as part of the club's commitment to a healthy Puget Sound. He and Jim are contacting local schools about the opportunity for them to hear "George Washington" speak on business ethics as part of the Vocational Training component of the Service Projects Committee. At the next club meeting, Don will announce "hands-on" Rotary First Harvest (RFH) activities. The speaker RFH gift certificates have been purchased. Michael asked if the club was going to continue its sponsorship to the Edmonds Center for the Arts. He and Doug will represent the club at the ECA's dinner for potential donors. Lwanga indicated that he is hopeful that the club can provide funds for the shipping costs for the books and a piano that he wants to take to Uganda. Don has emailed him the project funding request form.

**Action Items**

**Don will further explore possibilities of club involvement in the underwater park. He and Jim will contact schools in the district about "GW" presentations. Michael and Doug will attend the ECA's donor dinner. Lwanga will email Don his project request form which will be reviewed by the board.**

**Carry-over: Don will encourage Lamin to complete the Gambia water project funding request. Carol will further explore funding (using existing dollars) of shelter boxes as an appropriate International Service Project.**

**RI Foundation** – Kathy reported \$13,000 (including match) has been contributed to RI by club members. Scholarship applications are being reviewed by Warren’s committee. The scholarship check recently returned by Shoreline Community College will be deposited into the scholarship fund. Pam H. will arrange for high school scholarship recipients and the EdCC Foundation Director to be featured at upcoming meetings.

**Action Item**

**Scholarship recipients and EdCC’s Foundation Director will be featured at future club meetings.**

**Public Relations** – Vern and Pat encouraged names for the club bulletin. They will bring 3-4 possibilities to the club for a vote. Pat said she would like articles for the bulletin by the Friday following the board meeting. Don will provide labels to Pat. Bulletins will be sent to current, honorary and selected past members. Vern said that the new brochure is progressing and that Georgene will be the club photographer.

**Action Items**

**A new name for the club bulletin will be voted on. Don will provide Pat with mailing labels.**

**Carry-over: A new brochure will be printed. Vern will research possibilities for including a phone number and website address in all publicity and marketing efforts. He will report back to the board about the infrastructure needed for those two marketing modalities.**

**Administration** – Pam H. reported that she has speakers through May 12 which is the club’s 58<sup>th</sup> birthday---past presidents will be honored at that meeting. She will be working with the Daybreakers’ on the annual Rotary display at the Edmonds Library. Staser is trying to find a Rotary decal replacement for the service club road side sign at the city’s entry.

**Action Items**

**Pam H. will work on the library’s Rotary display. Staser will replace the Rotary decal on the service club sign.**

**Funds Raising** – No report due to Frank’s absence but the committee will be meeting this evening at 6:30pm. A Waterfront Festival budget is being developed--Kathy offered to help.

**Action Items**

**Carry-over: Frank will work with the various fund raising committees to get specific information on their project development including a budget for the Waterfront Festival. Doug and Pam H. to identify a time for fund raising brainstorming at a club meeting.**

Old Business: No discussion items

**Action Items**

**Carry-over:** Doug and Frank will lead a discussion to determine the scope of a raffle and to determine club commitment. If the raffle is approved by the club members, Doug will complete the gambling application.

New Business: Vern asked for funding to be used for the retirement party of Chris Keuss. M/S/P to provide \$100 toward the May 15 reception. Pam H. noted that was the same evening as the David Stern Memorial presentation. She and Doug will double check the date/time for both activities.

**Action Items**

**Joel will prepare a \$100 check for Chris Kuess' retirement party. Doug and Pam H. will check on date/times of the two events.**

There being no further business, the meeting was adjourned at 8:33am.

The next Board meeting is on May 6, 2009 at 7:30am in the Port of Edmonds Commissioners' Room. Any director unable to attend is requested to send a report to Doug.

Respectfully submitted, Pam LeMay