

**ROTARY CLUB OF EDMONDS**  
Approved Minutes of the Board of Directors Meeting  
May 7, 2008

**ATTENDANCE**

Board Present: Elizabeth Crouch, Kathy Dahlstrom, Pauline Gubbels, Pam Halsan, Michael Kealy, Pam LeMay, Joel Phillipps, Doug Purcell, Don Schmutz

Guests Present: Staser Holcomb, Rebecca Villareal

Representatives Present: Kirk Greiner (Edmonds Rotary Foundation)

Board Absent: Vern Chase, Alex Hopkins, Val Mohney, Larry Thronsdon

Call to Order: Elizabeth, 4<sup>th</sup> Quarter President, called the meeting to order at 7:35am, a quorum was present.

1. Agenda: approved with addition of Edmonds Center for the Arts under New Business.
2. Secretary's Report: April 2, 2008 Board Meeting Minutes were approved as corrected in Vice-President and Club Foundation reports. The Action Item list was also reviewed for items completed or in process.

**Action Item**

**Elizabeth will bring a tape recorder to future meetings to be used for reference purposes. As scribe, the secretary will reflect to the best of her ability what occurs at the meeting. The draft minutes will first be shared with the club president and then with the members of the board who will be asked to look for typos. Any major changes will be discussed as part of the minute approval process at the following board meeting. Draft minutes will be posted on the club website and at the following club meeting.**

3. Treasurer's Financial Report: Joel reported the following balances:  
\$11,047      Crime Watch                      \$6,545              General Fund  
\$66,672      Money Market                              \$41.352              Waterfront Festival  
He reported that 27 people have unpaid quarterly billings. He will be preparing checks for \$2000 each payable to the club's Uganda Project and Edmonds Community College Foundation Scholarship. He anticipates about 10 reimbursements for district conference registrations. He will be checking with Craig and Larry regarding any Waterfront Festival sponsorship checks they might have received. MSP Joel's request to open checking/savings accounts for the club at Shoreline Bank. The current bank accounts will be retained until it is determined that a switch to Shoreline will not negatively impact the processing of credit card transactions.

**Action Items**

**Joel will prepare the necessary checks for disbursement. He will check with Larry and Craig about any sponsorship checks they may have. He will open checking and savings accounts at Shoreline Bank. He will check with Libby and Frank regarding any impact that moving to Shoreline Bank would have on our current credit card processing contracts. He will report his findings at the next board meeting when a decision will be made whether to close the existing bank accounts.**

4. Directors' & Vice-President's Reports:

Vice-President – Pauline indicated that she has submitted the quarterly “Family of Rotary” report.

Membership – Michael reported that we are one new member “short” of the district’s goal for our club due to Carol Lucas’ request to resign from the club. *(Secretary’s Note: the next day, Michael called Pam L. and clarified that Carol was requesting a leave of absence, not resigning so with the addition of Jeff Daggett as a transferred member, we will have met our goal.)*

Service Projects – Don indicated that any payments to the Food Bank should be made prior to March/April to maximize a matching grant they have.

RI Foundation – No report. Discussion included that our Strategic Plan includes the goals of the District Governor and Rotary President for “Every Rotarian Every Year.” Doug said this will be an agenda item for the board retreat.

**Action Item**

**Elizabeth asked Kathy to provide her with the number of members who have made donations to RI this past year.**

Public Relations – No report but Vern was complimented on his good work.

Club Administration – Pam H. reminded the board of the suggested changes to the club bylaws. She will send them to Kirk who graciously offered to forward electronic copies of the bylaws with proposed changes noted for review at the next board meeting then approval at the following club meeting. Doug indicated that he was still formulating plans for the board retreat which will be held on June 7<sup>th</sup> and may include an overnight component for those interested. Kirk indicated that he has still not received bios from all board members.

**Action Items**

**Pam H. send her proposed bylaw changes to Kirk who will send electronically to the board. Board discussion/approval will take place at the June 4<sup>th</sup> Board Meeting with approval by the club at the June 10<sup>th</sup> meeting. Pam offered to prepare a display of committees and their duties and members. Board members were reminded to send their bios to Kirk for posting on the club’s website.**

Fund Raising – No report

Club Foundation—Kirk reported this committee has not met since his last report. Elizabeth offered to work with Meena Chopra about ways that the returned \$8000 could be used for relief in the South East Asia countries that had been affected which promoted the original fund raising event at Meena’s restaurant.

**Action Item**

**Elizabeth will work with Meena and Carol Kinney as described above and prepare a report to the club board.**

5. Unfinished Business –

- Elizabeth reminded the board about the Dave Stern Memorial Award which will be presented on May 15<sup>th</sup> at 6:30pm in the Edmonds City Council Chambers.
- Conference Center contract has been signed for 2008-09 meetings.
- Elizabeth reported that at this time Chief Compaan is not ready to make a commitment to join our club but that she will continue to keep in touch with him.

6. New Business

- MSP to take \$100 out of the Service Project budget for the district’s dictionary project.
- A flyer about the Max Foundation was circulated.
- MSP to donate \$2000 to the Edmonds Center for the Arts for program sponsorship.

**Action Items**

**Joel will prepare checks as described. Elizabeth and Michael will contact the Edmonds Center for the Arts to work out details re sponsorship.**

Elizabeth adjourned the meeting at 9:10am. Next meeting will be on June 4<sup>th</sup> at 7:30am in the Port of Edmonds Boardroom. Any director unable to attend is requested to send a report to Elizabeth, 4<sup>th</sup> Quarter President.

Respectfully submitted—Pam LeMay