

# ROTARY CLUB OF EDMONDS

Minutes of the Board of Directors Meeting  
July 1, 2009

Board Present: Vern Chase, Kirk Greiner, Pam Halsan, Sophie Hamilton, Carol Kinney, Pam LeMay, Joel Phillipps, Pat Thorpe, Meenakshi Tomar, and Frank Yamamoto

Board Absent: Don Henderson, Doug Purcell, Jim Welsh

Guests: Bill Toskey

The meeting was called to order by President Carol at 7:35am who welcomed the new board to its first meeting; a quorum was present; Bill was welcomed.

Secretary's Report: June 3rd Board Meeting Minutes were approved.

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

Crime Watch	\$ 12,544	General Fund	\$ 9,660
Money Market	\$ 118,162	Waterfront Festival	\$14,523

He noted that about \$50,000 of the Waterfront Festival funds was moved to the Money Market account. He mentioned that he anticipated about \$20,000 of expenses for the Waterfront Festival. He recommended that a reserve "rainy day" account of \$35,000 be invested into a 12 month CD. This was M/S/P. Four members have not paid the last quarter's dues; reminders will be sent to them. New year annual and quarterly statements will be sent to all club members. It was M/S/P that the three check signers for the club will be the President, Treasurer and Secretary; the check book will reside with the Treasurer. Joel will do the paperwork for this transition. After much discussion, it was agreed that in order for a Leave of Absence to be granted the requesting member must:

1. Have paid annual dues for the year of the leave (typically \$135 paid in July)
2. Be current in quarterly dues

Leave will be granted for a maximum of 6 months during which time the quarterly dues are waived.

## Action Items

**Joel complete paperwork (with Carol and Pam) for the check signing transition and the "rainy day" CD. He will also send out invoices for the annual and first quarter dues as well as reminders to those who are not current in quarterly dues.**

**Carry-over: Joel will make recommendation for laptop purchase.**

President's Report: Carol distributed the roster of 2009-2010 Officers and Committees; some additions/corrections will be made. She will send the edited document to Kirk who will post on the website. She also presented her goals necessary for the club to receive a 2009-2010 Presidential Citation.

**Action Items**

**Carol will send Kirk the updated list of Officers and Committees. Kirk will post on website.**

**Carry-over: Mike Kealy will produce a certificate to honor Rudy. Carol will invite Jane and Rudy to a meeting for presentation.**

Vice-President's Report: Kirk reported no activity at this time.

Directors' Reports:

**Membership** – Meenakshi shared her goals for adding structure to the committee and its functions. Pam L. volunteered to continue the Rotary Cares activities including sending notices to those who miss a meeting; indicating if make-ups are on file; contacting those who have been on leave; contacting those who miss several meetings; sending cards for birthdays/anniversaries if a meeting is missed when the individual would have been honored; and providing Meenakshi with monthly attendance reports.

**Action Item**

**Carry-over: Michael Kealy will purchase the Rotary's DVD for review.**

**Service Projects** – No report due to Jim Welsh's absence. However, Bill Toskey explained the history of the club's 15 year commitment to Trinity Place. He outlined the cost of several immediate projects as well as the club's obligation to exterior projects. It was M/S/P that \$1500 be allotted for immediate repairs. Carol and Bill will speak with Larry about completing the paperwork needed for the garage door project.

**Action Items**

**Carol and Bill will speak with Larry about paperwork needed for the garage project. Joel will dispense up to \$1500 for immediate Trinity Place expenses.**

**Carry-over: Don will continue to explore a possible project on the fishing pier. He and Jim will contact schools in the district about "GW" presentations. Lwanga will email Don his project request form which will be reviewed by the board.**

**Don will encourage Lamin to complete the Gambia water project funding request.**

**RI Foundation** – Pat reported a good transition with Kathy and indicated that points will be used for the club match. It was M/S/P to continue matching up to \$500 per person for member donations. This will be included in this year's budget as it has been in the past. Carol will look into setting individual member donation goals.

**Action Items**

**Carol will include club match for RI donations in this year's budget. She will also research individual donation goals.**

**Public Relations** – Vern reported that the newsletter is well underway; a new club marketing and membership brochure will be printed then will be formatted so that it can be put on the web; Georgene is creating a photofile that can be accessed for PR and could be placed on a Facebook account.

**Action Items**

**Vern will send Kirk the website link for the photo site and will research a club Facebook (Snapfish) account.**

**Carry-over: A new name for the club bulletin will be voted on. 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 booked through September and that the Rotary decal has been ordered for the Service Club sign. Carol requested that the club calendar be posted on the website.

**Action Items**

**Pam H. will send Kirk the club calendar for posting on the website.**

**Carry-over: Staser will replace the Rotary decal on the Service Club sign when it is received.**

**Sgt-at-Arms** -- Sophie asked if Happy Bucks could be designated for a specific purpose. After much discussion, it was M/S/P that for the first 6 months of this year, the funds would go to support immediate project needs of Trinity Place. Sophie and Sherry are researching new caterer options since the current caterer will no longer be able to provide its service. Kirk will create and maintain the duty list on the web site. Pam L. agreed to remind people a week prior to their duty assignment. Carol agreed to call the evening prior to the meeting.

**Action Items**

**Sophie and Sherry will research other caterer options. Pam L. will remind members of their duties a week prior and Carol will make a phone call before the meeting.**

**Fund Raising** – Frank reported that plans are being developed for next year's projects. He was asked to present the board with details of projects (including the raffle) and a timeline for the Waterfront Festival.

**Action Items**

**Frank will present the board with potential fund raising projects.**

**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. Carol (Doug) and Pam H. to identify a time for fund raising brainstorming at a club meeting. Carol (Doug) and Frank will lead a discussion to determine the scope of a raffle and determine club commitment. If the raffle is approved by the club members, Doug will complete the gambling application.**

Old Business: Sign for the Service Club sign and Trinity Place—see notes above.

New Business: Catering for lunch---see notes above. Carol asked the board to request the Club Foundation assign the money being held in the Tsunami account, approximately \$8000, for the purchase of shelter boxes---M/S/P Carol will contact Club Foundation.

**Action Item**

**Carol will convey the board's request to the Club Foundation for their consideration and action.**

Next board meeting will be on August 5, 2009 at 7:30am in the Port of Edmonds Commissioners' Room. Any director unable to attend is requested to send a report to Carol.

Respectfully submitted, Pam LeMay