

Board of Directors Meeting

June 14, 2022, at 5:30 P.M., Plymouth City Commission Chambers and via Zoom

I. CALL TO ORDER

- President Dale called the meeting to order at 5:35 p.m.
 - Members Present: Dale Yagiela, President; Penny Joy, President-Elect; Chris Porman, President Nominee; James VanHorn, Treasurer; Bill Ventola, Director; James Gietzen, Director; Carol Souchock, Director, Candice Towers, Director
 - Members Absent: Sandy Mily, Director; Paul Opdyke

II. ADDITIONS AND APPROVAL OF AGENDA

- Motion: Approve of Agenda as presented
 - Motion by: Penny Joy, seconded by James Van
- Discussion: None
- Vote: Passed unanimously.

III. INTRODUCTION OF GUESTS

IV. Guest: Marie Morrow, Executive Secretary; June Kirchgatter, Board member elect

V. APPROVAL OF MINUTES

- April 12 Meetings
- Motion: Approve of Minutes as presented
 - Motion by: Penny Joy; seconded by James Van Horn
- Discussion: None

Vote: Passed unanimously

May 10 Meeting

- Motion: Approve of minutes as presented
 - Motion by: James Van Horn; seconded by Penny Joy
- Discussion: Director Carol was absent.

Vote: Passed unanimously

VI. TREASURER'S REPORT

- Treasurer James Van Horn gave the report and explained We did alright this year!

VII. OLD BUSINESS

- Welcome Candice Towers to the Board of Directors
- Four Way Test Outcomes: Penny Joy
 - Four way test is complete. Thanks to Carol for great notes and Kent for organizing. All schools where understanding on circumstances in this years contest. All winners got certificates and first place winners got gift cards along with 4 way test rulers. Penny Joy gave a big thank you to everyone that helped read over 600 eases
- Golf Outing-Sandy
 - No final report as of yet
- Ukrainian Fund Raiser-June
 - June gave an update. Landing page for website and flyer is ready. Foundation has agreed to the 10k match and to cover transaction fees. At this time we are waiting to have the credit card processing for the foundation set up.
- Independence Day Parade-Christina/Penny
 - Received a budget request for the parade. This will come out of the 2023 budget. President elect penny feels like we need to decide if we are going to participate. As of now we have 9 people signed up.
 - Motion: To move forward with participation.
 - Motion by: Chris Porman; seconded by Carol Souchock
 - Discussion: Director Carol thinks we should go with what we have. President Elect Penny Joy thought we have a few opportunities to beat the drum to get members to sign up.
 - Vote: Passed unanimously.
 - Motion: Approve funding request for \$2500 out of the 2023 budget for the mobile billboard
 - Motion by: Penny Joy, Bill Ventola

- Discussion: none
- Vote: Passed unanimously.
- By Law Changes: Dale
 - President Dale would like to make changes to the by-laws to clarify duties. These changes would alien the by-laws with current practices. Director James thought there the complete set of by-laws need to be gone through and be updated to today's club practices. He also had some concern over making a few changes and needing to go back to the club membership with addental changes

President nominee Porman asked if there is a process and how it has been done in the past. President Dale said it had been a mess in the past. By-laws where last updated about 3 years ago when presidential succession and attendance policy was updates. Current Bi-laws do require a super majority of the board.

- Motion: To table this discussion until July meeting
 - Motion by: James Gietzen, Chris Porman
- Discussion: none
- Vote: Passed unanimously.

VIII. NEW BUSINESS

- Appointment of Secretary
 - With the passing of Tony Bruscatto a new secretary needs to be appointed.
 - Motion: That secretary also be appointed as the president nominee for the year
 - Motion by: Chris Porman; seconded by Penny Joy
 - Discussion: President nominee Chris was a bit fearful that a new board member would have to do it. This way new board members can learn in the first year or so and at such time one becomes President nominee they would take on the role of secretary.

James Gietzen voiced his opinion by saying "I hate that I agree with that"
 - Vote: Passed unanimously.

- President Dale noted that as we look around the room James Gietzen is the next in line that has the most experience in the club's operations. President Dale asked Director Gietzen if he was willing to serve as the club secretary/president nominee and approved by unanimous acclimation.
- Meeting Schedule
 - The board discussed changes president Dale made to the club meeting schedule. President Elect Penny Joy was looking for input from the board on bringing back meetings every Friday.
 - board feedback
 - Members like hour long meetings
 - Members liked the legacy meeting
 - Service projects included in programs
 - Member moments
 - All woman's meeting may need to be massaged so it does not appear to be un-inclusive.
 - 3 to 4 meetings a month
- Budget
 - James Van Horn gave and detailed overview of the draft budget.
- Committee Chairs
 - Bruce Baxter has agreed to take over the community service committee. President Penny would like to see greeters committee to come back and the broadcaster will be handled by Tim Joy but we are looking for a new chair.
- Art in the Park
 - Director Gietzen gave an update along with explained the need for the board to renew partnerships with PNC and Arbor Health for the use of their parking lots.
 - Motion: The Board renew partnership agreements with PNC Bank and Arbor Health for use of their parking lots during the weekend of Art in the Park. In addition we authorize the executive secretary to execute a check to Arbor health for \$3.00 to arbor health.
 - Motion by: James Gietzen, seconded by Chris Porman
 - Vote: Passed unanimously.
- DACdb vs. Club Runner
 - President elect Penny, has been looking at the cost savings by switching to DACdb. Penny has indicated that our club had access to the DACdb program for the year to try the program out. It looks like the club could save up to \$1000.00

- The board in a consensus and would like Penny to continue to looking into this.

IX. ANNOUNCEMENTS

- **Next Board Meeting – Tuesday, July 12, 5:30 P.M.**

President Dale thanked everyone that had helped him this past year and wished the board much success in the coming year. Board members in returned thanks to president dale for his service and courage to make changes!

X. ADJOURNMENT

- President dale adjourned the meeting 7:43pm

Draft budget attached:

ROTARY CLUB OF PLYMOUTH
Preliminary Budget vs. Actuals: 2021-2022 Budget - FY23 P&L

	Total		
	Actual FY 2022	Budget FY 2023	
Income			
41000 Member Dues	32,087.50	33,000.00	-912.50
43000 50/50 Drawing	1,461.00	1,900.00	-439.00
45001 Lunch Revenue		20,000.00	-20,000.00
45101 Lunch Cash Sales	7,635.00		7,635.00
45102 Prepaid Meal Tickets	600.00		600.00
45103 Due From Foundation	870.00		870.00
45104 CC Lunch Sales	3,600.00		3,600.00
Total 45001 Lunch Revenue	\$ 12,705.00	\$ 20,000.00	-\$ 7,295.00
46000 Interest/Dividend Income	3.50		3.50
46001 Committee Income			0.00
46100 BBQ	193,538.52	120,000.00	73,538.52
46200 Golf	25,850.00	60,000.00	-34,150.00
46300 Social			0.00
46333 Dry Run-Receipts	3,771.51		3,771.51
Total 46300 Social	\$ 3,771.51	\$ 0.00	\$ 3,771.51
46400 Special Events			0.00
46405 Art in the Park	24,275.00	24,000.00	275.00
Total 46400 Special Events	\$ 24,275.00	\$ 24,000.00	\$ 275.00
Total 46001 Committee Income	\$ 247,435.03	\$ 204,000.00	\$ 43,435.03
47000 Other Revenue			0.00
47200 District Grants	2,500.00		2,500.00
Total 47000 Other Revenue	\$ 2,500.00	\$ 0.00	\$ 2,500.00
Miscellaneous Income	572.50	500.00	72.50
Total Income	\$ 296,764.53	\$ 259,400.00	\$ 37,364.53
Gross Profit	\$ 296,764.53	\$ 259,400.00	\$ 37,364.53
Expenses			
50000 Bank Charges	946.04	1,000.00	-53.96
50100 Rotary Int'l Obligations		2,000.00	-2,000.00
50101 Rotary Int'l Dues	8,963.90	7,500.00	1,463.90
Total 50100 Rotary Int'l Obligations	\$ 8,963.90	\$ 9,500.00	-\$ 536.10
50200 District Obligations		1,000.00	-1,000.00
50201 District Dues	4,749.00	5,200.00	-451.00
50202 District Meetings/Activities		500.00	-500.00
50203 District Conference	140.50	1,000.00	-859.50
50205 District Golf Outing	400.00	1,500.00	-1,100.00
Total 50200 District Obligations	\$ 5,289.50	\$ 9,200.00	-\$ 3,910.50
50300 Lunch Expenses			0.00
50301 Caterer Cost	15,811.00	19,990.00	-4,179.00
50302 Christmas High School		800.00	-800.00
51012 Guest Lunch Expense	1,185.00	1,500.00	-315.00
51302 Room Cost	4,828.00	5,396.00	-568.00
Total 50300 Lunch Expenses	\$ 21,824.00	\$ 27,686.00	-\$ 5,862.00
51000 Club Operating Expenses			0.00
51001 Executive Sec./Tres. Stipend	2,750.00	3,000.00	-250.00
51002 Broadcaster (Print & Mail)		1,000.00	-1,000.00
51007 Depreciation	104.17	100.00	4.17
51010 Dues & Subscriptions	135.00	500.00	-365.00
51021 Professional Fees	2,145.00	2,500.00	-355.00
51022 Postage	708.00	1,000.00	-292.00
51023 Website	4,732.81	2,000.00	2,732.81
51025 Supplies	947.39	1,000.00	-52.61
51026 Club Operations Other	969.40	1,400.00	-430.60

51027 Group Texting		0.00		0.00
51028 Club Runner		0.00		0.00
51029 Zoom		0.00		0.00
51030 Sign Up Genius		0.00		0.00
Total 51000 Club Operating Expenses	\$	12,491.77	\$ 12,500.00	-\$ 8.23
52000 Club Committees				0.00
52004 Community and Club History		100.00		100.00
52007 Membership			300.00	-300.00
52010 Program		0.00		0.00
52011 Advertising/Media		600.00	7,000.00	-6,400.00
52015 Special Events Expense		0.00		0.00
Art in the Park		600.00	600.00	0.00
Total 52015 Special Events Expense	\$	600.00	\$ 600.00	\$ 0.00
52030 Service Projects				0.00
52031 Beverages and Snacks			2,400.00	-2,400.00
Total 52030 Service Projects	\$	0.00	\$ 2,400.00	-\$ 2,400.00
52130 BBQ				0.00
52135 BBQ Expenses		143,551.68	80,000.00	63,551.68
52137 Proceeds to Foundation		46,400.00	40,000.00	6,400.00
Total 52130 BBQ	\$	189,951.68	\$ 120,000.00	\$ 69,951.68
52200 Golf				0.00
52201 Golf Expenses		0.00	35,000.00	-35,000.00
52257 Golf Proceeds to Foundation			25,000.00	-25,000.00
Total 52200 Golf	\$	0.00	\$ 60,000.00	-\$ 60,000.00
53002 Social Committee Expenses				0.00
53102 Annual Picnic-Expenses			800.00	-800.00
53202 BBQ Social		1,800.00	1,800.00	0.00
53302 Dry Run Expenses		3,472.72		3,472.72
53902 Other Social Committee Expenses		182.74	1,000.00	-817.26
Total 53002 Social Committee Expenses	\$	5,455.46	\$ 3,600.00	\$ 1,855.46
Total 52000 Club Committees	\$	196,707.14	\$ 193,900.00	\$ 2,807.14
QuickBooks Payments Fees		717.26	750.00	-32.74
Total Expenses	\$	246,939.61	\$ 254,536.00	-\$ 7,596.39
Net Operating Income	\$	49,824.92	\$ 4,864.00	\$ 44,960.92
Other Income				
75000 Investment Unrealized Gains/Losses		-551.44		-551.44
Total Other Income	-\$	551.44	\$ 0.00	-\$ 551.44
Other Expenses				
Other Miscellaneous Expense			200.00	-200.00
Total Other Expenses	\$	0.00	\$ 200.00	-\$ 200.00
Net Other Income	-\$	551.44	-\$ 200.00	\$ 351.44
Net Income	\$	49,273.48	\$ 4,664.00	\$ 44,609.48