**Stafford Rotary Club Board Meeting Minutes**

**Meeting Held at the Knechts’**

**Monday, May 13, 2019 at 6:00 PM**

Present: Trevor O’Toole, Linda Knecht, Jake Almborg, Leigh Ann Poland, and Mike Smith.

The meeting was called to order by President Trevor O’Toole at 6:13 pm. Motion to approve the April Board Meeting Minutes was made by Leigh Ann, seconded by Trevor. All in favor. Approved.

New Business

1. Annual Meeting Date Change Update-Linda: Linda provided an update on the recent Stafford Rotary Foundation Meeting which met primarily to consider additional funding requests from Community Service and Youth Services, but also to reconsider the Stafford Rotary Club’s request to move the Stafford Rotary Foundation’s Annual Meeting to coincide with the Stafford Rotary Club’s Annual Meeting in July 2019. After considerable discussion on the pros and cons of making this change, the Stafford Rotary Foundation voted four (4) to one (1) to approve this request. Consequently, the Stafford Rotary Club will hold its Annual Meeting at the Club Assembly in July; propose to the Club the slate of officers for Rotary Year 2020-2021; and vote to elect these officers for Rotary Year 2020-2021. At the conclusion of the Club Assembly, the Stafford Rotary Foundation will conduct its annual meeting, and provide the Stafford Rotary Foundation’s Annual Report to members.
2. Constant Contact: The Board discussed the prospect of continuing the use of Constant Contact as a tool for all of its fundraising activities. Continuance will cost the Club $45.00 per month. As a fundraising expense, this expense would accrue to the Foundation. The Board wants to continue using Constant Contact on a trial basis, and Linda will evaluate its effectiveness with this Fall’s Capitol Steps event. In the interim, the use of Constant Contact will also be available for use by the Strategic Planning/Fundraising Committee. A motion to continue the use of Constant Contact was made by Linda; seconded by Mike. All in favor. Approved.
3. Last Wednesday Social: The Last Wednesday Social Event for June will be the Installation of New Officers; and, as such, will not be held on Wednesday, June 26th, but rather, on Saturday, June 29th. The venue for this year’s Installation of New Officers is a family picnic which will be held at Lake Anna. A discussion followed on what would be necessary to host this event. Planning for this venue is well underway, however, it was recognized that programs would be needed for this event, to memorialize it, and to include other activities. Conceptually, Club members would arrive around 10:45 am; a New Member Orientation would follow at 11:00 am; with Lunch served at noon (12:00 pm). The Installation of New Officers would occur around 1:00 pm or 1:30 pm. Club members would be encouraged to stay as long as they wished following these events.
4. Vocational Service-Lauren Pollen Funds: The Vocational Service Chair, Ginni Masten, wants to donate $500 to Lauren Pollen to compensate her for some of her medical bills. A discussion followed explaining that Rotary cannot contribute funds directly to individuals; but first must find a supporting instrument which can convey these funds on behalf of the individual. The Board decided to table this request until more information is available on how assistance can be provided.
5. Riverside Contract: Trevor asked Board Members whether they had had any problems reviewing the renewed Riverside Contract. They had not. The Contract is essentially the same as before with the Club guaranteeing a minimum of 25 members at each luncheon. The Board approved the President’s signing the renewed Contract with Riverside. All in favor. Approved.
6. Donation to S.O.M.E. IHO Betsy Yarborough: Trevor asked the Board to consider making a financial contribution to S.O.M.E (So Others May EAT) IHO Betsy Yarborough, the wife of the District Governor who died recently. S.O.M.E. is a favored DC charity of the late, Betsy Yarborough who worked for many years supporting its efforts. S.O.M.E provides meals for disadvantaged families in need in the District of Columbia. The Board approved $500.00 which will be added to any individual donations from Club members. All in favor. Approved.
7. Membership Dues: Two new members have requested that their dues be recalculated at the new, Young Professionals Rate. The Board approved recalculating the dues rate for JJ Alam and Joshua Fant. Trevor will contact Jamie Larounis to determine whether he wishes to be considered in this new, category. (In the case of Jamie, the effective date will need to be determined by the Board.) As an add-on to the discussion of Membership Dues, Jake proposed not raising Club dues in the New Rotary Year. Based on an analysis of the existing Club budget, cash flow, and accounts receivable, an increase in dues is not needed at this time. All in favor. Approved.
8. New Member Vote: The Board considered and approved the membership application of Mary E. Long as a new member. She is transferring her membership from the Rappahannock Fredericksburg Club. All in favor. Approved.

Motion to Adjourn

A motion to adjourn was made and passed.

Next Board Meeting

The Next Board Meeting will be on Tuesday, June 11th at the Almborgs.

Important Note for Board Meetings in New Rotary Year: Going into the New Rotary Year, the Board agreed that Board Meetings will be held on Mondays at 5:30 pm on the 2nd Monday of the month. Meeting locations will continue to rotate between Board Members.