

SWPCP Rotary Club Board Meeting Minutes 1/11/2021

Attendance:

Karen Hintz, President	Nancey Olson, Sgt. at Arms
Paul Estrella, Pres. Elect	Nancy McAllister, Past Pres.
Mark Magee, Pres. Elect Nominee	Mary Atherton (Membership)
Eleanor Ramage, Secretary	Brad Browning
Dorothy Le, Treasurer	Dan Nydegger
Carol Lynn Ockfen, Pres. TRF	Keleigh Schwartz
Vanessa Ulku-Howard (Programs)	

Call to Order: 5:34, after ascertained quorum

Agenda: Motion to approve by Paul, second by Nancy M.

12/07/2020 Minutes: No questions/discussion; motion to approve by Nancy M, second by Carol Lynn and approved.

Old Business: Karen summarized action items from past meetings, and their resolution.

1. The proposed and adopted temporary change to meeting schedule and the distribution of this to membership. Karen will continue to send out weekly Agendas and provide meeting dates even in weeks when there is no meeting.
2. Regarding questions over Foundation Board reporting to Club Board, Brad said that had been handled at last Foundation Board meeting, and they will continue weekly updates following each Board meeting.
3. Membership status: Last month we reviewed the roster and there is no change to current active membership. Carol Lynn wanted to make sure that participation in various projects is included in attendance records.
4. Christmas Angels went really well (281 children), there was lots of wrapping help and setting it up at the playhouse in Ilwaco worked great and all were very helpful.

New Business:

1. Treasurer's Report: Karen reported there has not been much activity this past month and the Club has not yet received Dues invoice from District and RI. A summary report was sent out just prior to the meeting, and the question arose again about the lack of a detailed report. Carol Lynn commented that this should be readily available from Quick Books, and Eleanor specifically asked for more detailed financial accounting to the Board, as required by current bylaws; Paul agreed. Karen said detailed reports will be available by the February Board meeting.
2. Dictionary Project: Status this year is still up in the air but Don Parsons is working on it, trying to connect with the school district. There is still a budget line item of \$300.00 for this.
3. Financial Overview: This was an action item carried over from September. Eleanor requested that "donator" in paragraph about on-line payments be changed to "donor" and Karen will fix this. Paul asked if we plan on revisiting this document, and both Boards need to review it. Karen said that has already been done, and maybe we could enlist Dennis Long to help explain why Foundation helps fund Club operating costs. This item may need to be addressed next year in Paul's budget process but it won't change now. Motion to approve, with recommended

word change, by Eleanor and second by Carol Lynn – motion carried. Keleigh sent a comment (on Zoom) that there are other errors she thinks need to be addressed, specifically clarifying the distinction between Peninsula Rotary Foundation and Rotary International. Eleanor agreed to put motion on hold and will work with Karen to accomplish further review & refinement and this motion will be revisited at February Board meeting.

4. Club Constitution: This is currently being worked on and Karen took required template from RI and inserted our specific information; the basic document cannot be changed. The draft provided will be reviewed as a supplement to Club Bylaws then finalized with any change to those bylaws. A quick overview of the key elements:
 - a. The annual meeting date is stipulated in the constitution but our Club usually can't make the December 31 date and holds it in February or March. Karen plans on working with Paul to set up a date for this meeting.
 - b. The constitution also states that members cannot belong to more than one club, and there may be changes to definition of Honorary Members.
 - c. Membership attendance is considered 60% and this document clarifies how to make up any absences.
 - d. February is the anniversary of founding of Rotary and Karen would like to hold a Club Assembly Feb. 23 to provide the appropriate history, which Carol Lynn will present.
 - e. The constitution also states that every member will receive the monthly magazine, with exception for 2-person household.
5. Club Bylaws: Again, Karen provided a draft document using the current RI template and indicating in red our current version so we could see where we may need to modify or clarify. Not every section will require a change and main focus will be on the Club Board, as determined by the Club, especially potential limits to terms of office. To date, the President is the only office with a one-year term, with possible exception under extenuating circumstances, such as Karen holding this position for two years following resignation of President Elect. Our Club operates on a year-by-year basis for all other Board officers. Regarding the duties of the officers, Karen doesn't see any need to change this section. The meeting schedule requires that we list all options. The method of voting on officers may need some discussion, same for committees and duties where we have an additional Article, and for Leave of Absence. The section on finances needs to be reviewed and updated. Karen asked for volunteers to help her and Paul with the Bylaws Review Committee, and Carol Lynn offered her help. It was also recommended that John Ramage and Dennis Long be asked to advise, and all agreed with this.
6. Planning: Karen will work with Paul to identify candidates for 2021 – 2022 Board and they may want to put together a nominating committee. It needs to be established whether current officers, especially Treasurer and Secretary, want to stay on for another year.
7. Club Assembly: The proposed meeting February 23 will not only cover the history of Rotary but the current state of our Club and may also include Foundation status.
8. Annual Meeting: This is proposed to be held March 9, 2021 and will include discussion of the election and revisions to bylaws.

Open Discussion: Karen noted that it was 6:30 with Foundation Board waiting in the wings and asked for any additional comments or questions. It was decided that these should be emailed to Karen and rolled into February Board Meeting. Carol Lynn expressed gratitude to Karen for taking on the revision to Club Bylaws.

Adjourned: 6:33 p.m. Motion to adjourn by Carol Lynn with second by Eleanor and all approved.

