



The Rotary Club of Woodland Sunrise

PO Box 8155 • Woodland, CA 95776

Board of Directors Meeting Minutes

Date: 01.14.21

Location: Zoom meeting

Board Members (P = Present, A= Absent)

President: Ramon Urbano (p) **President Elect:** Robyn Drivon (p) **Past President:** Wayne Ginsburg (p)

Secretary: Buzz James (P) **Treasurer:** Lynn Jepsen (p)

Board Members: Al Aldrete (P) Rich Sakai (p) Beja Springer (p) Dennis Miller (p) Robyn Miller (P)
Jim Odusola (p)

Others Present: Larry Peterson, Brad Miller

1. The meeting was called to order at 7:00 AM

2. Consent Agenda

- a. Approval of Board minutes
- b. Treasurers Report – See attached
- c. Public Image report – No report
- d. Membership report – See attached
- e. Service project report – No report
- f. **Motion to approve:** Dennis M **Second:** Wayne
- g. Unanimously approved – 9-0 (Robyn M was not in attendance for the vote)

3. Old Business

a. Dues Increase Discussion

- i. The breakeven cost per member is \$181 while we currently pay \$145 which only covers District and International dues.
- ii. We currently have the lowest dues in the region
- iii. Lynn would like to get more feedback from members to understand their concerns
- iv. There is also a thought that we could raise dues over the next couple of years to get to the appropriate amount.
- v. Another suggestion was is that we could offer a payment plan, but this would cause significant increase of work for the treasurer.
- vi. There was additional discussion on how to handle the money we have in reserve.
- vii. The minimum amount of money we need to keep in reserve should be to maintain operations for one year with NO INCOME. Currently we keep that minimum at \$20,000
- viii. It was finalized to take no action at this time, but we will need to do so in April.
- ix. In the meantime, send your comments regarding raising dues to Lynn and copy everyone.
- x. Another thought was to draft a list of FAQ's with answers in anticipation of member questions.

b. Video recording of meetings

- i. The discussion is to whether to move forward on recording only the meeting speakers and put it on our YouTube page



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- ii. Ramon sent an email to the other Presidents in the area for feedback and opinions.
 - 1. Davis does not record
 - 2. Luna Vista – has recorded once
 - 3. Davis noon – No recording
 - iii. A comment was if we record it may be good for other clubs to identify speakers.
 - iv. A concern for member privacy is the big issue and there was caution that if we record speakers how do we handle the privacy of a member that asks a question of the speaker?
 - v. One comment was “if no other club is recording, then it may be a good time to start. It will give us an advantage on getting new members”.
 - vi. It was discovered that we currently have a Woodland Sunrise Rotary YouTube page. This was a surprise to some and was curious who developed the page, who administrates the page and what are the passwords so we can add to the password policy and add to the document.
 - vii. Another comment was that some speakers may be skeptical on being a speaker or reluctant to share some information if it was recorded. We would need to get approval from them to record their presentation.
 - viii. Another comment is that members can turn off their video if they want privacy during the meeting, so they are not seen.
 - ix. A large concern was who would take the responsibility of recording, editing, and posting the video to the YouTube site. This could be a big responsibility to take on and push off on someone in the club if no volunteers.
 - x. A request could be made that the presenter’s video their presentation outside of the meeting. This would solve the issue of member privacy and member editing.
 - xi. Ramon would like to put together a task force to identify some ideas and bring back some possible solutions.
 - 1. Need to identify a model
 - 2. Need to identify who would be responsible and what is involved to record, edit and post
 - 3. Al A volunteered to head the task force.
 - 4. No task force members were identified and no time frame for meetings or when to bring back to the Board was identified.
- c. **Global Grant Update – Kenya Project**
- i. This a continuation of the last 3 meetings.
 - ii. We received a budget 2.5 years ago but the project has lapsed.
 - iii. The cost is now \$35,000 for a global grant. This would require significant financial requirement. Approximately \$10,000 would need to be donated by the club.
 - iv. Our club would take the lead on this project and the Club in Kenya would manage the funds.
 - v. We would need to develop a report and submit the request.
 - vi. A concern was voiced that it seems like an administrative challenge for our club and we would need to reach outside our club for help.
 - vii. It was mentioned that Raylene from the Luna Vista Club can help with writing the grant



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- viii. Someone from the club would have to be identified to oversee the project and administrate for 3 years. Keith is in line from the Foundation to do this, but he has not been asked.
- ix. There was uncertainty on who were or are the members on the committee. The thought was that it included Brad, Wayne, Robyn, Larry, Jim, Dave Y. Ramon was going to send an email to get this information.
- x. The topic was tabled due to time.

4. New Business

a. Camp Royal

- i. Camp Royal will be virtual this year
- ii. The cost is \$300 per person for a student to attend.
- iii. Wayne moved to approve allocating and submitting \$600 for the club to sponsor 2 students. Second: Rich. Motion passed unanimously 10-0

b. Extending of the meeting

- i. Wayne moved to extend the meeting an additional 5 minutes to cover an additional agenda item. No second or vote was taken. Meeting was extended.

c. Imagination Library Campaign

- i. Wayne presented information on the program
- ii. See attached summary of the program. (Summary not submitted at the time of distribution).
- iii. The request is to have a month of fundraising by asking members to voluntarily donate to the cause.
- iv. It was suggested that the club could match the donations up to specific amount
- v. Lynn J moved to have the club implement a voluntary member donation campaign to raise money for the Imagination Library Campaign and have the Club match funds up to \$2,000.
 - 1. Second: Al, Motion passed unanimously 10-0

5. Adjourn

- a. Meeting was adjourned at 8:16 AM



Rotary Club of Woodland Sunrise

Financial Statements

December 2020

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Woodland Sunrise Rotary

Notes to Financial Reports
December 2020

Mid-Year Refresher - Brief Description of Balance Sheet Items (i.e. HUH?)

All assets are in cash. The Beer Booth Checking is “owned” by all Yolo County Rotary clubs. We were asked to be custodians by the Beer Booth Committee.

The liabilities are almost all pledges or commitments made by the club and are not, in fact, bills owed.

- Member assistance Fund – portion of District Dues refund set aside to help pay dues for some members who were adversely impacted by COVID-19.
- President to DC and RI Convention – Robyn and Ramon to share for next RI Convention
- Mystery Golf – the cash is in club’s checking account. The Mystery Golf Committee asked us to take custody of their funds.
- Mexico Fire Engine and Woodland Scoreboard – pledges we made in prior years to other club’s grants.
- Weekly COVID Relief – amount donated by members for a food security or front line worker recognition.

Recommendations:

1. Move \$871 in member assistance fund back into an income account. It does not appear to be needed.
2. Donate \$1,139.00 in COVID Relief funds to Meals on Wheels or deliver some snacks for the staff at Woodland hospital.
3. Determine status of the grant projects and if our pledges are no longer needed, return funds amounts to income (by reducing the expense)

[Note: Next Month will be a mid-year reminder about Income items]

YTD Update on the generosity of Woodland Sunrise members:

The Rotary Foundation	
Polio Plus	2,739
Other	6,690
The Club	3,693
WSRF	
Unrestricted	2,564
Foster Kids Graduation	50
Winters Fire Relief	2,875
Salmondemic	15,575

This information covers period July 1, 2020 – December 31, 2020 only. Reporting TRF and WSRF contributions here implies no financial relationship with the club.

Rotary Club of Woodland Sunrise
Donations/Community Service

7/01/2020 - 06/30/2021

Winters Rotary	2,875.00	Match Members donatiions for Fire Relief
Sacramento Railways	200.00	Adopt a Palm
Yolo County Library	1,000.00	Read 4 Life

Year-to-Date Donations	<u>4,075.00</u>
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Total Donations	<u>4,075.00</u>
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Rotary Club of Woodland Sunrise

STATEMENT OF FINANCIAL POSITION

As of December 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000.10 Club Checking First Northern	9,807.41
1000.20 First Northern Money Market	50,041.57
1000.30 Checking-Beer Booth	4,640.21
1100.10 Cash on Hand	350.00
Total Bank Accounts	\$64,839.19
Total Current Assets	\$64,839.19
TOTAL ASSETS	\$64,839.19
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2000.10 Beer Booth Payable	
2000.11 Beer Booth Reserves	3,659.96
2000.12 Beer Booth Operating Fund	980.25
Total 2000.10 Beer Booth Payable	4,640.21
2100.10 Misc Accounts Payable	0.00
2100.11 Member Assistance Fund	871.00
2100.13 Pres to DC and RI Convention	4,000.00
2100.14 Mystery Golf	1,227.12
2100.15 Pledged Donations	0.00
2100.16 Mexico Fire Engine Payable	600.00
2100.17 Woodland Scoreboard	500.00
2100.25 Wkly fee 4 Covid relief	1,139.00
Total 2100.15 Pledged Donations	2,239.00
Total 2100.10 Misc Accounts Payable	8,337.12
2300.00 Raffle Balance	829.00
Total Other Current Liabilities	\$13,806.33
Total Current Liabilities	\$13,806.33
Total Liabilities	\$13,806.33
Equity	
3000.00 Restricted Equity	
3000.10 Board Restricted Equity	20,000.00
Total 3000.00 Restricted Equity	20,000.00
3900 Retained Earnings	30,908.89
Net Revenue	123.97
Total Equity	\$51,032.86
TOTAL LIABILITIES AND EQUITY	\$64,839.19

Rotary Club of Woodland Sunrise

BUDGET VS. ACTUALS: FY_2020_2021 - FY21 P&L

July - December, 2020

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Revenue			
General Club Income			
4000.00 Weekly Meetings			
4100.00 Weekly Meeting Income	-1,115.00		-1,115.00
Total 4000.00 Weekly Meetings	-1,115.00		-1,115.00
4300.20 Recognition and Other Fees	2,816.00	3,000.00	-184.00
4300.25 General Contribution	877.00		877.00
4300.40 Membership Dues	10,005.00	10,005.00	0.00
4300.50 Interest Income	11.55	75.00	-63.45
4300.60 Other Income	27.94		27.94
Total General Club Income	12,622.49	13,080.00	-457.51
Total Revenue	\$12,622.49	\$13,080.00	\$ -457.51
GROSS PROFIT	\$12,622.49	\$13,080.00	\$ -457.51
Expenditures			
5100.00 General Club Expenses			
5000.10 RI Dues	3,413.43	6,141.00	-2,727.57
5000.20 District Dues	3,588.00	3,588.00	0.00
5100.25 PO Box Rental		140.00	-140.00
5100.28 Technology Improvements	35.00	150.00	-115.00
5100.29 QuickBooks Subscription	497.50		497.50
5100.30 Bank Charges	368.26	2,000.00	-1,631.74
5100.50 Miscellaneous Expenses		500.00	-500.00
5100.51 Postage & Paper	55.00	220.00	-165.00
5100.53 Supplies	49.90		49.90
5100.54 Badges	51.43		51.43
5100.55 Taxes; Tax Preparation	20.00	35.00	-15.00
5200.00 Training, PETS, RI Convention		1,200.00	-1,200.00
5200.10 Web Site Maintenance	345.00	300.00	45.00
Total 5100.00 General Club Expenses	8,423.52	14,274.00	-5,850.48
Comm. Service & Donations			
5500.75 Other Donations	4,075.00		4,075.00
Total Comm. Service & Donations	4,075.00		4,075.00
Total Expenditures	\$12,498.52	\$14,274.00	\$ -1,775.48
NET OPERATING REVENUE	\$123.97	\$ -1,194.00	\$1,317.97
NET REVENUE	\$123.97	\$ -1,194.00	\$1,317.97

Membership Committee Report

January 2021

- December 1, 2020 – 68 Active Members & 4 Honorary Members
- Honorary Members (4): Mark Faye, Greg Stille, Tom Vail and Brad Van Sant
- LOA – none
- Attendance for December was 69-75%
- YTD Range is 62-78%
- Attendance Average for December – 72%
- YTD Average is 72.3%

- Rule of 85 Members (10): Ellen Burris, Pat Butler, Peter Cahn, Pete Faye, Wayne Ginsburg, Rick Pomeroy, Ken Price, Bob Pye, Rich Sakai and Chuck Santoni
- Membership Committee Members: Frank Crum and Rich Sakai as Co-Chairs, Rick Pomeroy, Bob Pye, Larry Peterson and Sophia Herek

- Pomeroy suggested a “social Zoom” on the 24th and 31st and there were about a dozen attendees for each.
- The Committee will meet in January to summarize any opportunities and lessons learned.
- The third Rotary Roundtables to commence
- Reminders for potential new members to be incorporated into the discussions.

- Two potential new members are in the works with the usual forms and information sent to both multiple times
- Both have attended Club meetings via Zoom
- Both have challenges with immediately joining and may require ongoing encouragement
- Continued follow-up to determine their interest in joining in January