



The Rotary Club of Woodland Sunrise

PO Box 8155 • Woodland, CA 95776

Board of Directors Meeting Minutes

Date: 11.11.20

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 (A) Rich Sakai (p) Beja Springer (p) Dennis Miller (p) Robyn Miller (P)
Jim Odusola (p)

Others Present: Larry Peterson

1. The meeting was called to order at 7:01 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:** Rich S **Second:** Jim O
- g. Unanimously approved – 10-0

3. Old Business

a. Password Policy

- i. Reviewed the proposed policy. Stated that passwords have not been changed for years and many other people have had the passwords.
- ii. Board agreed that the passwords need to be changed annually in July after new officers have begun their term.
- iii. Comments regarding the proposal:
 1. Are the financials located where someone can change them? No... Currently it is only the backup that is stored on the cloud. Lynn uses a desktop version but is looking to move to the online version.
 2. Need to clarify between the Foundation and club accounts on who has authority. Be specific on if it is the Club treasurer or the Foundation treasurer.
 3. There is uncertainty where the speaker folder is located. Buzz will investigate this and add to the policy.
 4. Seems that some club photos are stored in a DropBox folder. Not sure if these are copied photos. Also need clarification on Dena's newly created Google Drive photo drop zone
 5. Need to add the Web Master as a person who can access the club photo drive.
- iv. Motion was made to update the policy with the additional or modifications discussed in the revised policy and vote to approve at the next meeting.
 1. Motion: Lynn J., Second; Wayne G. Motion approved unanimously



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4. New Business

a. President's Update

- i. District Governor's (DG) Visit - President Ramon wanted to make sure the November 18th at 1800h meeting with the DG was on everyone's calendars. Also joining the meeting will be Keith Rode: Polio Plus Chair and John Martin: Foundation Chair.
- ii. Rotary themes: Each month Rotary has a theme that Ramon plans on addressing.
 1. Dec - Disease prevention and treatment month
 2. Jan - Vocational Service
- iii. The nominating committee has selected the new officer nominees for the next fiscal year;
 1. President Elect: Brad Miller, Treasurer- Lynn J, Secretary - Buzz James, New Board members: Dave Yust, Dena Lawrence, Jason Wood.

b. Global Grant Update - Kenya Project

- i. Jim says he needs to reach out to Dwayne or Rayleen Ewing. Rayleen may be best to contact as she has experience in drafting global grants
- ii. Jim is doing more research and will have another update at the next meeting.
- iii. It was mentioned that Dave Yust also has experience writing grants and may be a resource.

c. Update on Club Fundraiser (Replacing Salmon BBQ)

- i. Videos are completed and went to the recipients for approval. Currently all have been approved except 4th and Hope.
- ii. The fundraiser is going slower than hoped. Trying to go live now on November 20th.
- iii. Larry has developed the payment page on the Foundation site for people to donate.
- iv. Recipients will also be promoting the fundraiser on their social media sites and to friends.

d. Other new business

- i. Lynn J is wanting to have another person as an assistant treasurer so she can train to take her place soon. She has someone in mind but needs to contact the person to gauge their interest.
- ii. Lynn would also like to move to QuickBooks On-line. Can have up to 5 users. She thinks it is and annual fee of \$300.
 1. Motion to move to QBO with an annual fee of up to \$350 / year.
 2. Motion: Robyn D, second: Robyn M. Motion carried unanimously
- iii. Lynn mentioned that she has sent out an email for the Foster Kids Christmas Gift program. Asked that a reminder to be announced during the next club meeting.
- iv. Club Donations:
 1. Dennis mentioned that we need to be able to discuss some donation requests between scheduled Board Meetings. There was a request for an Eagle Scout project that was submitted after the last Board Meeting and has expired before this Board Meeting.
 2. It was mentioned that the Board can hold special Board meetings at anytime. Email meetings will require 100% unanimous vote so best to have a special meeting.



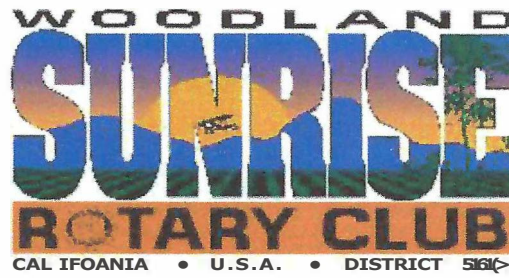
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3. Another thought was to have a special contingency fund to cover such requests.

5. Adjourn

- a. Meeting was adjourned at 8:02 AM (M: Lynn, 2nd: Rich)



Rotary Club of Woodland Sunrise

Financial Statements

October 2020

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CLUB FUNDRAISING ANALYSIS

INTERIM RESULTS FOR JULY THROUGH OCTOBER (2020-21)

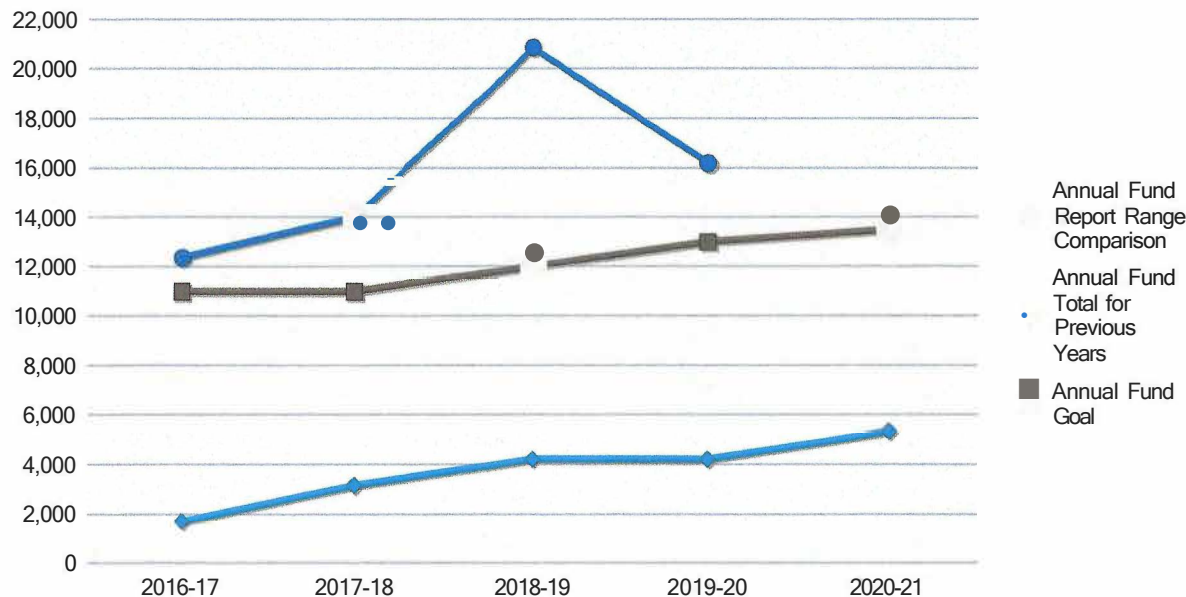
District 5160

Annual Fund Goal

2020-21	\$13,500
2019-20	\$13,000
2018-19	\$12,000
2017-18	\$11,000
2016-17	\$11,000

Annual Fund Contributions

2020-21	\$5,330
2019-20	\$16,211
2018-19	\$20,870
2017-18	\$14,010
2016-17	\$12,375



Annual Fund Report Range Comparison is the Annual Fund giving from 1 July to 31 October for current and previous years

The prior four-year average in Annual Fund giving from July through 31 October is \$3,335. This figure can be used to compare Annual Fund giving for the current Rotary year.

*Total Contributions include Annual Fund, PolioPlus, approved Foundation Grants, Other Giving, and Endowment contributions for the reporting period.

For questions and additional club reports please use [MyRotary](#) or call the Rotary Support Center toll free at (+1-866-976-8279) or by email at (rotarysupportcenter@rotary.org).

Woodland Sunrise, CA (29414)

Total Contributions*

2020-21	\$7,161
2019-20	\$22,302
2018-19	\$24,303
2017-18	\$15,376
2016-17	\$15,206

AF Per Capita

Club	District
2020-21	\$47
2019-20	\$206
2018-19	\$195
2017-18	\$194
2016-17	\$185

Membership

2020-21	69
2019-20	72
2018-19	76
2017-18	73
2016-17	73

	EREY Members	Sustaining Members	PHS Eligible
2020-21	18	18	2
2019-20	47	45	8
2018-19	58	58	10
2017-18	57	55	5
2016-17	58	57	7

Note: 'EREY Members' reflect the number of donors who contributed some amount to the Annual Fund during the Rotary Year. 'Sustaining Members' reflect the number of donors who contributed US\$100 or more to the Annual Fund. 'PHS Eligible' reflect the number of donors who contributed US\$1,000 or more to the Annual Fund, Polio Plus or approved Foundation Grant.

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
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Year-to-Date Donations	<u>2,875.00</u>
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Total Donations	<u>2,875.00</u>
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Rotary Club of Woodland Sunrise

Balance Sheet

	Oct 31, 20
ASSETS	
Current Assets	
Checking/Savings	
1000.10 · Club Checking First Northern	11,630.21
1000.20 · First Northern Money Market	50,038.17
1100.10 · Cash on Hand	350.00
1000.30 · Checking-Beer Booth	4,640.21
Total Checking/Savings	66,658.59
Total Current Assets	66,658.59
TOTAL ASSETS	66,658.59
LIABILITIES & 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	
2100.25 · Wkly fee 4 Covid relief	1,139.00
2100.11 · Member Assistance Fund	871.00
2100.13 · Presto DC and RI Convention	4,000.00
2100.14 · Mystery Golf	1,227.12
2100.15 · Pledged Donations	
2100.16 · Mexico Fire Engine Payable	600.00
2100.17 · Woodland Scoreboard	500.00
Total 2100.15 · Pledged Donations	1,100.00
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 Income	1,943.37
Total Equity	52,852.26
TOTAL LIABILITIES & EQUITY	66,658.59

Rotary Club of Woodland Sunrise
Profit & Loss Budget vs. Actual
 July 2020 through June 2021

	<u>Jul '20 - Jun 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
General Club Income			
4000.00 · Weekly Meetings			
4100.00 · Weekly Meeting Income	(1,115.00)		
Total 4000.00 · Weekly Meetings	(1,115.00)		
4300.25 · General Contribution	877.00		
4300.20 · Recognition and Other Fees	2,811.00	3,000.00	(189.00)
4300.40 · Membership Dues	10,005.00	10,005.00	0.00
4300.50 · Interest Income	8.15	75.00	(66.85)
4300.60 · Other Income	27.94		
Total General Club Income	12,614.09	13,080.00	(465.91)
Total Income	12,614.09	13,080.00	(465.91)
Gross Profit	12,614.09	13,080.00	(465.91)
Expense			
5100.00 · General Club Expenses			
5000.20 · District Dues	3,588.00	3,588.00	0.00
5000.10 · RI Dues	3,413.43	6,141.00	(2,727.57)
5100.54 · Badges	51.43		
5100.25 · PO Box Rental	0.00	140.00	(140.00)
5100.28 · Technology Improvements	35.00	150.00	(115.00)
5100.30 · Bank Charges	307.86	2,000.00	(1,692.14)
5100.50 · Miscellaneous Expenses	0.00	500.00	(500.00)
5100.51 · Postage & Paper	55.00	220.00	(165.00)
5100.55 · Taxes; Tax Preparation	0.00	35.00	(35.00)
5200.00 · Training, PETS, RI Convention	0.00	1,200.00	(1,200.00)
5200.10 · Web Site Maintenance	345.00	300.00	45.00
Total 5100.00 · General Club Expenses	7,795.72	14,274.00	(6,478.28)
Comm. Service & Donations			
5500.75 · Other Donations	2,875.00		
Total Comm. Service & Donations	2,875.00		
Total Expense	10,670.72	14,274.00	(3,603.28)
Net Ordinary Income	1,943.37	(1,194.00)	3,137.37
Net Income	1,943.37	(1,194.00)	3,137.37

- November 1, 2020 – 68 Active Members & 4 Honorary Members
 - Honorary Members (4): Mark Faye, Greg Stille, Tom Vail and Brad Van Sant
 - Note: One Honorary Member has 56% attendance
 - LOA – none
 - Attendance for October was 65-78%
 - YTD Range is 62-78%
 - Attendance Average for October – 71.6%
 - YTD Average is 72.5%
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- 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
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- The second round of quarterly Round Tables are to start in November
 - Members so desiring can attend other Round Tables if there is room available and will be coordinated by Rich
 - The Committee will meet post the second round of Round Tables
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- A potential new member is in the works with the usual forms and information sent to him
 - He has attended two Club meetings via Zoom