



MEETING MINUTES – BOARD MEETING

JUNE 23, 2015 12:00PM

RABOBANK CONFERENCE ROOM, ATASCADERO

BOARD MEMBERS

John Hollenbeck, President
Davina Bergin, Secretary
Dick Chafin, Treasurer
Tom Zirk, President Elect
Ken Johnston, Past President
Ken Weathers, Executive Secretary

Ryun McCrory, Club Service (Absent)
John Neil, Community Service (Absent)
Matt Conrad, International Service
Paul Parotti, Youth Service
Rich Johnson, Vocational Service

Minutes Recorded by: John Hollenbeck

- 1) President Hollenbeck called the meeting to order at 12:00pm. Directors Bergin and Johnson were absent.
- 2) President Hollenbeck introduced guests John Sanders, Charles Bourbeau and Ron Mead.
- 3) Items added to the agenda:
 - a. Director Chafin added a discussion on budgeted expenses.
- 4) SECRETARY'S REPORT-BERGIN
President Hollenbeck presented the minutes from the prior meeting. Motion was made by Tom Zirk and seconded by Ken Johnston to accept the minutes. There was no discussion. All approved the minutes.

(Note: Director Conrad notified the Board that Director Bergin's husband, Mike, is recovering from a stroke he had over a month ago. He's at a rehabilitation facility in Santa Barbara and will be there another five to six weeks.)

- 5) TREASURER'S REPORT-CHAFIN
Treasurer Chafin presented the treasurer's report and handed it out. The last remaining expense is the Come Down Party. The Profit & Loss (Budget vs. Actual) for the year as of June 23, 2015, is attached to these minutes. The total income for Rotary Year 2014/15 equaled \$118,385, and was a successful year financially.

The expected net balance for Rotary Year 2014/15 is estimated to be \$3,300 after obligation for the Come Down Party.

There is \$1515 outstanding Accounts Receivables from various club members for Quarter 3. Kevin Johns, who recently resigned from the club, has \$195 outstanding. Director McCrory will call him and seek collection.



6) OLD BUSINESS

- a. Allocation of any surplus monies from Rotary Year 2014/15: Treasurer Chafin moved to send surplus money not to exceed \$3,000 to the Rotary Club of Atascadero Foundations, Inc., with the Club’s request that it is deposited within the new Community Award Fund. This motion was seconded by Ken Johnston. President Hollenbeck asked if any Directors or guests had knowledge of the old Boy Scout Building located by the Atascadero Unified School district office on Lewis Ave, as an article in the 6/23/15 Tribune by Lon Allen indicates a rush to move the 90-year old building before it is razed (expected on July 1st). No Directors had knowledge of the historic significance or other knowledge of the structure. Director Neil said he would contact the president of the Historic Society to learn what he can. According to the newspaper article, a budget of \$21,000 to move the building is estimated, and to-date \$15,000 had been raised. The discussion by President Hollenbeck was if we should support this effort, yet with a lack of information it was not easy to evaluate if the Board should support this effort. As such, no other Directors had any discussion, and a vote of the motion passed unanimously.
- b. Status Update of Beer-fest Fundraiser: Directors Neil and Johnston reported on a meeting they had with Chamber of Commerce CEO Linda Hendy. Logistically, it is impossible to organize such a festival for this year’s Hot August Nights or as an Oktoberfest. The Directors were allowed to review the financial summary of the Chamber’s Wine Festival and based on this review determined that festivals such as these require a lot of volunteer workers and yields a low net profit. They both expressed a pessimistic view of such a fund raiser, and it seems to center on the expense that goes to the Chamber. Discussion about the Club organizing it wholly and whether it would be more profitable as such yielded that Director Johnston would evaluate the financials assuming the Club had full receipt of all possible profits, and he will report back to the Board. Guest Ron Mead has been in contact with a person in Chico who is involved with their beer-fest fundraiser and is learning what he can from this contact. The idea remains tabled for further consideration.

7) NEW BUSINESS

- a. Budgeted Expenses. Treasure Chafin wanted to bring some budget items to the Board’s attention for further consideration and evaluation. He produced a Profit & Loss analysis for the past three Rotary Years for categories he called “Community Activities” and “Club Activities”. (editor’s note – I gauge the “Club Activities” as the overhead to run the club, and the “Community Activities” as what the club gives back to the community, both local and internationally). A summary of this analysis is tabularized below:

Activities	Rotary Year 2012/13		Rotary Year 2013/14		Rotary Year 2014/15	
	Income	Expense	Income	Expense	Income	Expense
Community	\$39,761	\$27,676	\$45,268	\$44,870	\$56,694	\$43,675
Club	\$57,051	\$50,099	\$57,672	\$55,886	\$61,691	\$61,842
Total	\$96,812	\$77,775	\$102,940	\$100,756	\$118,385	\$105,517

The difference between the Income and Expense within the “total” line is nominally what the Board allocated to be sent to the Rotary Club of Atascadero Foundation, Inc. in each year. In summary, the respective contributions to the Foundation for these three years were \$19,000, \$4,564, and \$12,000.

An interesting outcome of this analysis is that the Club Activity expenses are self-funded through Club Activity income, which prior to performing this analysis was not



the expected outcome (i.e., this is a good thing). (Editor's Note for Rotary Year 2014/15: The cost of the Club's 65th Birthday Party was partly subsidized by the Club (~\$2,500), and this type of expense is not an annual event.)

Treasurer Chafin then provided comments on the following specific budget items:

- i. Rotary International Convention. The RI convention cost the club about \$101 per member for this year, and likely was a similar figure in year's past. Chafin thought the Board should deliberate if this is wise expense for our members, as it nearly equals all of the monies raised through the recognition process for the entire year (e.g., \$139/member was raised in RY 2014/15).
- ii. Joint Board Meeting. The cost of the Joint Board Meeting, which is a dinner party for the two boards held around May/June, was \$1300 for this Rotary Year. Chafin proposed that the Board consider cancelling this event/expense.
- iii. Reimbursement for Travel to Rotary Events. Chafin pointed out that the Club's Continuing Resolution requires Board Approval for any reimbursement of travel expenses. Chafin pointed out that travel should not be based on the IRS Reimbursement rate which is over \$0.5/mile. President Hollenbeck remarked that the reimbursement rate should be based on the IRS' Charity Rate, which is \$0.14/mile in 2015.
- iv. Bar Costs. Chafin reported that \$3,311 was attributed to "bar costs" for Rotary Year 2014/15. The net bar cost was about \$2300 (bar items were charged for the Club's birthday party). Chafin suggested this cost is creeping upward over the past years and controls of this cost need to be addressed by the Board.

Solutions to any of these specific items will come at a later time by the future Board of Directors. A discussion by the Board was the possible formation of an ad hoc committee to review and develop proposed action by the future Board. President-Elect Zirk will review and address this in the near future.

8) Committee Reports

- | | |
|-----------------------|--|
| Club Service | Ryun McCrory: He has completed the training of Ron Mead as the Club Service Chairman for RY 2015/16. |
| Vocational Service | No report available. |
| Community Service | John Neil: Nothing to report. Director Neil will contact Jim Wilkens regarding the Boy Scout building. |
| International Service | Matt Conrad: Nothing to report. |
| Youth Service | Paul Parotti: Nothing to report. |
| Special Projects | Ken Weathers: Nothing to report. |

9) Club Calendar of Events

- a) Club calendar was reviewed.

A motion to adjourn was made and seconded: all approved. Meeting adjourned at 12:59 p.m.

ATASCADERO ROTARY CLUB

Profit & Loss Budget vs. Actual

July 2014 through June 2015

Accrual Basis

	Jul '14 - Jun 15	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3001 · GENERAL CLUB INCOME				
3010 · Attendance Fees	2,080.00	2,400.00	(320.00)	86.7%
3025 · Club Dues	16,640.00	16,620.00	20.00	100.1%
3035 · Initiation Fees	125.00	1,125.00	(1,000.00)	11.1%
3040 · Lunch Fees	25,070.00	27,000.00	(1,930.00)	92.9%
3060 · Recognition Fines	8,148.92	6,300.00	1,848.92	129.3%
Total 3001 · GENERAL CLUB INCOME	52,063.92	53,445.00	(1,381.08)	97.4%
3065 · MISCELLANEOUS INCOME				
3020 · Donations				
3020.2 · Shelter Box Donations	1,890.00			
3020 · Donations - Other	20.00	4,194.00	(4,174.00)	0.5%
Total 3020 · Donations	1,910.00	4,194.00	(2,284.00)	45.5%
3119 · Pin Sales	87.00	120.00	(33.00)	72.5%
3525 · Paso/Atas Football Lunch	2,400.00	1,260.00	1,140.00	190.5%
Total 3065 · MISCELLANEOUS INCOME	4,397.00	5,574.00	(1,177.00)	78.9%
3118 · Polio Plus Donation	1,110.00			
3500 · INCOME FROM EVENTS				
3810 · Tuesday In The Park BBQ	8,195.00	5,000.00	3,195.00	163.9%
3111 · Sports Pools	3,290.00	2,000.00	1,290.00	164.5%
3510 · Crab Feed				
3511 · Crab Feed Bar Receipts	0.00	1,175.00	(1,175.00)	0.0%
3512 · Crab Feed Ticket Sales	13,396.00	8,750.00	4,646.00	153.1%
Total 3510 · Crab Feed	13,396.00	9,925.00	3,471.00	135.0%
3520 · Come Down Party	1,260.00	1,260.00	0.00	100.0%
3530 · Firemen's BBQ	1,260.00	1,260.00	0.00	100.0%
3549 · Golf Tournament	0.00	1,000.00	(1,000.00)	0.0%
3600 · Wine Cellar Raffle	23,020.00	22,000.00	1,020.00	104.6%
3700 · Take The Lead Conference	4,225.00	2,800.00	1,425.00	150.9%
3537 · Family Dinner	1,260.00	1,260.00	0.00	100.0%
Total 3500 · INCOME FROM EVENTS	55,906.00	46,505.00	9,401.00	120.2%
3550 · INCOME FROM SOCIAL EVENTS				
3558.1 · Club's 65th B-Day Dinner	4,620.00	2,400.00	2,220.00	192.5%
3557.1 · Berth Shultz Ice Cream Social	288.00	800.00	(512.00)	36.0%
Total 3550 · INCOME FROM SOCIAL EVENTS	4,908.00	3,200.00	1,708.00	153.4%
Total Income	118,384.92	108,724.00	9,660.92	108.9%
Expense				
4100 · GENERAL CLUB EXPENSES				
4110 · Billing Fees	929.70	1,240.00	(310.30)	75.0%
4115 · Club Supplies	230.80	750.00	(519.20)	30.8%
4120 · Office Supplies	248.23			
4125 · Postage	80.00	100.00	(20.00)	80.0%
4130 · State/Federal Gov't fees	35.00	55.00	(20.00)	63.6%
4200 · District Costs				
4210 · District Assembly Members	0.00	1,000.00	(1,000.00)	0.0%
4220 · District Conference Members	755.64	1,225.00	(469.36)	61.7%
4225 · District Governors Dinner	590.57	300.00	290.57	196.9%
4230 · District Dues	2,914.00	3,100.00	(186.00)	94.0%
Total 4200 · District Costs	4,260.21	5,625.00	(1,364.79)	75.7%
4300 · International Dues	4,641.82	4,600.00	41.82	100.9%
4400 · Lunch Costs				
4410 · Food Costs	24,384.00	26,700.00	(2,316.00)	91.3%
4415 · Pavilion Rental	2,340.00	3,600.00	(1,260.00)	65.0%
Total 4400 · Lunch Costs	26,724.00	30,300.00	(3,576.00)	88.2%
4650 · Training				
5100 · President Elect Training	1,780.84	1,900.00	(119.16)	93.7%
Total 4650 · Training	1,780.84	1,900.00	(119.16)	93.7%
5160 · Pres. Int'l Conference Travel	6,466.02	7,700.00	(1,233.98)	84.0%
5170 · Rotarian of the Year Award Cost	241.45			
5180 · Special Member Recognition				
5812 · Presidents Board Gifts	570.00			
Total 5180 · Special Member Recognition	570.00			
Total 4100 · GENERAL CLUB EXPENSES	46,208.07	52,270.00	(6,061.93)	88.4%
5190 · COSTS OF SOCIAL EVENTS				

ATASCADERO ROTARY CLUB

Profit & Loss Budget vs. Actual

July 2014 through June 2015

Accrual Basis

	Jul '14 - Jun 15	Budget	\$ Over Budget	% of Budget
5335 · Club's 65th B-Day Dinner	7,164.80	2,400.00	4,764.80	298.5%
5333 · Bertha Shultz Ice Cream Social	187.70	800.00	(612.30)	23.5%
5189 · Family Dinner	1,134.44			
Total 5190 · COSTS OF SOCIAL EVENTS	8,486.94	3,200.00	5,286.94	265.2%
5500 · COST OF EVENTS				
5444 · Tuesday In The Park BBQ	4,302.43	3,000.00	1,302.43	143.4%
5198 · Sports Pools	1,400.00	1,000.00	400.00	140.0%
5510 · Crab Feed				
5511 · Bar Costs	1,028.22	400.00	628.22	257.1%
5512 · Crab Purchased	3,300.00	1,800.00	1,500.00	183.3%
5513 · Other Costs	3,050.52	1,200.00	1,850.52	254.2%
Total 5510 · Crab Feed	7,378.74	3,400.00	3,978.74	217.0%
5530 · Come Down Party				
5532 · Furniture Rental	0.00	400.00	(400.00)	0.0%
5533 · Bar Costs	0.00	400.00	(400.00)	0.0%
5534 · Food Costs	0.00	850.00	(850.00)	0.0%
5535 · Other Costs	58.59			
Total 5530 · Come Down Party	58.59	1,650.00	(1,591.41)	3.6%
5540 · Firemen's BBQ				
5542 · Firemen's BBQ Food	1,318.79	1,250.00	68.79	105.5%
Total 5540 · Firemen's BBQ	1,318.79	1,250.00	68.79	105.5%
5545 · Family Game Night				
5546 · Food Costs	0.00	500.00	(500.00)	0.0%
5553 · Bar Costs	0.00	400.00	(400.00)	0.0%
Total 5545 · Family Game Night	0.00	900.00	(900.00)	0.0%
5600 · Golf Tournament				
5640 · Miscellaneous	0.00	1,000.00	(1,000.00)	0.0%
Total 5600 · Golf Tournament	0.00	1,000.00	(1,000.00)	0.0%
5750 · Wine Cellar Raffle Cosis	1,167.03	2,500.00	(1,332.97)	46.7%
Total 5500 · COST OF EVENTS	15,625.58	14,700.00	925.58	106.3%
5800 · CLUB SERVICE EXPENSES				
5811 · Rotary Public Promotion	448.00	500.00	(52.00)	89.6%
5210 · Website/Email	663.40			
5810 · Cards & Flowers	667.71	500.00	167.71	133.5%
5820 · Director's Gifts	0.00	520.00	(520.00)	0.0%
5825 · Joint Director's Meeting	1,317.04	850.00	467.04	154.9%
5830 · Paso/Atas Football Lunch	2,280.00	1,260.00	1,020.00	181.0%
5855 · President's Discretionary Fund	1,500.00	3,000.00	(1,500.00)	50.0%
5800 · CLUB SERVICE EXPENSES - Other	0.00	100.00	(100.00)	0.0%
Total 5800 · CLUB SERVICE EXPENSES	6,876.15	6,730.00	146.15	102.2%
5865 · CONTRIBUTIONS				
5990.5 · Atascadero Police Association	500.00			
5990.4 · Parents For Joy/Playground	1,000.00	1,000.00	0.00	100.0%
5990.3 · American Cancer Society	1,000.00	1,000.00	0.00	100.0%
5990 · Lighthouse	1,000.00	1,000.00	0.00	100.0%
5870.5 · ECHO	1,000.00	1,000.00	0.00	100.0%
5872 · Loaves & Fishes	2,000.00	2,000.00	0.00	100.0%
5875 · Firefighter's Association	500.00	500.00	0.00	100.0%
5899 · Boy Scouts of America	1,000.00	1,000.00	0.00	100.0%
5920 · Colony Days Contribution	500.00	500.00	0.00	100.0%
5924 · Rotary Int'l Float	500.00	500.00	0.00	100.0%
5945 · Clinica de Tolosa Dental	500.00	500.00	0.00	100.0%
5949 · AHS BAND	500.00	500.00	0.00	100.0%
5915 · Other Contributions	0.00	1,000.00	(1,000.00)	0.0%
Total 5865 · CONTRIBUTIONS	10,000.00	10,500.00	(500.00)	95.2%
5900 · COMMUNITY SERVICE EXPENSES				
5910.1 · Mobile Bar-B-Q Pit	0.00	2,000.00	(2,000.00)	0.0%
5916 · Community Project - Other	0.00	2,000.00	(2,000.00)	0.0%
5910 · Community Project Commitment	6,000.00			
5926 · Chamber Dues	121.00	110.00	11.00	110.0%
Total 5900 · COMMUNITY SERVICE EXPENSES	6,121.00	4,110.00	2,011.00	148.9%
6000 · VOCATIONAL SERVICE EXPENSES				
5912 · Web Host Server	0.00	72.00	(72.00)	0.0%
6000 · VOCATIONAL SERVICE EXPENSES - Other	0.00	100.00	(100.00)	0.0%
Total 6000 · VOCATIONAL SERVICE EXPENSES	0.00	172.00	(172.00)	0.0%
6200 · NEW GENERATION				

ATASCADERO ROTARY CLUB

Profit & Loss Budget vs. Actual

July 2014 through June 2015

Accrual Basis

	Jul '14 - Jun 15	Budget	\$ Over Budget	% of Budget
5890 · RYLA Sponsor	2,275.00	2,382.00	(107.00)	95.5%
6050 · Take The Lead Conference	2,835.08	2,800.00	35.08	101.3%
6111 · 4-Way Test Essay	125.00	150.00	(25.00)	83.3%
6200 · NEW GENERATION - Other	0.00	100.00	(100.00)	0.0%
Total 6200 · NEW GENERATION	5,235.08	5,432.00	(196.92)	96.4%
6500 · INTERNATIONAL SERVICE EXPENSES				
6549 · Shelter Box Contribution	3,000.00			
6505 · Project	0.00	3,066.00	(3,066.00)	0.0%
6530 · Paul Harris Fellows	0.00	1,000.00	(1,000.00)	0.0%
6548 · Symposium to Eliminate Poverty	447.59	250.00	197.59	179.0%
6500 · INTERNATIONAL SERVICE EXPENSES - Other	0.00	1,000.00	(1,000.00)	0.0%
Total 6500 · INTERNATIONAL SERVICE EXPENSES	3,447.59	5,316.00	(1,868.41)	64.9%
6800 · INTER'L ROTARY FOUNDATION				
6814 · New Member Paul Harris	400.00			
6815 · Polio Plus	2,017.05	2,000.00	17.05	100.9%
6820 · Paul Harris for Exemption Winne	0.00	900.00	(900.00)	0.0%
6821 · Paul Harris Award Preparation	0.00	250.00	(250.00)	0.0%
6847 · Donation Inter'l Rotary Foundat	1,100.00			
Total 6800 · INTER'L ROTARY FOUNDATION	3,517.05	3,150.00	367.05	111.7%
Total Expense	105,517.46	105,580.00	(62.54)	99.9%
Net Ordinary Income	12,867.46	3,144.00	9,723.46	409.3%
Other Income/Expense				
Other Expense				
5866 · CONTRIBUTION-ATAS. ROTARY FOUND	9,000.00	3,000.00	6,000.00	300.0%
Total Other Expense	9,000.00	3,000.00	6,000.00	300.0%
Net Other Income	(9,000.00)	(3,000.00)	(6,000.00)	300.0%
Net Income	3,867.46	144.00	3,723.46	2,685.7%