

Combined Meeting of the Boards of the Portage Rotary Club and Portage Rotary Charities

A combined meeting of the Boards of Directors of the Portage Rotary Club and of Portage Rotary Charities ("Charities") was held on July 22, 2016 at Michelle's Restaurant in Portage, and was called to order at 7:30 AM by President Jim Martin.

Present: Board members present were: Christine Berro (7/6); John Crandle (7/13); Dave Jewell (7/6); Christy Klien; Jim Martin; Erica McCulley (7/6); Gary Meyers (7/6); Rick Searing (7/13); Jeannine Willacker (7/6); and Mary Lou Wright (7/22). Absent: Jim Pearson. Also present: Dan Melnik (7/13); Matt Semelbauer(7/6); and Mike Simon. All dates in parentheses are makeups.

Minutes: Secretary Christy presented Minutes of the meeting of the Boards held on June 23, 2016 which had been previously been sent by email to all of members of the Boards for their comments. After discussion, **MMSP** that the Minutes be approved as presented.

Secretary's Report: Secretary Christy, presented the membership report for June 2016. At the end of June, 2016 membership was 88, of whom eleven (Paul Ballard, David Becker, Joe Hollander, Glen Kellam, Pete Marsiglia, Betty Lee Ongley, Wendell L. Pierce, Allan Reiff, Freeman Russell; Paul Wartner and Joe Yantis) were excused from attendance pursuant to the RI Rule of 85; and one (Larry DeShazor) was on Leave. Secretary Christy shared that Kalamazoo Sunrise Rotarian, Chad Tufts, has requested an application for membership to the Portage Club.

Treasurer's Report: Treasurer John introduced the Club's two new Assistant Treasurers, Dan Melnik and Matt Semelbauer. Both Assistant Treasurers will be trained in the Club's financial processes. Treasurer John told the Boards that he had prepared financial statements for the Club and for Charities as of June 30, 2016, and had sent them by email to the members of the Boards. After discussion, **MMSP** that the financial statements as of June 30, 2016 be accepted as presented, and copies of them be attached to these Minutes.

Treasurer John shared that the ticket sales and Golden Bucket donations for the 50th Anniversary Celebration are currently totaling \$623.00.

President's Report: President Jim shared with the Board that District Governor Bill Smith will be visiting our Club on Wednesday, July 27, 2016. President Jim is calling a Board meeting at 11 AM on July 27, 2016 to meet with DG Bill Smith prior to the club meeting to go over the District's goals for 2016-2017. The meeting will be held in the lower level meeting rooms of the Portage District Library.

President Jim brought forward a request from Rotarian Sharon King to support the St. Martin of Tours Golf Outing for the amount of \$250.00. Board members discussed financially supporting other organizations' golf outings and suggested that we should refrain since our Club's largest fundraiser is a golf outing and that we are currently supporting St. Martin of Tours' Blood Bank project in India.

President Elect's Report: President Elect Dave reported that he will be working on the Five Avenues of Service starting in September. He plans to spread them out through the Rotary Year.

Grant Chairman's Report: Gary Meyers shared an example of Rotary's Global Grant funding structure that focuses on contributions for various clubs, District Fund match and World Fund Foundation match. Gary gave

an update on the two global grants. He shared that the Grant Committee will be meeting on August 3, 2016 to discuss fundraiser ideas for the global grant projects.

Old Business: Gary Meyers shared some avenues of marketing that he is currently investigating to boost exposure of our Club and events. He is planning to purchase a Facebook ad and banner to promote Portage Rotary Club's Golf Outing. He also suggested connecting with established community event marketing outlets such as Discover Kalamazoo and MLive. He encouraged the Club to promote our activities with other Rotary clubs through PMail to club presidents.

Gary asked President Jim about the status of replacing the Living History Show fundraiser. President Jim shared that the newly established Fundraising Committee is looking into several leads. One is having Club members work for a couple of hours at concessions at WMU sporting events and a portion of the proceeds would go to the Portage Rotary Club. Another proposed fundraiser is working with John Schuring Jr. Co. Greenhouses and their Daisy Dollar fundraiser. A portion of the funds raised would come to the Club.

Correspondence: Secretary Christy shared that we had received two appeals for support for local non-profits, Pretty Lake Camp and Warm Kids Project. Gary Meyers suggested that these types of requests should go through our established small grant requests if they are supported by one of our Rotarians.

The next meeting of the Boards will be held at 7:30 AM on Friday, August 26, 2016 at Michelle's Restaurant in Portage, MI.

There being no further business to come before the meeting, it was, on Motion, adjourned at 8:21 AM.

Membership and Attendance Update

As At	Members		% Attend.	Average #	Added	Subtracted
	Attendance	Total				
6/30/16	76	(88)				
7/01/16	76	(88)				
7/31/16	76	(87)	60%	49.25	1	2

The number of members shown are those counted for Attendance purposes, and Total, which as of July 31, 2016 included two members with Leaves of Absence (Roy Dangel and Larry DeShazor); and ten members excused from attendance pursuant to the RI Rule of 85 (Paul Ballard, Joe Hollander, Glen Kellam, Pete Marsiglia, Betty Lee Ongley, Wendell L. Pierce, Allan Reiff, Freeman Russell, Paul Wartner, & Joe Yantis).

Month	Added	Date	Subtracted	Date(s)
July	1	7/20/16	2	7/5/16 & 7/6/16

New Member(s) Name(s)	Classification	Sponsor
Nathan Ekola	Youth Services	Randy Orwig

Subtracted Members' Name(s): Dave Becker & Rick King

Called Meeting

On August 3, 2016 at 1:10 PM, a combined meeting of the Boards of Portage Rotary Club and Portage Rotary Charities was held at the Portage Senior Center in Portage at which Board members Christine Berro, Dave Jewell, Christy Klien, Jim Martin, Erica McCulley, Gary Meyers, and Jeannine Willacker were present, making a quorum of the Boards. Absent were: John Crandle, Jim Pearson, Rick Searing, and Mary Lou Wright. Also present was: Executive Secretary Mike Simon.

Secretary Christy Klien informed the Boards that an Application for Membership for Carl "Chad" Tufts, a Rotarian from the Kalamazoo Sunrise Rotary Club. He is sponsored by President Jim Martin and his Classification would be Senior-Retired. After discussion, MMSP that they ordered that this Notice of the New Member Application of Carl "Chad" Tufts be published in the August 3 and August 10 editions of Porta-Rota-Call. Any member wishing to comment on this Application may do so during the period ending seven days after the second publication of the Notice of the Application, in writing, by email to Secretary Christy Klien at cklien@portagelibrary.info, or by mailing the comment to her at PO Box 55, Portage, MI 49081, or by hand delivering the comment to her.

There being no further business to come before the meeting, it was, on Motion, adjourned at 1:12 PM.

Called Meeting

On August 17, 2016 at 1:14 PM, a combined meeting of the Boards of Portage Rotary Club and Portage Rotary Charities was held at the Portage Senior Center in Portage at which Board members Christine Berro, John Crandle, Jim Martin, Erica McCulley, Gary Meyers, Jim Pearson, Rick Searing, Jeannine Willacker and Mary Lou Wright were present, making a quorum of the Boards. Absent were: Dave Jewell and Christy Klien. Also present was: Acting Secretary Joe Yantis and Mike Simon.

Acting Secretary Joe Yantis informed the Boards that an Application for Membership for Thomas Welsh. He is sponsored by Bill Crown and his Classification would be Manufacturing-Retired. After discussion, MMSP that they ordered that this Notice of the New Member Application of Thomas Welsh be published in the August 17 and August 24 editions of Porta-Rota-Call. Any member wishing to comment on this Application may do so during the period ending seven days after the second publication of the Notice of the Application, in writing, by email to Secretary Christy Klien at cklien@portagelibrary.info, or by mailing the comment to her at PO Box 55, Portage, MI 49081, or by hand delivering the comment to her.

There being no further business to come before the meeting, it was, on Motion, adjourned at 1:17 PM.

Called Meeting

On August 24, 2016 at 1:15PM, a combined meeting of the Boards of Portage Rotary Club and Portage Rotary Charities was held at the Portage Senior Center in Portage at which Board members Christine Berro, John Crandle, Dave Jewell, Jim Martin, Gary Meyers, Jim Pearson, and Jeannine Willacker were present. Absent: Christy Klien, Erica McCulley, Rick Searing, and Mary Lou Wright. Also present was: Executive Secretary Mike Simon and Joe Yantis.

Acting Secretary Joe Yantis informed the Boards that the Notice of Application for Membership has expired for

Carl "Chad" Tufts. He is sponsored by Jim Martin and his Classification would be Senior Retired. Secretary Klien shared that she had a comment from a member that Chad would make an excellent addition to our club. After discussion, **MMSP** that that the said Application is hereby approved and that Carl "Chad" Tufts be invited by his sponsor to join our Club, that he be provided with a packet of Rotary publications, and that after a Fireside Chat, he be immediately inducted.

There being no further business to come before the meeting, it was, on Motion, adjourned at 1:17 PM.

8:59 PM
 07/20/16
 Cash Basis

Portage Rotary Charities
Balance Sheet
As of June 30, 2016

	Jun 30, 16	Jun 30, 15	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Horizon Checking	44,938.69	23,371.29	21,567.40	92.3%
Total Checking/Savings	44,938.69	23,371.29	21,567.40	92.3%
Other Current Assets				
PCommHS Spirit Fund	1,003.26	1,000.34	2.92	0.3%
4th of July - Restricted Funds	9,564.31	9,488.92	75.39	0.8%
CD Big Idea	26,157.64	26,136.25	21.39	0.1%
CD Ken Schuring Scholarships	13,130.41	12,801.02	329.39	2.6%
Total Other Current Assets	49,855.62	49,426.53	429.09	0.9%
Total Current Assets	94,794.31	72,797.82	21,996.49	30.2%
TOTAL ASSETS	94,794.31	72,797.82	21,996.49	30.2%
LIABILITIES & EQUITY				
Equity				
Temp. Restricted Net Assets				
PCommHS Spirit Fund	1,003.26	1,000.34	2.92	0.3%
4th of July	9,564.31	9,488.92	75.39	0.8%
Big Idea	26,157.64	26,136.25	21.39	0.1%
Ken Schuring Scholarship	13,130.41	12,801.02	329.39	2.6%
Total Temp. Restricted Net Assets	49,855.62	49,426.53	429.09	0.9%
Unrestricted Net Assets	23,371.29	22,527.10	844.19	3.8%
Net Income	21,567.40	844.19	20,723.21	2,454.8%
Total Equity	94,794.31	72,797.82	21,996.49	30.2%
TOTAL LIABILITIES & EQUITY	94,794.31	72,797.82	21,996.49	30.2%

9:01 PM
07/20/16
Cash Basis

Portage Rotary Charities
Profit & Loss
July 2015 through June 2016

	<u>Jul '15 - Jun 16</u>	<u>Jul '14 - Jun 15</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
50-50	1,484.00	1,007.50	476.50	47.3%
Donations/Fines	4,322.40	3,217.80	1,104.60	34.3%
Lunches	0.00	2,500.00	-2,500.00	-100.0%
Miscellaneous Revenue	0.00	368.00	-368.00	-100.0%
Project Related Income				
Tom Eddy Memorial Classic	2,545.00	2,750.00	-205.00	-7.5%
Fourth of July	7,267.83	61.75	7,206.08	11,669.8%
Living History Show	4,543.10	5,154.82	-611.72	-11.9%
Portage Hockey Classic	2,213.63	2,010.60	203.03	10.1%
Golf Outing	10,712.95	10,941.24	-228.29	-2.1%
Super Bowl	4,554.44	4,571.70	-17.26	-0.4%
Total Project Related Income	31,836.95	25,490.11	6,346.84	24.9%
Total Income	37,643.35	32,583.41	5,059.94	15.5%
Expense				
Adopt-a-Family	1,007.87	1,009.58	-1.71	-0.2%
Bucket Gardens	120.00	155.00	-35.00	-22.6%
Business Registration Fees	0.00	0.00	0.00	0.0%
Casa Amparo	930.52	169.05	761.47	450.4%
Community Service Award	1,000.00	1,100.00	-100.00	-9.1%
Giselda Fund	500.00	500.00	0.00	0.0%
Grad Bash Parties	2,400.00	2,500.00	-100.00	-4.0%
Interact Club Fees	3,000.00	3,000.00	0.00	0.0%
Michigan Gambling license	335.00	135.00	200.00	148.2%
Miscellaneous Requests	4,379.85	600.00	3,779.85	630.0%
Supplies	10.59	44.44	-33.85	-76.2%
Portage Community Center	0.00	500.00	-500.00	-100.0%
Portage Community HS	3,364.12	3,378.15	-12.03	-0.4%
RYLA	28.00	475.00	-447.00	-94.1%
Scholarships	-1,000.00	17,500.00	-18,500.00	-105.7%
Youth Exchange Stipend	0.00	675.00	-675.00	-100.0%
Total Expense	16,075.95	31,739.22	-15,663.27	-49.4%
Net Ordinary Income	21,567.40	844.19	20,723.21	2,454.8%
Other Income/Expense				
Other Income				
Casa Amparo - In	736.00	1,020.00	-284.00	-27.8%
Casa Amparo - Out	-736.00	-1,020.00	284.00	27.8%
District 6360 Fdn Grant - In	2,000.00	0.00	2,000.00	100.0%
District 6360 Fdn Grant - Out	-2,000.00	0.00	-2,000.00	-100.0%
District Simplified Grant - In	600.00	1,800.00	-1,200.00	-66.7%
District Simplified Grant - Out	-600.00	-1,800.00	1,200.00	66.7%
Member Designated - In	50,000.00	0.00	50,000.00	100.0%
Member Designated - Out	-50,000.00	0.00	-50,000.00	-100.0%
Paul Harris/TRF - In	8,391.42	10,920.06	-2,528.64	-23.2%
Paul Harris/TRF - Out	-8,391.42	-10,920.06	2,528.64	23.2%
Portage Northern Interact - In	4,573.62	0.00	4,573.62	100.0%
Portage Northern Interact - Out	-4,573.62	0.00	-4,573.62	-100.0%
Pure Water for the World - In	0.00	380.76	-380.76	-100.0%
Pure Water for the World - Out	0.00	-380.76	380.76	100.0%
Schuring Scholarship - In	100.00	50.00	50.00	100.0%
Schuring Scholarship - Out	-100.00	-50.00	-50.00	-100.0%
Total Other Income	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	21,567.40	844.19	20,723.21	2,454.8%

9:02 PM
 07/20/16
 Cash Basis

Portage Rotary Charities Profit & Loss Budget vs. Actual July 2015 through June 2016

	Jul '15 - Jun 16	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
50-50	1,484.00	800.00	684.00	185.5%
Donations/Fines	4,322.40	2,700.00	1,622.40	160.1%
Interest	0.00	50.00	-50.00	0.0%
Project Related Income				
Tom Eddy Memorial Classic	2,545.00	2,400.00	145.00	106.0%
Fourth of July	7,267.83	0.00	7,267.83	100.0%
Living History Show	4,543.10	6,900.00	-2,356.90	65.8%
Portage Hockey Classic	2,213.63	2,500.00	-286.37	88.5%
Golf Outing	10,712.95	10,900.00	-187.05	98.3%
Super Bowl	4,554.44	4,500.00	54.44	101.2%
Total Project Related Income	<u>31,836.95</u>	<u>27,200.00</u>	<u>4,636.95</u>	<u>117.0%</u>
Total Income	<u>37,643.35</u>	<u>30,750.00</u>	<u>6,893.35</u>	<u>122.4%</u>
Expense				
Adopt-a-Family	1,007.87	1,000.00	7.87	100.8%
Advertising	0.00	300.00	-300.00	0.0%
Big Idea	0.00	100.00	-100.00	0.0%
Bucket Gardens	120.00	150.00	-30.00	80.0%
Casa Amparo	930.52	200.00	730.52	465.3%
Community Service Award	1,000.00	1,000.00	0.00	100.0%
Giselda Fund	500.00	500.00	0.00	100.0%
Grad Bash Parties	2,400.00	2,400.00	0.00	100.0%
Interact Club Fees	3,000.00	3,000.00	0.00	100.0%
Michigan Gambling license	935.00	0.00	935.00	100.0%
Miscellaneous Requests	4,379.85	4,000.00	379.85	109.5%
Supplies	10.59	0.00	10.59	100.0%
Portage Community Center	0.00	500.00	-500.00	0.0%
Portage Community HS	3,364.12	3,000.00	364.12	112.1%
RYLA	28.00	600.00	-572.00	4.7%
Scholarships	-1,000.00	14,000.00	-15,000.00	-7.1%
Total Expense	<u>16,075.95</u>	<u>30,750.00</u>	<u>-14,674.05</u>	<u>52.3%</u>
Net Ordinary Income	<u>21,567.40</u>	<u>0.00</u>	<u>21,567.40</u>	<u>100.0%</u>
Other Income/Expense				
Other Income				
Casa Amparo - In	736.00	0.00	736.00	100.0%
Casa Amparo - Out	-736.00	0.00	-736.00	100.0%
District 6360 Fdn Grant - In	2,000.00			
District 6360 Fdn Grant - Out	-2,000.00			
District Simplified Grant - In	600.00	0.00	600.00	100.0%
District Simplified Grant - Out	-600.00	0.00	-600.00	100.0%
Member Designated - In	50,000.00			
Member Designated - Out	-50,000.00			
Paul Harris/TRF - In	8,391.42	0.00	8,391.42	100.0%
Paul Harris/TRF - Out	-8,391.42	0.00	-8,391.42	100.0%
Portage Northern Interact - In	4,573.62			
Portage Northern Interact - Out	-4,573.62			
Schuring Scholarship - In	100.00	0.00	100.00	100.0%
Schuring Scholarship - Out	-100.00	0.00	-100.00	100.0%
Total Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u><u>21,567.40</u></u>	<u><u>0.00</u></u>	<u><u>21,567.40</u></u>	<u><u>100.0%</u></u>

9:06 PM
 07/20/16
 Cash Basis

Portage Rotary - General Fund
Balance Sheet
 As of June 30, 2016

	<u>Jun 30, 16</u>	<u>Jun 30, 15</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Horizon Checking	11,322.82	8,457.28	2,865.54	33.9%
Total Checking/Savings	11,322.82	8,457.28	2,865.54	33.9%
Other Current Assets				
Undeposited Funds	3,222.00	5,075.00	-1,853.00	-36.5%
Total Other Current Assets	3,222.00	5,075.00	-1,853.00	-36.5%
Total Current Assets	14,544.82	13,532.28	1,012.54	7.5%
TOTAL ASSETS	<u>14,544.82</u>	<u>13,532.28</u>	<u>1,012.54</u>	<u>7.5%</u>
LIABILITIES & EQUITY				
Equity				
Unrestricted Net Assets	13,532.28	6,839.09	6,693.19	97.9%
Net Income	1,012.54	6,693.19	-5,680.65	-84.9%
Total Equity	14,544.82	13,532.28	1,012.54	7.5%
TOTAL LIABILITIES & EQUITY	<u>14,544.82</u>	<u>13,532.28</u>	<u>1,012.54</u>	<u>7.5%</u>

9:09 PM
07/20/16
Cash Basis

Portage Rotary - General Fund
Profit & Loss
July 2015 through June 2016

	Jul '15 - Jun 16	Jul '14 - Jun 15	\$ Change	% Change
Ordinary Income/Expense				
Income				
50th Anniversary Fund	194.00	0.00	194.00	100.0%
2014 Christmas Party	0.00	190.51	-190.51	-100.0%
District Governor Dinner	0.00	-174.00	174.00	100.0%
Lunches	25,599.75	23,078.00	2,521.75	10.9%
Member Dues	13,163.00	20,472.91	-7,309.91	-35.7%
Total Income	38,956.75	43,567.42	-4,610.67	-10.6%
Gross Profit	38,956.75	43,567.42	-4,610.67	-10.6%
Expense				
Insurance	0.00	200.00	-200.00	-100.0%
Bank charges	9.50	16.00	-6.50	-40.6%
Business Registration Fees	0.00	35.00	-35.00	-100.0%
Club Runner	891.98	702.00	189.98	27.1%
Comm Svc/Scholarship Lunches	80.30	0.00	80.30	100.0%
District 6360 Dues	3,354.10	1,708.60	1,645.50	96.3%
Gifts/Flowers	205.58	88.64	116.94	131.9%
Lunch expense	23,336.00	22,113.00	1,223.00	5.5%
Other Costs	60.00	500.00	-440.00	-88.0%
P.O. Box	44.00	42.00	2.00	4.8%
PETS Training	295.00	195.00	100.00	51.3%
Prof Fees - Tax Return	0.00	264.99	-264.99	-100.0%
Rotary International Dues	6,300.57	7,503.87	-1,203.30	-16.0%
Senior Center	2,550.00	2,400.00	150.00	6.3%
Supplies	797.98	1,077.57	-279.59	-26.0%
Total Expense	37,925.01	36,846.67	1,078.34	2.9%
Net Ordinary Income	1,031.74	6,720.75	-5,689.01	-84.7%
Other Income/Expense				
Other Income				
Merchandise Sales	-19.20	-27.56	8.36	30.3%
Total Other Income	-19.20	-27.56	8.36	30.3%
Net Other Income	-19.20	-27.56	8.36	30.3%
Net income	1,012.54	6,693.19	-5,680.65	-84.9%

9:11 PM
 07/20/16
 Cash Basis

Portage Rotary - General Fund Profit & Loss Budget vs. Actual July 2015 through June 2016

	<u>Jul '15 - Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
50th Anniversary Fund	194.00			
Lunches	25,599.75	28,800.00	-3,200.25	88.9%
Member Dues	13,163.00	15,925.00	-2,762.00	82.7%
Total Income	<u>38,956.75</u>	<u>44,725.00</u>	<u>-5,768.25</u>	<u>87.1%</u>
Gross Profit	38,956.75	44,725.00	-5,768.25	87.1%
Expense				
Bank charges	9.50	0.00	9.50	100.0%
Business Registration Fees	0.00	300.00	-300.00	0.0%
Club Runner	891.98	500.00	391.98	178.4%
Comm Svc/Scholarship Lunches	80.30	1,000.00	-919.70	8.0%
District 6380 Dues	3,354.10	3,640.00	-285.90	92.1%
Gifts/Flowers	205.58	300.00	-94.42	68.5%
Guest lunches	0.00	2,200.00	-2,200.00	0.0%
Lunch expense	23,336.00	24,000.00	-664.00	97.2%
Other Costs	60.00	936.50	-876.50	6.4%
P.O. Box	44.00	60.00	-16.00	73.3%
PETS Training	295.00	600.00	-305.00	49.2%
Prof Fees - Tax Return	0.00	280.00	-280.00	0.0%
Rotary International Dues	6,300.57	6,233.50	67.07	101.1%
Senior Center	2,550.00	2,750.00	-200.00	92.7%
Socials/Family of Rotary	0.00	100.00	-100.00	0.0%
Supplies	797.98	1,825.00	-1,027.02	43.7%
Total Expense	<u>37,925.01</u>	<u>44,725.00</u>	<u>-6,799.99</u>	<u>84.8%</u>
Net Ordinary Income	1,031.74	0.00	1,031.74	100.0%
Other Income/Expense				
Other Income				
Merchandise Sales	-19.20	0.00	-19.20	100.0%
Total Other Income	<u>-19.20</u>	<u>0.00</u>	<u>-19.20</u>	<u>100.0%</u>
Net Other income	<u>-19.20</u>	<u>0.00</u>	<u>-19.20</u>	<u>100.0%</u>
Net Income	<u><u>1,012.54</u></u>	<u><u>0.00</u></u>	<u><u>1,012.54</u></u>	<u><u>100.0%</u></u>

