

# 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 May 26, 2017 at Michelle's Restaurant in Portage, and was called to order at 7:40 AM by President Jim Martin.

**Present:** Board members present were: Christine Berro (5/24); John Crandle; Dave Jewell (5/31); Jim Martin; Gary Meyers (5/24); Jim Pearson (5/17); Jeannine Willacker (6/7); and Tom Welsh (5/17). Absent: Christy Klien, Erica McCulley and Mary Lou Wright. Also present: Bill Beck; Dan Melnik (5/10); Phil Stinchcomb (5/24); and Mike Simon (5/31). All dates in parentheses are makeups.

**Minutes:** Acting Secretary Mike presented the Minutes of the meeting of the Boards held on April 21, 2017 and May 10, 2017 which had been prepared by Secretary Christy Klien and previously been sent by her in email to all of the members of the Boards for their comments. After discussion, **MMSP** that the Minutes be approved as presented.

**Secretary's Report:** Acting Secretary Mike presented the membership report as of April 30, 2017. At the end of April, 2017, we had 85 members, of whom ten (Paul Ballard; 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. Two members were on leave of absence (Penny Briscoe and Larry DeShazor). In April, our attendance was 54.92% and the average of members at each meeting was 43.

Acting Secretary Mike advised the Boards that Jeannine Willacker had properly requested a Leave of Absence from June 26 through August 8, 2017. **MMSP** that Jeannine Willacker be granted a Leave of Absence beginning June 26 and ending August 8, 2017

Acting Secretary Mike then told the Boards that Secretary Christy had received notice from Glen Kellam that he will not be renewing his membership in the coming year, and that he wished to resign effective June 30, 2017. **MMSP** that the resignation from the Club of Glen Kellam be accepted with great regret.

**Treasurer's Report:** Treasurer John presented financial statements of the Club's General Fund and Charities through April, 2017. After discussion thereof, **MMSP** that the Treasurer's Report be accepted as presented and a copy of it be attached to these Minutes.

**President's Report:** President Jim called on Jim Pearson to give the Boards an update of the planning for the new Plaza at Celery Flats. He told the Boards that the City Council had approved a budget of \$460,000 for new structure, which would have stories and be 30' x 70' in size. The project would be done in three phases: 1<sup>st</sup> – trail work in Fall 2017; 2<sup>nd</sup> – parking enlargement in Spring 2018; and 3<sup>rd</sup> – structure in Summer 2018.

President Jim, after thanking Jim Pearson for his report, reminded the Boards that there would be a working session of the Club Visioning Committee on June 16, 2017 at 8025 Creekside in Portage, from 7:30 to 9:30 PM.

President Jim next presented Tom Welsh as the Club's new President Nominee and asked the Boards to give their approval. **MMSP** that Tom Welsh be the President Nominee of the Club, to become President Nominee on July 1, 2017.

President Jim reminded the Boards that the next meeting of the Boards would be at 5:30 pm on June 22 at the Marriott at 400 Trade Center Way in Portage. Spouses and significant others are welcome to attend. The Pass the Gavel event will be held on June 28.

**President Elect's Report:** President Elect Dave led a discussion of a draft of a budget he had prepared for the Club's and for Charities' Rotary Year 2017-18, following which he said he would take our comments under consideration in finalizing the Budget for distribution to the members of the Boards prior to their June meeting.

President Elect Dave then suggested we consider the opening of membership to business entities which would each sponsor two employees.

President Elect Dave then announced that Committee assignments were still in process, but Tom Welsh had been selected and agreed to be Chair of the Program Committee.

Finally, President Elect Dave told the Boards that Board meetings in Rotary Year would be scheduled for 7:30 AM on the 4<sup>th</sup> Friday of each month, at Michelle's Restaurant on Romence Road.

**Other Business:** None

**Correspondence:** There was no correspondence requiring the attention of the Boards.

The next meeting of the Boards will be held at 5:30 PM on June 22, 2017 at the Marriott at 400 Trade Center Way in Portage.

There being no further business to come before the meeting, it was, on Motion, adjourned at 8:40 AM.

**Membership and Attendance Update**

As At	Members		% Attend.	Average #	Added	Subtracted
	Attendance	Total				
04/30/17	72	(85)				
05/01/17	73	(85)				
05/31/17	73	(85)	58.02%	46	0	0

The number of members shown are those counted for Attendance purposes, and Total, which as of May 31, 2017 included two members with Leaves of Absence (Penny Briscoe 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)
May	0		0	

**New Member(s) Name(s)**                      **Classification**                      **Sponsor**

**Subtracted Members' Name(s):**

**Portage Rotary - General Fund**  
**Balance Sheet**  
**As of April 30, 2017**

	<u>Apr 30, 17</u>	<u>Apr 30, 16</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
Horizon Checking	15,790.16	12,672.77	3,117.39	24.6%
Total Checking/Savings	15,790.16	12,672.77	3,117.39	24.6%
Total Current Assets	15,790.16	12,672.77	3,117.39	24.6%
<b>TOTAL ASSETS</b>	<u>15,790.16</u>	<u>12,672.77</u>	<u>3,117.39</u>	<u>24.6%</u>
<b>LIABILITIES &amp; EQUITY</b>				
Equity				
Unrestricted Net Assets	14,821.86	13,532.28	1,289.58	9.5%
Net Income	968.30	(859.51)	1,827.81	212.7%
Total Equity	15,790.16	12,672.77	3,117.39	24.6%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>15,790.16</u>	<u>12,672.77</u>	<u>3,117.39</u>	<u>24.6%</u>

Portage Rotary - General Fund  
**Profit & Loss**  
July 2016 through April 2017

	Jul '16 - Apr 17	Jul '15 - Apr 16	\$ Change	% Change
Ordinary Income/Expense				
Income				
50th Anniversary Fund	(1,054.60)	83.00	(1,137.60)	-1370.6%
Lunches	20,531.00	21,368.75	(837.75)	-3.9%
Member Dues	11,762.92	9,941.00	1,821.92	18.3%
Total Income	31,239.32	31,392.75	(153.43)	-0.5%
Gross Profit	31,239.32	31,392.75	(153.43)	-0.5%
Expense				
Bank charges	58.28	9.50	48.78	513.5%
Club Runner	-	542.98	(542.98)	-100.0%
Comm Svc/Scholarship Lunches	15.89	80.30	(64.41)	-80.2%
District 6360 Dues	4,042.73	3,354.10	688.63	20.5%
Gifts/Flowers	-	175.58	(175.58)	-100.0%
Lunch expense	16,599.00	18,926.00	(2,327.00)	-12.3%
Other Costs	-	60.00	(60.00)	-100.0%
P.O. Box	48.00	44.00	4.00	9.1%
PETS Training	-	295.00	(295.00)	-100.0%
Rotary International Dues	6,464.84	6,300.57	164.27	2.6%
Senior Center	2,090.00	2,100.00	(10.00)	-0.5%
Supplies	952.28	345.03	607.25	176.0%
Total Expense	30,271.02	32,233.06	(1,962.04)	-6.1%
Net Ordinary Income	968.30	(840.31)	1,808.61	215.2%
Other Income/Expense				
Other Income				
Merchandise Sales	-	(19.20)	19.20	100.0%
Total Other Income	-	(19.20)	19.20	100.0%
Net Other Income	-	(19.20)	19.20	100.0%
Net Income	968.30	(859.51)	1,827.81	212.7%

**Portage Rotary - General Fund**  
**Profit & Loss Budget vs. Actual**  
July 2016 through April 2017

	Jul '16 - Apr 17	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
50th Anniversary Fund	(1,054.60)	(800.00)	(254.60)	131.8%
2014 Christmas Party	-	-	-	0.0%
District Governor Dinner	-	-	-	0.0%
Lunches	20,531.00	24,000.00	(3,469.00)	85.5%
Member Dues	11,762.92	7,752.00	4,010.92	151.7%
<b>Total Income</b>	<b>31,239.32</b>	<b>30,952.00</b>	<b>287.32</b>	<b>100.9%</b>
<b>Gross Profit</b>	<b>31,239.32</b>	<b>30,952.00</b>	<b>287.32</b>	<b>100.9%</b>
<b>Expense</b>				
Insurance	-	-	-	0.0%
Bank charges	58.28	-	58.28	100.0%
Business Registration Fees	-	300.00	(300.00)	0.0%
Club Runner	-	500.00	(500.00)	0.0%
Comm Svc/Scholarship Lunches	15.89	1,000.00	(984.11)	1.6%
District 6360 Dues	4,042.73	3,520.00	522.73	114.9%
Gifts/Flowers	-	250.00	(250.00)	0.0%
Guest lunches	-	1,666.00	(1,666.00)	0.0%
Lunch expense	16,599.00	20,000.00	(3,401.00)	83.0%
Other Costs	-	132.00	(132.00)	0.0%
P.O. Box	48.00	60.00	(12.00)	80.0%
PETS Training	-	600.00	(600.00)	0.0%
Prof Fees - Tax Return	-	300.00	(300.00)	0.0%
Rotary International Dues	6,464.84	6,233.50	231.34	103.7%
Senior Center	2,090.00	2,500.00	(410.00)	83.6%
Socials/Family of Rotary	-	250.00	(250.00)	0.0%
Supplies	952.28	1,133.00	(180.72)	84.0%
<b>Total Expense</b>	<b>30,271.02</b>	<b>38,444.50</b>	<b>(8,173.48)</b>	<b>78.7%</b>
<b>Net Ordinary Income</b>	<b>968.30</b>	<b>(7,492.50)</b>	<b>8,460.80</b>	<b>-12.9%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Merchandise Sales	-	-	-	0.0%
<b>Total Other Income</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>Net Other Income</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>Net Income</b>	<b>968.30</b>	<b>(7,492.50)</b>	<b>8,460.80</b>	<b>-12.9%</b>

**Portage Rotary Charities**  
**Balance Sheet**  
**As of April 30, 2017**

	Apr 30, 17	Apr 30, 16	\$ Change	% Change
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
Horizon Checking	41,541.69	39,641.99	1,899.70	4.8%
<b>Total Checking/Savings</b>	<b>41,541.69</b>	<b>39,641.99</b>	<b>1,899.70</b>	<b>4.8%</b>
Other Current Assets				
PCommHS Spirit Fund	1,005.76	1,002.76	3.00	0.3%
4th of July - Restricted Funds	9,625.05	9,548.39	76.66	0.8%
CD Big Idea	26,569.17	26,154.10	415.07	1.6%
CD Ken Schuring Scholarships	13,258.99	13,104.19	154.80	1.2%
<b>Total Other Current Assets</b>	<b>50,458.97</b>	<b>49,809.44</b>	<b>649.53</b>	<b>1.3%</b>
<b>Total Current Assets</b>	<b>92,000.66</b>	<b>89,451.43</b>	<b>2,549.23</b>	<b>2.9%</b>
<b>TOTAL ASSETS</b>	<b>92,000.66</b>	<b>89,451.43</b>	<b>2,549.23</b>	<b>2.9%</b>
<b>LIABILITIES &amp; EQUITY</b>				
Equity				
Temp. Restricted Net Assets				
PCommHS Spirit Fund	1,005.76	1,002.76	3.00	0.3%
4th of July	9,625.05	9,548.39	76.66	0.8%
Big Idea	26,569.17	26,154.10	415.07	1.6%
Ken Schuring Scholarship	13,258.99	13,104.19	154.80	1.2%
<b>Total Temp. Restricted Net Assets</b>	<b>50,458.97</b>	<b>49,809.44</b>	<b>649.53</b>	<b>1.3%</b>
Unrestricted Net Assets	29,176.44	23,371.29	5,805.15	24.8%
Net Income	12,365.25	16,270.70	(3,905.45)	-24.0%
<b>Total Equity</b>	<b>92,000.66</b>	<b>89,451.43</b>	<b>2,549.23</b>	<b>2.9%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>92,000.66</b>	<b>89,451.43</b>	<b>2,549.23</b>	<b>2.9%</b>

Portage Rotary Charities  
Profit & Loss  
July 2016 through April 2017

	Jul '16 - Apr 17	Jul '15 - Apr 16	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
50-50	1,187.00	1,132.00	55.00	4.9%
Donations/Fines	3,073.50	3,901.40	(827.90)	-21.2%
Interest	603.35	-	603.35	100.0%
<b>Project Related Income</b>				
Daisy Dollars	522.50	-	522.50	100.0%
WMU Concession Stand	2,296.12	-	2,296.12	100.0%
Tom Eddy Memorial Classic	2,500.00	2,545.00	(45.00)	-1.8%
Fourth of July	(7,772.11)	(803.87)	(6,968.24)	-866.8%
Living History Show	-	4,543.10	(4,543.10)	-100.0%
Portage Hockey Classic	3,996.05	2,213.63	1,782.42	80.5%
Golf Outing	9,399.65	10,712.95	(1,313.30)	-12.3%
Super Bowl	4,664.32	4,554.44	109.88	2.4%
<b>Total Project Related Income</b>	<b>15,606.53</b>	<b>23,765.25</b>	<b>(8,158.72)</b>	<b>-34.3%</b>
<b>Total Income</b>	<b>20,470.38</b>	<b>28,798.65</b>	<b>(8,328.27)</b>	<b>-28.9%</b>
<b>Expense</b>				
Adopt-a-Family	1,013.06	1,007.87	5.19	0.5%
Casa Amparo	90.00	930.52	(840.52)	-90.3%
Community Service Award	730.00	1,000.00	(270.00)	-27.0%
Giselda Fund	500.00	500.00	-	0.0%
Interact Club Fees	1,500.00	1,500.00	-	0.0%
Michigan Gambling license	185.00	335.00	(150.00)	-44.8%
Miscellaneous Requests	715.00	4,079.85	(3,364.85)	-82.5%
Supplies	102.72	10.59	92.13	870.0%
Portage Community Center	500.00	-	500.00	100.0%
Portage Community HS	3,384.23	3,164.12	220.11	7.0%
RYLA	285.00	-	285.00	100.0%
Youth Exchange Stipend	600.00	-	600.00	100.0%
<b>Total Expense</b>	<b>9,605.01</b>	<b>12,527.95</b>	<b>(2,922.94)</b>	<b>-23.3%</b>
<b>Net Ordinary Income</b>	<b>10,865.37</b>	<b>16,270.70</b>	<b>(5,405.33)</b>	<b>-33.2%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Casa Amparo - In	970.00	736.00	234.00	31.8%
Casa Amparo - Out	(970.00)	(736.00)	(234.00)	-31.8%
District 6360 Fdn Grant - In	358.88	-	358.88	100.0%
District Simplified Grant - In	1,141.00	600.00	541.00	90.2%
District Simplified Grant - Out	-	(600.00)	600.00	100.0%
Member Designated - In	615.00	50,000.00	(49,385.00)	-98.8%
Member Designated - Out	(615.00)	(50,000.00)	49,385.00	98.8%
Paul Harris/TRF - In	9,988.74	7,320.74	2,668.00	36.4%
Paul Harris/TRF - Out	(9,988.74)	(7,320.74)	(2,668.00)	-36.4%
Portage Northern Interact - In	1,817.50	-	1,817.50	100.0%
Portage Northern Interact - Out	(1,817.50)	-	(1,817.50)	-100.0%
Schuring Scholarship - In	-	100.00	(100.00)	-100.0%
Schuring Scholarship - Out	-	(100.00)	100.00	100.0%
<b>Total Other Income</b>	<b>1,499.88</b>	<b>-</b>	<b>1,499.88</b>	<b>100.0%</b>
<b>Net Other Income</b>	<b>1,499.88</b>	<b>-</b>	<b>1,499.88</b>	<b>100.0%</b>
<b>Net Income</b>	<b>12,365.25</b>	<b>16,270.70</b>	<b>(3,905.45)</b>	<b>-24.0%</b>

**Portage Rotary Charities**  
**Profit & Loss Budget vs. Actual**  
July 2016 through April 2017

	Jul '16 - Apr 17	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
50-50	1,187.00	663.00	524.00	179.0%
Donations/Fines	3,073.50	2,663.00	410.50	115.4%
Interest	603.35	41.00	562.35	1471.6%
<b>Project Related Income</b>				
Daisy Dollars	522.50	-	522.50	100.0%
WMU Concession Stand	2,296.12	-	2,296.12	100.0%
Tom Eddy Memorial Classic	2,500.00	2,000.00	500.00	125.0%
Home Show	-	1,416.00	(1,416.00)	0.0%
Fourth of July	(7,772.11)	-	(7,772.11)	100.0%
Living History Show	-	8.00	(8.00)	0.0%
Portage Hockey Classic	3,996.05	2,400.00	1,596.05	166.5%
Golf Outing	9,399.65	10,700.00	(1,300.35)	87.8%
Super Bowl	4,664.32	4,500.00	164.32	103.7%
<b>Total Project Related Income</b>	<b>15,606.53</b>	<b>21,024.00</b>	<b>(5,417.47)</b>	<b>74.2%</b>
Wal-Mart Grant (CoHS)	-	2,500.00	(2,500.00)	0.0%
<b>Total Income</b>	<b>20,470.38</b>	<b>26,891.00</b>	<b>(6,420.62)</b>	<b>76.1%</b>
<b>Expense</b>				
Adopt-a-Family	1,013.06	1,000.00	13.06	101.3%
Advertising	-	250.00	(250.00)	0.0%
Big Idea	-	83.00	(83.00)	0.0%
Bucket Gardens	-	125.00	(125.00)	0.0%
Casa Amparo	90.00	400.00	(310.00)	22.5%
Community Service Award	730.00	1,000.00	(270.00)	73.0%
Giselda Fund	500.00	500.00	-	100.0%
Interact Club Fees	1,500.00	1,500.00	-	100.0%
Michigan Gambling license	185.00	-	185.00	100.0%
Miscellaneous Requests	715.00	1,916.00	(1,201.00)	37.3%
Supplies	102.72	-	102.72	100.0%
Portage Community Center	500.00	500.00	-	100.0%
Portage Community HS	3,384.23	2,800.00	584.23	120.9%
RYLA	285.00	500.00	(215.00)	57.0%
Youth Exchange Stipend	600.00	-	600.00	100.0%
<b>Total Expense</b>	<b>9,605.01</b>	<b>10,574.00</b>	<b>(968.99)</b>	<b>90.8%</b>
<b>Net Ordinary Income</b>	<b>10,865.37</b>	<b>16,317.00</b>	<b>(5,451.63)</b>	<b>66.6%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Casa Amparo - In	970.00	-	970.00	100.0%
Casa Amparo - Out	(970.00)	-	(970.00)	100.0%
District 6360 Fdn Grant - In	358.88	-	358.88	100.0%
District 6360 Fdn Grant - Out	-	-	-	0.0%
District Simplified Grant - In	1,141.00	-	1,141.00	100.0%
District Simplified Grant - Out	-	-	-	0.0%
Member Designated - In	615.00	-	615.00	100.0%
Member Designated - Out	(615.00)	-	(615.00)	100.0%
Paul Harris/TRF - In	9,988.74	-	9,988.74	100.0%
Paul Harris/TRF - Out	(9,988.74)	-	(9,988.74)	100.0%
Portage Northern Interact - In	1,817.50	-	1,817.50	100.0%
Portage Northern Interact - Out	(1,817.50)	-	(1,817.50)	100.0%
<b>Total Other Income</b>	<b>1,499.88</b>	<b>-</b>	<b>1,499.88</b>	<b>100.0%</b>
<b>Net Other Income</b>	<b>1,499.88</b>	<b>-</b>	<b>1,499.88</b>	<b>100.0%</b>
<b>Net Income</b>	<b>12,365.25</b>	<b>16,317.00</b>	<b>(3,951.75)</b>	<b>75.8%</b>