

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 August 25, 2017 at Michelle's Restaurant in Portage, and was called to order at 7:30 a.m. by President Dave Jewell.

Present: Board members present were: Dave Jewell, Chris Buckley, Jim Martin, Tom Welsh, Dan Melnik, Bill Beck, Gary Meyers, Mary Lou Wright, Jeannine Willacker . Also present: Mike Simon. Absent: Phil Stinchcomb, Erica McCulley, Patrick Song.

Minutes: Secretary Bill presented Minutes of the meeting of the Boards held on July 28, 2017 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 Bill reported that membership remained at July level (Rhonda Beatty's resignation was not "completed" into DaCdb until August) but with noticable "non-participation" from a significant portion of the club. Secretary shared club statistics showing average age skewed toward 60, gender distribution 75/25 male/female, and tenure "peaks" at 1 to 3 years and 5 to 10 years illustrating some issues to be addressed for future membership goals. Secretary also shared that the Club has received notice of resignations from Brian Mick, Nathan Ekola, Bob Small and Kathleen Tosco, effective immediately. After discussion, **MMSP** that the resignations from the Club be accepted with regret (with special notation in the cases of Bob Small and Kathleen Tosco – "Great Regret"). Membership was unchanged except for the resignations mentioned above which will be reflected in future reports. Meeting participation to date in August is slightly improved to 51.6%. However, as noted above, the average is skewed downward by about 20 consistent "no shows." After discussion, **MMSP** that the Secretary's Report be approved.

Treasurer's Report: Treasurer Dan reported that the General Fund was stable with certain elements fluctuating slightly (see attached financial reports). Concerns were expressed regarding resignations coming after June reporting to Rotary International leaving a liability not recoverable if dues had not yet been paid. Dues delinquencies are still being investigated. Portage Charities showed fluctuations largely due to timing of payments that differ from previous years. After discussion, **MMSP** that the financial statements as of July 31, 2017 be accepted as presented, and copies of them be attached to these Minutes.

President's Report: President Dave reported on the Outbound Student (Chad Schuring's son) and the need to maintain connection via a Holiday Card. Notice has been given by Bob McGraw of his intent to resign from liaison role with Portage Central Interact due to work commitments – Need for replacement. Dave also brought up opportunities for offsite locations for Rotary meeting as part of outreach to corporate entities. Corporate membership opportunities (need for creativity in application of RI policies), using example from Kalamazoo Rotary, were discussed. Dave with send more information of RI policy to membership – decision deferred to future meeting. Credit card acceptance at meetings was discussed then rejected upon vote of board members present, with impact on finance table efficiency cited. Dave offered a proposal to defer \$85 of Bob Small/Kathleen Tosco's dues as a hardship to meet the RI requirement that membership can only be transferred to a new club with certification of no indebtedness. After discussion, **MMSP** proposal was approved. Also discussed was a request by Paul Carlson to solicit (unofficially) support for Bob and Kathleen throughout the District with approval of the board based on the level of service Bob and Kathleen had

demonstrated.

President Elect's Report: President-elect Chris commented on attendance issues at Rotary meetings and the need for ongoing communication to better engage membership then address on a case-by-case method to increase participation.

Other Business: Decision on purchase of projector was tabled for future meeting. Nominations for officers are due mid-November. Jim Martin requested more information on terms of current board members for purposes of planning.

The next meeting of the Boards will be held at 7:30 AM on Friday, September 22, 2017 at Michelle's Restaurant in Portage, MI.

There being no further business to come before the meeting, it was, on Motion, adjourned at 8:45 a.m..

Membership and Attendance Update

As At	Members	% Attend.	Average #	Added	Subtracted
	Attendance	Total			
07/31/17	73	(84)			
08/01/17	73	(84)			
08/31/17	68	(79)	51.6%	0	5

The number of members shown are those counted for Attendance purposes, and Total, which as of July 31, 2017 included one member with Leave of Absence, Larry DeShazor [Ry 2017-2018]]; and nine members excused from attendance pursuant to the RI Rule of 85 (Paul Ballard, Joe Hollander, Pete Marsiglia, Betty Lee Ongley, Wendell L. Pierce, Allan Reiff, Freeman Russell, Paul Wartner, & Joe Yantis).

Month	Added	Date	Subtracted	Date(s)
August	0		5	8/25/17

New Member(s) Name(s)	Classification	Sponsor
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Subtracted Members' Name(s):

Portage Rotary Charities
Balance Sheet
As of August 31, 2017

	Aug 31, 17	Aug 31, 16	\$ Change
ASSETS			
Current Assets			
Checking/Savings	44,028.43	28,976.79	15,051.64
Other Current Assets			
PCommHS Spirit Fund	1,006.80	1,003.76	3.04
4th of July - Restricted Funds	9,654.76	9,577.46	77.30
CD Big Idea	26,601.28	26,161.18	440.10
CD Ken Schuring Scholarships	13,307.68	13,156.68	151.00
Total Other Current Assets	50,570.52	49,899.08	671.44
Total Current Assets	94,598.95	78,875.87	15,723.08
TOTAL ASSETS	94,598.95	78,875.87	15,723.08
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Accrued Expenses	14,499.88	-	14,499.88
Total Other Current Liabilities	14,499.88	-	14,499.88
Total Current Liabilities	14,499.88	-	14,499.88
Total Liabilities	14,499.88	-	14,499.88
Equity			
Designated Net Assets	4,000.00	-	4,000.00
Temp. Restricted Net Assets			
PCommHS Spirit Fund	1,006.80	1,003.76	3.04
4th of July	9,654.76	9,577.46	77.30
Big Idea	26,601.28	26,161.18	440.10
Ken Schuring Scholarship	13,307.68	13,156.68	151.00
Total Temp. Restricted Net Assets	50,570.52	49,899.08	671.44
Unrestricted Net Assets	13,784.32	20,823.53	(7,039.21)
Net Income	11,744.23	8,153.26	3,590.97
Total Equity	80,099.07	78,875.87	1,223.20

Portage Rotary Charities
Balance Sheet
As of August 31, 2017

	Aug 31, 17	Aug 31, 16	\$ Change
TOTAL LIABILITIES & EQUITY	94,598.95	78,875.87	15,723.08

Portage Rotary Charities
Profit & Loss
July through August 2017

	Jul - Aug 17	Jul - Aug 16	\$ Change
Ordinary Income/Expense			
Income			
50-50	389.00	438.00	(49.00)
Donations/Fines	426.00	852.00	(426.00)
Interest	56.79	43.46	13.33
Lunches	279.00	-	279.00
Project Related Income			
Miller Show Tickets	(126.60)	-	(126.60)
PRO Golf Outing	8,083.35	8,949.65	(866.30)
Fourth of July	2,315.69	299.59	2,016.10
Total Project Related Income	10,272.44	9,249.24	1,023.20
Total Income	11,423.23	10,582.70	840.53
Expense			
Community Service Award	-	200.00	(200.00)
RYE student	36.00	-	36.00
Michigan Gambling license	-	185.00	(185.00)
Supplies	-	44.44	(44.44)
Portage Community Center	-	500.00	(500.00)
Portage Community HS	-	1,500.00	(1,500.00)
Total Expense	36.00	2,429.44	(2,393.44)
Net Ordinary Income	11,387.23	8,153.26	3,233.97
Other Income/Expense			
Other Income			
PCommHS - Transfer In	232.00	-	232.00
District Raffle - In	125.00	-	125.00
Member Designated - In	-	500.00	(500.00)
Member Designated - Out	-	(500.00)	500.00
Paul Harris/TRF - In	1,676.68	2,383.68	(707.00)
Paul Harris/TRF - Out	(1,676.68)	(2,383.68)	707.00
Total Other Income	357.00	-	357.00

Portage Rotary Charities
Profit & Loss
July through August 2017

	Jul - Aug 17	Jul - Aug 16	\$ Change
Net Other Income	357.00	-	357.00
Net Income	11,744.23	8,153.26	3,590.97

Portage Rotary Charities
Profit & Loss Budget vs. Actual
July through August 2017

	Jul - Aug 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
50-50	389.00	180.00	209.00	216.11%
Donations/Fines	426.00	575.00	(149.00)	74.09%
Interest	56.79	-	56.79	100.0%
Lunches	279.00	380.00	(101.00)	73.42%
Project Related Income				
Miller Show Tickets	(126.60)	-	(126.60)	100.0%
PRO Golf Outing	8,083.35	9,000.00	(916.65)	89.82%
Fourth of July	2,315.69	-	2,315.69	100.0%
Project Related Income - Other	-	1,000.00	(1,000.00)	0.0%
Total Project Related Income	10,272.44	10,000.00	272.44	102.72%
Wal-Mart Grant (CoHS)	-	-	-	0.0%
Total Income	11,423.23	11,135.00	288.23	102.59%
Expense				
Adopt-a-Family	-	-	-	0.0%
Advertising	-	50.00	(50.00)	0.0%
Big Idea	-	100.00	(100.00)	0.0%
Bucket Gardens	-	-	-	0.0%
Casa Amparo	-	-	-	0.0%
Community Service Award	-	-	-	0.0%
Grad Bash Parties	-	-	-	0.0%
RYE student	36.00	100.00	(64.00)	36.0%
Interact Club Fees	-	-	-	0.0%
Michigan Gambling license	-	-	-	0.0%
Miscellaneous Requests	-	2,100.00	(2,100.00)	0.0%
Portage Community Center	-	-	-	0.0%
Portage Community HS	-	1,500.00	(1,500.00)	0.0%
RYLA	-	-	-	0.0%
Scholarships	-	-	-	0.0%

Portage Rotary Charities
Profit & Loss Budget vs. Actual
July through August 2017

	Jul - Aug 17	Budget	\$ Over Budget	% of Budget
Total Expense	11,387.23	7,285.00	4,102.23	156.31%
Net Ordinary Income	36.00	3,850.00	(3,814.00)	0.94%
Other Income/Expense				
Other Income				
PCommHS - Transfer In	232.00	-	232.00	100.0%
District Raffle - In	125.00	-	125.00	100.0%
Paul Harris/TRF - In	1,676.68	-	1,676.68	100.0%
Paul Harris/TRF - Out	(1,676.68)	-	(1,676.68)	100.0%
Total Other Income	357.00	-	357.00	100.0%
Net Other Income	357.00	-	357.00	100.0%
Net Income	11,744.23	7,285.00	4,459.23	161.21%

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Cash Basis

**Portage Rotary - General Fund
Profit & Loss**

July through August 2017

	Jul - Aug 17	Jul - Aug 16	\$ Change
Ordinary Income/Expense			
Income			
Lunches	2,809.00	4,707.00	(1,898.00)
Member Dues	13,420.00	12,351.00	1,069.00
50th Anniversary Fund	(100.00)	808.40	(908.40)
Total Income	16,129.00	17,866.40	(1,737.40)
Gross Profit	16,129.00	17,866.40	(1,737.40)
Expense			
Square Fees	5.09	-	5.09
District 6360 Dues	2,043.00	2,150.73	(107.73)
Guest lunches	80.00	-	80.00
Lunch expense	2,930.00	4,230.00	(1,300.00)
Rotary International Dues	3,451.56	3,522.84	(71.28)
Senior Center	420.00	450.00	(30.00)
Supplies	72.78	617.77	(544.99)
Total Expense	9,002.43	10,971.34	(1,968.91)
Net Ordinary Income	7,126.57	6,895.06	231.51
Net Income	7,126.57	6,895.06	231.51

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Cash Basis

**Portage Rotary - General Fund
Balance Sheet**

As of August 31, 2017

	Aug 31, 17	Aug 31, 16	\$ Change
ASSETS			
Current Assets			
Checking/Savings	20,589.06	18,494.92	2,094.14
Accounts Receivable	(85.00)	-	(85.00)
Total Current Assets	20,504.06	18,494.92	2,009.14
TOTAL ASSETS	20,504.06	18,494.92	2,009.14
LIABILITIES & EQUITY			
Equity	20,504.06	18,494.92	2,009.14
TOTAL LIABILITIES & EQUITY	20,504.06	18,494.92	2,009.14

Portage Rotary - General Fund
Profit & Loss Budget vs. Actual
July through August 2017

	Jul - Aug 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Lunches	2,809.00	3,960.00	(1,151.00)	70.93%
Member Dues	13,420.00	15,725.00	(2,305.00)	85.34%
50th Anniversary Fund	(100.00)	-	(100.00)	100.0%
Total Income	16,129.00	19,685.00	(3,556.00)	81.94%
Gross Profit	16,129.00	19,685.00	(3,556.00)	81.94%
Expense				
Square Fees	5.09			
Business Registration Fees	-	300.00	(300.00)	0.0%
DaCdb	-	-	-	0.0%
Comm Svc/Scholarship Lunches	-	-	-	0.0%
District 6360 Dues	2,043.00	1,870.00	173.00	109.25%
Gifts/Flowers	-	50.00	(50.00)	0.0%
Guest lunches	80.00	340.00	(260.00)	23.53%
Lunch expense	2,930.00	3,600.00	(670.00)	81.39%
P.O. Box	-	-	-	0.0%
PETS Training	-	200.00	(200.00)	0.0%
Prof Fees - Tax Return	-	-	-	0.0%
Rotary International Dues	3,451.56	2,380.00	1,071.56	145.02%
Senior Center	420.00	480.00	(60.00)	87.5%
Socials/Family of Rotary	-	20.00	(20.00)	0.0%
Supplies	72.78	200.00	(127.22)	36.39%
Council on Legislation fee	-	65.00	(65.00)	0.0%
Other Costs	-	-	-	0.0%
Bank charges	-	-	-	0.0%
Total Expense	9,002.43	9,505.00	(502.57)	94.71%
Net Ordinary Income	7,126.57	10,180.00	(3,053.43)	70.01%
Other Income/Expense	-	-	-	0.0%
Net Income	7,126.57	10,180.00	(3,053.43)	70.01%

Portage Rotary - General Fund
As of September 20, 2017

A/R Aging Summary

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Bob Small	-	(85.00)	-	-	-	(85.00)
Chip Schelb	-	-	-	-	-	185.00
Ginger Phillips-Sharief	-	-	-	-	-	185.00
Greg Orent	-	-	-	-	-	185.00
Michael E. Kenney	-	-	-	-	-	185.00
Sharon King	-	-	-	-	-	185.00
TOTAL	-	(85.00)	-	-	-	925.00