

Combined meeting of the Boards of Portage Rotary Club &
Portage Rotary Charities - Agenda
February 22, 2019

- I. Welcome
- II. Minutes from January board meeting
- III. Secretary's report (Beck/Stinchcomb)
 1. Membership update
 2. Other club business
- IV. Treasurer's report (Melnik)
 1. January financials
- V. President's report (Buckley—sent separately)
- VI. President Elect's report (Welsh)
- VII. Other business
 1. Vote to accept LOA for Mike Simon
 2. Discussion on policy for cancelling meetings due to weather
- VIII. Next meeting: Friday March 22– 7:30am @ Michelle's Restaurant on Romence Road
- IX. Motion to adjourn

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 was held on **February 22, 2019** at Michelle's Restaurant in Portage, called to order at 7:30 a.m. by President Chris.

Present: Board members present were: Chris Buckley, Dan Melnik, Bill Beck, Dave Jewell, and Matt Semelbauer, Larry Shaffer, Phil Stinchcomb, Dick Hewitt. Absent were: Mark Bielang, Tom Welsh, Mary Lou Wright, Mary Hall, Mike Simon. Guests: Christine Berro.

Minutes: Minutes from the January 25, 2019 Boards meeting had been previously sent by email to all of members of the Board, and approval was obtained by an email reply vote.

Secretary's Report: See Officers' Report sent to board members prior to the meeting (attached).

Treasurer's Report: See Officers' Report sent to board members prior to the meeting (attached).

President's Report: See Officers' Report sent to board members prior to the meeting (attached).

President Elect's Report: Nothing to Report.

Committee Report: Christine Berro reported on the selection of Community Service Awardee: Dick Hewitt.

Decisions Made by the Boards:

- Treasurer's Report: **MMSP** to approve.
- LOA request (through June 30, 2019) for Mike Simon: **MMSP** to approve.
- New Club policy for Meeting Cancellations (Either of WMU or KVCC is closed, there will be no Rotary meeting. Members to be notified by P-Text/P-Mail): **MMSP** to approve.

Membership and Attendance Update

Date	Members	% Attend.	Average #	Added	Subtracted
February	78	60.1%	39/mtg.	0	0
Membership	55 (Active)	4 (LOA as of 1/25/19)	12* (Rule of 85)	5 Honorary	Corporate (Active) 1
Corporate (Designee)	1				

The number of members shown are those counted for **Meeting Attendance** purposes, and **Total**, which as of February 22, 2019, included four members with a Leave of Absence (Larry DeShazor, Mary Lou Wright, Mary Hall, Pete Marsiglia) and 12* members excused from attendance pursuant to the RI Rule of 85 (Paul Ballard, Karen Foster, Pete Marsiglia, Betty Lee Ongley, Wendell L. Pierce, Allan Reiff, Christine Berro, Bob Borsos, Paul Carlson, Bonnie Granado, Bill Kaufman, Mike Marshburn, & Joe Yantis). * Marsiglia counted as LOA.

Month	Added	Date (EOM)	Subtracted	Date (EOM)
February	0	2/28/19	0	2/28/19

New Member(s) Name(s): None **Subtracted Members' Name(s):** None

Pursuant to **MMSP**, the meeting adjourned promptly at 8:15 a.m. Next Boards meeting - March 22, 2019.

Portage Rotary Club / Portage Rotary Charities
Officers' Report - February 22, 2019

Secretary's Report:

I. **Membership update:**

Regular Members (active)	55
Corporate (active)	1
Corporate (designee)	1
Leave of Absence	4 (DeShazor, Marsiglia, Wright, Hall)
Rule of 85 Members (active)	12*
Honorary Members	5
Total Membership (as of 12/21/18)	78

Average attendance in February (as of 2/22/19) 60.1% (39/mtg.) up slightly from month prior, based on two meetings (one cancelled due to weather). Average attendance in District 6360 is +/- 65%. **NOTE: We continue to fall below the number of contracted lunches (40) at each meeting. We are re-growing our membership but still remain short of the goal on attendance.**

- II. No new members were celebrated this month. No defections, deaths, terminations either.
- III. Still no response from Larry DeShazor regarding his current address/membership intent.
- IV. *12 R-85 are shown above as Pete Marsiglia is currently listed as LOA rather than R-85..

Treasurer's Report: (Not available at press time.)

I. **Charities Fund:**

II. **General Fund:**

President's Report:

I. **Meeting Cancellation Policy**

With the recent weather we've been experiencing and the cancellation of two meetings this year I think we should explore a policy that we can distribute to club membership. I would propose cancelling any weekly meeting if either WMU or KVCC close and cancel classes for the day. I've set aside time for this discussion in our meeting.

II. **2019 Fireworks**

There is a meeting on 2/21 to discuss the future of the Portage Fireworks for 2019. The city is proposing to hold the fireworks at Ramona Park. The club is working with the city to see how viable this option is.

III. Meeting Sponsorship

Bill Kauffman had an idea to offer local businesses a chance to "sponsor" our weekly meetings for a set fee. The sponsorship would enable the business to give a 3-5 minute presentation on their business. The Kalamazoo Club currently offers something similar. I'd like the boards thoughts on this topic

President-Elect's Report:

I. Nothing to report

Portage Rotary - General Fund
Balance Sheet

As of November 30, 2018

2:48 PM
 12/20/18
 Cash Basis

	Nov 30, 18	Nov 30, 17	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings	20,084	19,517	567	2.9%
Total Current Assets	20,084	19,517	567	2.9%
TOTAL ASSETS	20,084	19,517	567	2.9%
LIABILITIES & EQUITY				
Equity	20,084	19,517	567	2.9%
TOTAL LIABILITIES & EQUITY	20,084	19,517	567	2.9%

Portage Rotary - General Fund
Profit & Loss
July through November 2018

	Jul - Nov 18	Jul - Nov 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
Member Dues	11,974	13,975	(2,001)	-14.3%
Lunches	8,839	6,730	2,109	31.3%
Room Rental	3,048	749	2,299	306.9%
Total Income	23,860	21,454	2,406	11.2%
Expense				
District 6360 Dues	1,564	1,848	(284)	-15.4%
Rotary International Dues	2,901	3,452	(550)	-15.9%
PETS Training	195	195	-	0.0%
Lunch expense	9,633	7,550	2,083	27.6%
Guest lunches	325	200	125	62.5%
Senior Center	1,020	1,080	(60)	-5.6%
Supplies	145	619	(474)	-76.6%
DaCdb	385	210	175	83.3%
P.O. Box	60	54	6	11.1%
Insurance Expense	-	102	(102)	-100.0%
Square Fees	-	5	(5)	-100.0%
Total Expense	16,228	15,315	913	6.0%
Net Income	7,632	6,139	1,493	24.3%
Net Lunch Cost	(794)	(820)	26	3.2%

Portage Rotary - General Fund
Profit & Loss Budget vs. Actual
July through November 2018

	Jul - Nov 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Member Dues	11,974	12,351	(377)	96.9%
Lunches	8,839	9,880	(1,041)	89.5%
Room Rental	3,048	3,174	(126)	96.0%
Total Income	23,860	25,405	(1,545)	93.9%
Expense				
District 6360 Dues	1,564	1,656	(92)	94.4%
Rotary International Dues	2,901	2,789	112	104.0%
PETS Training	195	400	(205)	48.8%
Lunch expense	9,633	9,880	(247)	97.5%
Guest lunches	325	416	(91)	78.1%
Senior Center	1,020	1,140	(120)	89.5%
Supplies	145	400	(255)	36.2%
DaCdb	385	225	160	171.1%
Business Registration Fees	-	20	(20)	0.0%
P.O. Box	60	60	-	100.0%
Insurance Expense	-	100	(100)	0.0%
Total Expense	16,228	17,086	(858)	95.0%
Net Income	7,632	8,319	(687)	91.7%

Portage Rotary Charities
Balance Sheet
As of November 30, 2018

	Nov 30, 18	Nov 30, 17	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings	51,158	49,101	2,057	4.2%
Other Current Assets	51,164	50,659	505	1.0%
Total Current Assets	102,322	99,760	2,562	2.6%
TOTAL ASSETS	102,322	99,760	2,562	2.6%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Accrued Expenses				
Accrue transfer out				
Zika Net Project	2,691	1,141	1,550	135.8%
India Blood Bank Project	15,609	15,609	-	0.0%
Total Accrue transfer out	18,300	16,750	1,550	9.3%
Total Accrued Expenses	18,300	16,750	1,550	9.3%
Total Other Current Liabilities	18,300	16,750	1,550	9.3%
Total Current Liabilities	18,300	16,750	1,550	9.3%
Total Liabilities	18,300	16,750	1,550	9.3%
Equity				
Memorial Donations				
Memorial - R. Raschke	2,100	-	2,100	100.0%
Total Memorial Donations	2,100	-	2,100	100.0%
Desingated Net Assets	4,000	4,000	-	0.0%
Temp. Restricted Net Assets				
PCommHS Spirit Fund	1,013	1,008	5	0.5%
4th of July	9,822	9,679	143	1.5%
Big Idea	26,783	26,628	155	0.6%
Ken Schuring Scholarship	13,547	13,344	203	1.5%
Total Temp. Restricted Net Assets	51,164	50,659	505	1.0%
Unrestricted Net Assets	19,628	13,696	5,932	43.3%
Net Income	7,130	14,655	(7,525)	-51.3%

Portage Rotary Charities
Balance Sheet
As of November 30, 2018

	Nov 30, 18	Nov 30, 17	\$ Change	% Change
Total Equity	84,022	83,010	1,012	1.2%
TOTAL LIABILITIES & EQUITY	102,322	99,760	2,562	2.6%
Undesignated Cash	26,758	28,351	(1,593)	-5.6%

Portage Rotary Charities
Profit & Loss
July through November 2018

	Jul - Nov 18	Jul - Nov 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
50-50	73	590	(518)	-87.7%
Donations/Fines	1,580	2,060	(481)	-23.3%
Lunches	-	752	(752)	-100.0%
Project Related Income				
Miller Show Tickets	(185)	(127)	(58)	-46.1%
PRO Golf Outing	7,705	9,083	(1,378)	-15.2%
Tom Eddy Memorial	10	2,500	(2,490)	-99.6%
Summer Concert Series	1,182	-	1,182	100.0%
Fourth of July	-	2,316	(2,316)	-100.0%
Total Income	10,364	17,175	(6,811)	-39.7%
Expense				
Insurance Expense	-	102	(102)	-100.0%
Casa Amparo	300	-	300	100.0%
Community Service Award	-	500	(500)	-100.0%
Michigan Gambling license	270	-	270	100.0%
Miscellaneous Requests	1,000	143	857	599.3%
Operations	20	20	-	0.0%
Portage Community HS	1,658	1,500	158	10.5%
RYLA	280	400	(120)	-30.0%
Total Expense	3,528	2,665	863	32.4%
Net Ordinary Income	6,836	14,510	(7,673)	-52.9%
Other Income/Expense				
Other Income				
Interest	243	145	98	67.8%
Memorial Donation	50	-	50	100.0%
Casa Amparo - In	1,329	-	1,329	100.0%
Casa Amparo - Out	(1,329)	-	(1,329)	-100.0%
District 6360 Fdn Grant - In	-	2,250	(2,250)	-100.0%
District 6360 Fdn Grant - Out	-	(2,250)	2,250	100.0%
District Raffle - In	-	125	(125)	-100.0%
District Raffle - Out	-	(125)	125	100.0%

Portage Rotary Charities
Profit & Loss
July through November 2018

	Jul - Nov 18	Jul - Nov 17	\$ Change	% Change
Paul Harris/TRF - In	2,719	2,965	(246)	-8.3%
Paul Harris/TRF - Out	(2,719)	(2,965)	246	8.3%
Total Other Income	293	145	148	102.2%
Net Other Income	293	145	148	102.2%
Net Income	7,130	14,655	(7,525)	-51.3%

Portage Rotary Charities
Profit & Loss Budget vs. Actual
July through November 2018

	Jul - Nov 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
50-50	73	500	(428)	14.5%
Donations/Fines	1,580	1,450	130	108.9%
Project Related Income	(185)	-	(185)	100.0%
Miller Show Tickets	7,705	9,000	(1,295)	85.6%
PRO Golf Outing	10	2,000	(1,990)	0.5%
Tom Eddy Memorial	1,182	1,100	82	107.4%
Summer Concert Series				
Total Income	10,364	14,050	(3,686)	73.8%
Expense				
Insurance Expense	-	100	(100)	0.0%
Casa Amparo	300	-	300	100.0%
Community Service Award	-	500	(500)	0.0%
Michigan Gambling license	270	100	170	270.0%
Miscellaneous Requests	1,000	800	200	125.0%
Operations	20	50	(30)	40.0%
Portage Community HS	1,658	750	908	221.0%
RYLA	280	400	(120)	70.0%
Total Expense	3,528	2,700	828	130.7%
Net Ordinary Income	6,836	11,350	(4,514)	60.2%
Other Income/Expense	293	-	293	100.0%
Net Income	7,130	11,350	(4,220)	62.8%