

**Rotary International District 6860
Fall Finance Committee Meeting
October 31, 2019 2:00 pm
MINUTES**

Minutes of the District Finance Committee Meeting:

**PDG Sue Mitchell, Finance Committee Chair
Mary Grace Evans, Secretary**

Members Present:

PDG Sue Mitchell, Committee Chair
Mary Grace Evans, District Secretary
DG Bill Petty
PDG Carol Argo
DGE Lee Weinman
Ronnie Smallwood
Ronnie Dukes
PDG Tom Greene
DGN Harold Lewis
Tommie Goggans
William Ross
PDG JG Brazil
Doug Crump
PDG Georgia Medori

Members Absent:

Wilbur Masters (Bubba)
Chuck Adams
Wesley Brown

Minutes of the Fall Meeting of the Finance Committee

**District Finance Chair Sue Mitchell called the meeting to order at 2:11 pm.
and called for table introductions.**

OLD BUSINESS:

Review of Minutes from Mid Year Conference 2019 Finance Committee Meeting

MOTION:

**Ronnie Dukes motioned to accept minutes as written
PDG Carol Argo second motion
Minutes Approved**

Independent Review of Budget for 2017-2018: PDG Sue Mitchell

Wes Brown - No independent review has been performed. This has always been provided pro bono and is increasingly more difficult to obtain. Information has been requested, but not received. PDG Carol Argo has sent messages and has had no response. Independent review is required annually by RI and not having

completed could result in withdraw of monetary leadership support. There was; however, a 990 completed for 2017-2018.

Much discussion ensued.

PDG Greene asked if this could be performed by members of the District.

PDG Argo confirmed that it can be a committee of 3. Those serving on the committee cannot include members of the Finance Committee and at least one must have an Accounting background. These members should be from 3 different clubs.

DG Petty, PDG Argo and PDG Mitchell have been in discussion and have DG Petty provided go ahead to have a professional preform review and 990 for this year at a cost of:

\$2,250 financial review

\$1,000 for 990

\$500 out of pocket expense

\$3,650 TOTAL only for 2018-2019 performed by Morrison and Smith LLP (Rotarian)

MOTION: PDG JD Brazil made a motion to hire Morrison and Smith to perform the financial review for 2017-2018.

Ronnie Dukes second the motion

Motion Passed

990 Report and Independent Review of Budget for 2018-2019: PDG Carol Argo

- Balance Sheet Accurate and Complete
- Income and Expense Statement reviewed
- All open invoices have closed except District 6880 for \$606.16 (District Conference)
- All Clubs are caught up on past due dues

Discussion ensued concerning negatives (Birmingham and Homewood) on open invoice report. Ronnie Smallwood explained that they were from many 7 – 10 years ago and QuickBooks will not allow to delete. They were overpayments made at some point.

PDG shared that Doug Crump and his associates were experts in QuickBooks.

ACTION:

Doug Crump and Ronnie Smallwood will review history of activity for Homewood and Birmingham and work together to clear up the negative amounts appearing on the Open Invoice Report.

MOTION:

Ronnie Duke moved to accept financials as presented.

DGE Weinman second motion.

Motion passed.

PDG Green initiated a discussion about Disaster Relief Fund. Why was the amount under so significantly?

PDG Argo confirmed that it had been paid. She was able to collect all the monies owed by the Clubs.

Allocation for District Governor by RI: DG Petty/PDG Mitchell

PDG Mitchell explained: District 6860 has been a part of the pilot program for receiving entire amount up from and reviewed by District Committee monthly. Committee reviewing is currently comprised of: PDG Pat Cross, PDG Sue Mitchell, Ronnie Dukes, Ronnie Smallwood and PDG Tom Greene. Any monies remaining (if there are any) at the end of the RY are returned to RI. At the end of the year a very simple report is completed and submitted to RI. RI can call for documentation at any time; however, they expect the District to maintain the records and not send automatically to RI. Mitchell served during the first year for the pilot program. The pilot has worked out well.

DGE Weinman informed the group that the pilot was initially for 3 year (Sue Mitchell, Carol Argo and Bill Petty), but would be extended for another year to include 2021 – 2022 (Weinman).

New Business

Review of Financials for July thru October 11: DG Bill Petty/Ronnie Smallwood

Conference Budget – in the process of setting up the budget, but do not currently have all or the figures

ACTION:

DG Petty will have conference budget for review at Mid-Year meeting.

Committee continued discussion of ongoing financial review and 990 with the following Motions and Action items resulting.

MOTION:

PDG Medori made a motion to set-up a 3 member committee for annual financial review including 1 member with a background in Accounting.

Ronnie Dukes second the motion.

Discussion:

DGE Weinman questioned/stated that this will not include the 990. PDG Mitchell confirmed that 990 would continue to be completed and submitted by an external Accounting source.

Motion passed.

ACTION:

DG Line is responsible for setting up a 3 member committee for financial review with staggering term (3 year term). DG Petty take

lead on this and will ensure that PDG Mitchell is provided the names/years to include as a sub-committee n DACdb. This will also be added to the DLP.

MOTION:

**Ronnie Dukes mad a motion that the District 990 be prepared by an Accounting Firm identified by bid process and included in the DLP to be overseen by immediate PDG.
PDG Georgia Medori Second**

Discussion ensued concerning wording/inclusion of bid process.

Motion re-worded by Dukes:

**Moved that the District 990 be prepared by an Accounting Firm and included in the DLP. This will be overseen by the immediate Past District Governor.
PDG Medori second
Motion passed.**

Other discussion:

DG Petty indicated that there were still adjustment to be made from the Evanston trip. Tom will be rebating the Clubs.

Ronnie Smallwood is contacting the Clubs that are currently past due. Some are saying they did not receive their invoice (although they were all sent). Ronnie is resending as this come up.

PDG Greene asked for a status of RI dues collection. Only Huntsville is still showing and they confirmed that they have paid. This is being researched.

Smallwood shared that all grant checks have been cashed. Kathy Bruno is on top of things and will follow-up again in January for an update.

November 13 is the Foundation Dinner – can register now

Special Projects of the Finance Committee in 2018-2019

PayPal – DGE Weinman

Although the account is in the District's name, the email it is attached to is Lee Weinman. This is not an email account he is monitoring. The Foundation Dinner 2-years ago, someone registered through PayPal and then decided they did not want to go and was reimbursed through PayPal. The money had already been pulled and PayPal came the Lee for reimbursement. Lee would like to change the email address. Ronnie Smallwood has been checking into this and it has been a challenge.

DGE Weinman recommends closing the current PayPal account and opening up a new account with a Gmail account for Rotary District 6860 that will be checked by the Treasurer.

QuickBooks use Between Administrations:

Ronnie Smallwood's term will expire at the end of this RY. The person taking the position will need to work with his for transition. At this time, DGE Weinman has no identified who that person will be.

Increase Scholarships to 4, Recognition of RI Presidents from District 6860

Motion:

PDG Sue Mitchell made a motion to increase scholarships from \$10,500 to \$14,000, adding an additional scholarship to honor RI President Mark Maloney.

Ronnie Dukes second motion.

Motion passed.

Action:

To meet requirement that scholarship must be for a College/University with an International House on campus, Ronnie Smallwood will confirm if UAH meets requirement and DGN Lewis will confirm status of UNA.

Zone 30 – 31 Meeting:

PDG Carol Argo opened discussion on the importance of iPDG attending the annual Zone Conference. At this meeting, Districts are recognized for their achievements reflective of past RY. Funds are not currently budget for the iPDG to attend. Cost for this is approximately \$1000.

There was discussion within the group of those that did not attend due to cost that might have otherwise.

Motion:

DGE Weinman made a motion for the iPDG to have \$1000 to attend the Zone Conference.

PDG Carol Argo second.

Discussion:

PDG Greene does not think it is good to added as a line item to the DG budget. It should be at the discretion of the DG.

Called for a vote and all in favor with the exception of Tom Greene. Motions passed.

2022 District Conference – Location/Budget: DGN Harold Lewis

DGN Lewis has begun planning for the 2022 District Conference.

- Multi District with 6880 ad 6760
- Location: Muscle Shoals – outside the normal realm
- 5 Star Marriott
- Cost will be significantly less than locations for other District Conferences for attendees
- Goal to be a family event with activities for the entire family
- Will begin promoting just after 2021 Conference

He is asking for an agreement to support. The contract with the Marriott must be signed by November 15. All partner Districts are onboard.

Lewis will report again for COG, but wanted general feel for this proposal.

PDG Greene stated that the Finance Committee has a financial risk responsibility and asked to Lewis to bring the budget. When the budget is signed, that is when the risk happens. That will be the right time for Finance Committee involvement.

Lewis anticipates District Conference budget to be similar to DG Petty and DGE Weinman. He feels certain it will not exceed.

Ronnie Smallwood did suggest, from experience, that one person/District needs to be financially responsible (write the checks).

PDG Sue Mitchell did want to express thanks to Mary Grace Evans/Redstone Federal Credit Union for all of the copies and Ronnie Smallwood for keeping her up to date with reports.

PDG Greene brought up the Disaster Relief Fund. He has several questions/possible concerns about the fund and its set-up.

PDG Argo explained that we have about \$9,000 currently in the fund. It is primarily for our District, but not solely. Originally, we should have about \$10,000 in this account. It is in a donor advised fund with RI that required 3 names (PDG Pat Cross, PDG Gary Andrew and Al Mathis).

ACTION:

PDG Green has requested to include discussion of this fund on the agenda for the next Finance Committee meeting.

Next meeting of the Finance Committee will be January 31 from 1 – 3 (COG will meet same day from 3 – 5).

PDG Mitchell adjourned the meeting at 4:00 pm.

Respectfully Submitted,

Mary Grace Evans