

Board of Directors Meeting Minutes

DATE: 7/10/2023

ATTENDEES: Tatiana Bogatova
Julie Ann Celia
Geri Cicchetti
Erinn Lake
Penny Mechley Porter
Maureen Rizzo
Karen Staab
Amy Swartzfager
Karen Tyler
Michael Zavasky

AGENDA:

1. Call to Order, 4:10pm
2. Strategic Items
 - a. Treasurer Election (online)
 - b. Approval of Minutes, 6.12 & 15
 - c. Treasurer's Report
 - d. Consent Agenda
3. New Business
 - a. Donation to Italy
 - b. Signature cards
 - c. New board members
 - d. New Program Chair
 - e. Discussion on exiting member
 - f. Strategic Plan review
 - g. Other
4. Adjournment, 4:46pm

1. Call to Order with 4-Way Test
The meeting was called to order at 4:10pm in the Hagen History Center.
2. Strategic Items
 - a. Treasurer Election
Geri sent an electronic vote to elect Amy Swartzfager as Treasurer.
Approved: (9)
Opposed: (1)
Abstentions: (0)
Geri's motion to accept Amy Swartzfager as Treasurer of the Erie Rotary Club was approved.
 - b. Approval of Minutes from June 12 and 15
Following the absence of discussion, Mike moved to accept the Minutes from June 12. Erinn seconded the motion.
The motion was approved unanimously.
Hearing no discussion, Mike moved to accept the Minutes from the June 15th meeting. Erinn seconded the motion.
The motion was approved unanimously.
 - c. The Treasurer's Report will be forthcoming from Amy Swartzfager upon further review with the approval of her officer duties.
 - d. Consent Agenda
The Consent Agenda did not necessitate discussion (based on reports submitted by Karen Staab).
3. New Business
 - a. Donation to Italy
As the board looks forward to the close of the 2022-23 budget with outstanding income and expenses as well as the Treasurer's review, there were questions in the discussion related to an international donation. The District Governor requested a donation to the cause in Italy and has made similar requests of the Club in the past. Recollections of a former international donation were related to a shelter box. The Treasurer acknowledged a line item of \$3150 in the current budget.
Julie made a motion to approve \$500 toward the Italy Project. Maureen seconded the motion.

The motion was approved unanimously.

b. Signature cards

With Geri's election as President, Karen S.'s election as President-Elect, Maureen named Past-President, and Amy's election as Treasurer, the bank signature cards at PNC will need adjusted accordingly. The by-laws were referenced with the need for two-three signatures and discussion concerning a fourth signature occurred. Additional discussion related to the debit card use and handlers also took place. The by-laws were reviewed and Geri highlighted the need for updates to the by-laws including the debit card usage guidelines. She will engage Tom Tipitza in the process of updating and reviewing the existing by-laws.

c. New board members

One board member may be elected to fill the seat vacated by Zack Wild. Some Rotarians have been approached and a few have indicated interest.

d. New Program Chair

Two individuals have expressed interest in helping Karen S. with the Program Chair duties for 2023-24. Karen S. and the board would like to see this vacated office filled. The chair role has been posted in the SeeWay.

Karen S. has planned programs through mid-October.

e. Exiting board member

Joe emailed Geri requesting a temporary one-year absence from the board. The by-laws do not indicate language aligned with temporary or long-term absences. (Citing another call to engage by-law revisions.)

Geri will approach Joe about a formal resignation with the potential for his board membership renewal after the year requested. In the interim, Gus Pine was considered to fill the vacant seat on the board.

A motion to accept Joe's resignation will be among the action items for the August Board of Directors Meeting.

A motion to approach Gus about the 1-year membership among the board was presented by Karen T. Erinn seconded the motion. The motion was approved unanimously.

f. Strategic Plan review

This discussion was tabled until the August Meeting of the Board of Directors. The Strategic Planning Committee is committed to meeting on the off-weeks of the Rotary Meetings. An onboarding process needs to occur with three-four new committee members. Maureen has developed information to highlight key aspects of the Rotary Club in a brochure which includes a schedule of meetings, a reference to the website, etc.

g. Other

- An email list of guests and presenters attending meetings requires attention in the future.
- Amy received a specialized training and reviewed our existing online payment system. She recommended further review of Team Merchant with discounted fees and rates in comparison with our existing system.
- A suggestion to expand programming to include events outside the by-monthly meetings was voiced. Two members suggested the upcoming Motown concert at the Warner Theater with a happy hour or private reception before the event. Discussion will be ongoing.
- One member has not paid recent dues. The member cites that the employer has not paid on his/her behalf since vacating the position. Geri will approach the member to pay personally.
- Karen S. applied for and has received grant funding for the Ethics Symposium in the amount of \$1460.

4. Adjournment

A motion to adjourn the meeting was made by Karen S. A second motion by Maureen was made. The meeting adjourned at 4:46pm.

Respectfully submitted by

