**Rotary Club of Fairmont**

**Board Meeting Minutes**

**January 11, 2024**

Attendees: Board members Lou Spatafore, Sean Sawyer, Paula Kurczak, Tina Shaw, Larissa Cason, Laura Candell, LaTora Keigley-Harker and Julie Sawyer. Guests Nick Ailport and Marcella Yaremchuk

The meeting was called to order by Lou Spatafore at 1:00 p.m.

**Secretary’s Report:**

Larissa Cason presented the minutes from the December 14, 2023, meeting. Sean Sawyer made a motion to approve the minutes as corrected, which Paula Kurczak seconded. ***The motion passed.***

**Treasurer’s Report:**

LaTora Keigley-Harker presented the treasurer’s reports for November and December. She looked at running a profit and loss report from QuickBooks, but it did not have all of the information that the board is looking for. Tina Shaw recommended running a report called “Profit and Loss Detail.” LaTora will research that report.

The bank balance as of December 31 were General account - $12,158.74, Scholarship account - $2,263.82, and Flag account - $27,416.99. Since the club had a raffle winner, a check was written from the Scholarship account. The club’s taxes were filed on time. Sean Sawyer made a motion to approve the treasurer’s report, which was seconded by Tina Shaw. ***The motion passed.***

LaTora reported that she is getting checks from Lou Spatafore to write checks to the Rotary International Foundation for the annual club gift and members’ donations. Lou Spatafore suggested convening a finance committee meeting to review QuickBooks reports.

LaTora reported that she asked Dorinda, the club’s accountant, for a quote to do dues billing. Dorinda quoted a price of $600 per year. Paula Kurczak offered to help with billing. The board discussed the options of billing through QuickBooks versus through the finance module in DACdb. LaTora reported that she sent 30-day past due notices to Robert Pevler, Jeff Merrifield, Jack Oliver, Gina Dixon, Emylee Williams, and Cody and Evelyn Offen.

**New Business**:

* Sean Sawyer made a motion to create a nominating committee of the Rotarians present at the board meeting to determine the club presidential succession with respect to the president-elect and president-nominee. Paula Kurczak seconded the motion. ***The motion passed.*** The board meeting was paused while the nominating committee met.
* The board meeting reconvened, at which time, Tina Shaw made a motion to adopt the draft Dues Payment policy. Sean Sawyer seconded the motion. ***The motion passed***.
* Marcella Yaremchuck presented information about the Wreaths Across America 2024 fundraising campaign, which is matching donations during the month of January. Each wreath is $17.00. Larissa Cason made a motion to donate $170.00, which Sean Sawyer seconded. ***The motion passed***.

**Ongoing Business**

* **AMPT Meetings:**
  + During the meeting on December 20, 2023, the members who attended the AMPT meeting planned the A Night at the Races event. The Elks Club and the caller are now booked. The committee has selected the menu and finalized the price. There is a flyer that members can distribute, and Julie Sawyer has the tickets.
* **Upcoming Speakers:**
  + January 18 – Brett White, United Way
  + January 25 – Julie Sole, DAC
  + February 8 – Nick Ailport, ethical leadership
* **Committee Updates:**
  + Grants – No report.
  + Foundation – Larissa Cason provided a report of current giving. LaTora Keigley-Harkre will be writing a check to the Foundation for member contributions.
  + Membership – Cody Offen had been working on scheduling Alysia Davis’ fireside chat. Lou Spatafore appointed Sean Sawyer to take over as Membership Chair, effective immediately. The Board discussed planning a Discover Rotary event, possibly for Wednesday, April 24.
  + Special Events – Laura Candell is planning a club outing to an FSU basketball game. Both the men’s and women’s basketball teams are playing at home on February 7.
  + Flags – Brad Merrifield send Julie Sawyer a message yesterday discussing coordinating a meeting to discuss the upcoming year. Larissa Cason volunteered to reach out to Helping with Flags to discuss the status of the software build. The club has not been invoiced for the software as of yet. Laura Candell stated that she has more e-mail addresses to add to the database.

With no further business, the meeting was adjourned at 2:40 p.m.

Respectfully submitted,

Larissa Cason

Secretary