Blue Ridge Mountains Rotary

Board of Directors Meeting Minutes

Farmington Country Club

November 17, 2021

**Directors Present**

Aimee Andrews, Roger Higgins, Ben Horne, Sam Caughron, Thomas Markham, Jamie White, Eddie Karoliussen, Ronda Puryear, Dan Alley, Rachel Burns, Wayne Murphy, Ty Cooper, Franklin Daniels, Bruce Woodzell

**Welcome and Call to Order**

Aimee Andrews, President, welcomed everyone and called the meeting to order at 8:28am.

**Prior Meeting Minutes**

***Motion****: Sam Caughron moves to accept the minutes from October 20 meeting. Seconded by Rachel Burns. Approved by the board.*

**Secretary’s Report**

Thomas Markham, Secretary, gave the following update.

* Chuck Wood, Rule of 85: Chuck Wood has requested Rule of 85 status and meets the criteria.
	+ ***Motion***: *Sam Caughron moves to grant Rule of 85 status to Chuck Wood. Rachel Burns seconds. Approved by the board.*
* DACDB: From discussions with other clubs in the district, BRM is an outlier in still using ClubRunner. The club would like to begin the transition to using DACDB. Other clubs have experience with this transition and can provide guidance.
* Attendance Report: A number of members are below 60% attendance for the quarter. Many of these remain engaged with the club in other ways and are not a concern. Disengaged members with low attendance include:
	+ Pat Burns: Rachel Burns will speak with her father
	+ Stephen Christianson: Bruce Woodzell volunteered to contact Stephen.
	+ Harry Stillerman: Bruce will contact Harry as well.
	+ Jim Battaglia: Jim attended the pool party in August but has otherwise been disengaged. Aimee Andrews will follow up with Jim.
	+ Norman Gee: It was suggested that Franklin Daniels (not present) could contact Norman as his sponsor.

**Vice President/Membership**

Ben Horne, Vice President, gave an update on new membership activity.

* Four new members need to be inducted: James Brosn, Eric Nianouris, Andy Jenkins, and Hayden Ardrey. They will be inducted at a meeting before Christmas.
* Marcus Cromwell continues to visit. Marcus went through orientation several years ago without joining.
* Tiffany Norman (Building Goodness Foundation) visited and is interested in joining
* Shelby Edwards (Ty Cooper referral) is interested in visiting again
* Ivy Haynes: Ben Horne followed up with this recent visitor – the cost is out of reach for her at this stage of her career but she enjoyed her visit.

**Financial Report**

Sam Caughron, Treasurer, gave an update on the financial situation.

* Quick Books: Managing data entry remains an issue and it has been proposed that this work be returned to Hantzmon and Wiebel (CPA firm), who used to handle this for the club.
	+ Hantzmon sent a proposal that would cost $1,000-$1,200 to go back and reconcile data for the current fiscal year, plus $350/month to maintain Quick Books going forward.
	+ This will allow members to serve as Treasurer even if they don’t have an accounting background and maintain consistency of process from year to year.
	+ Ms. Andrews noted that this has been discussed at length and studied by Mr. Higgins and Mr. Horne (both past Treasurers) as well as Mr. Caughron, and that it is a good idea.
	+ ***Motion****: Ben Horne moves to accept the Hantzmon and Wiebel proposal and authorize necessary expenditures. Sam Caughron seconds. Approved by the board.*

**Club Service**

Ronda Puryear, Service co-chair, presented the following update:

* Joint Effort with Kiwanis: Ms. Puryear met with representatives from the Kiwanis and the IRC to discuss a refugee resettlement project. These representatives will speak to the club in early January to solicit help. This could be a service opportunity for the club in the first or second quarter of 2022.

**Club Adminstration**

Wayne Murphy, Club Admin co-chair, gave the following updates:

* Christmas Breakfast: This will be on Dec. 15. An RSVP will be requested so that Amy Hart can plan gifts for the children.

**Public Relations**

Jamie White, Public Relations co-chair, noted that the Oyster Roast has been featured in the monthly District newsletter, and something about service projects will be featured next month.

**Diversity Committee**

Eddie K., chair of the committee, gave the following updates.

* Committee: Andy Jenkins has agreed to join the committee.
* Survey: Survey results have been collected and will be shared at a club meeting in early December.
* Speakers:
	+ Eddie has lined up UVA’s director of DEI to come as a speaker in February.
	+ Eddie has been in touch with a trainer from Roger Higgins’ company, who is expected to speak in January.

**Club Executive Secretary**

Bruce Woodzell, executive secretary, reported that the email issue in ClubRunner has been resolved so that AOL users can receive messages from the club.

**Program Chairs**

No report

**International / Foundation**

No report

**President’s Report**

No report

**President Elect**

No report

**Past President**

No report

There being no further the business the meeting was adjourned at 9:23am.

Respectfully submitted,

Thomas Markham, Secretary