Blue Ridge Mountains Rotary

Board of Directors Meeting Minutes

Zoom Videoconference

November 18, 2020

**Directors Present**

Franklin Daniels, Aimee Andrews, Roger Higgins, Ben Horne, Thomas Markham, Amy Hart, Erik Greenbaum, Matt Crane, Susan Evans, Ravi Respeto, Ty Cooper

**Welcome and Call to Order**

Franklin Daniels, President, welcomed everyone and called the meeting to order at 8:27am.

**President’s Report**

No report

**Financial Report**

Ben Horne, Treasurer, provided a financial report to the group.

* Financial Status: The club is approximately $8,000 in the black, which will go down as expenses accrue. Just over $31,000 in the operating account.
  + Major expenses remain FCC meals, social event (fall get-together), Salvation Army dinner, and bad pledge write-offs
* Past Due Accounts:
  + Four other members still have outstanding balances from Q1.
  + Multiple additional members have outstanding balances from Q2.
  + Paperwork has been filed in small claims court for Jim Greene and Larry Miller, who have large overdue balances.
    - Discussion followed as to whether members in this situation should continue to accrue charges from the Club each quarter, or simply have their membership terminated.
    - Mr. Horne suggested as an interim step between email notices from the Club and small claims filing that the Club send a certified letter to ensure the member receives it.
    - Mr. Markham to revise the overdue payments process letter to include this step, for ratification at next Board meeting.

***Motion****: Mr. Greenbaum moved to add an interim step of sending a certified letter before going to small claims court, with the Treasurer to send the letter, which the Secretary will draft. Seconded by Matt Crane. Approved by the board.*

***Motion****: Mr. Higgins moves to terminate membership of Jim Greene and Larry Miller as of September 30, 2020 and to remove charges from their statements for Q2 2020 (Oct-Dec). Seconded by Susan Evans. Approved by the board.*

**Secretary’s Report**

Thomas Markham, Secretary, presented minutes from the October 30 meeting for approval.

***Motion****: Ms. Respeto moves to accept the October 30 minutes. Seconded by Matt Crane. Approved by the board.*

Mr. Daniels requested a list of members who are paying for meals despite not attending (i.e., not using the ‘opt-out’ option) so that they can be thanked for their support.

**President Elect**

Aimee Andrews, President-Elect, raised the following issue:

* COVID Members Fund:
  + Ms. Andrews requested clarification on the size of the COVID fund and how a member can access it.
  + Mr. Horne reported that approximately $1,300 has been billed for the fund, with $162 paid out. Approximately $4,600 expected to be raised over the course of the year.
  + Mr. Daniels noted that the process remains informal – a member can contact the President or Secretary to request support. Mr. Daniels noted that the process could be more formalized if the Board so desires.

**Vice President/Membership**

Roger Higgins, Vice President, raised the following issue:

* Fundraiser
  + Per Club by-laws, the Vice President is supposed to manage a fundraiser. Because of COVID, the Rabbit Run 5K was put on hold for 2020. The question is whether the Board wants to organize Rabbit Run for 2021 or pursue another fundraiser.
  + Mr. Cooper noted that a virtual 5K is an alternative. Sponsorship can be done through a t-shirt or through a website.
    - Mr. Higgins, Ms. Hart, and Ms. Evans noted logistical issues with a virtual 5K, including cost of mailing t-shirts to participants and setting up a website like Relay for Life to collect pledges.
  + Mr. Greenbaum noted that an in-person race may be possible by May because of the vaccine. Mr. Daniels supported the idea of an in-person race.
    - Mr. Crane proposed offering both a virtual and in-person race for those uncomfortable with in-person contact.
  + Mr. Daniels proposed meeting again on December 2 to discuss a plan for holding a virtual + in-person race.
    - Mr. Cooper and Mr. Higgins will lead organization of the race, and will recruit help from the Club membership.
    - Ms. Andrews noted that Joe Varaksa will lead the race in 2021-22, so will join this year’s effort to co-train.

**Program Chairs**

No report

Mr. Daniels again commended the Program Chairs for the quality of speakers.

**Club Adminstration**

No report

**Club Service**

No report

**Public Relations**

No report

**International**

No report

**Foundation**

No report

**Past President**

No report

**Club Executive Secretary**

No report

There being no further the business the meeting was adjourned at 9:30am.

Respectfully submitted,

Thomas Markham, Secretary