Blue Ridge Mountains Rotary

Board of Directors Meeting Minutes

Farmington Country Club

June 23, 2021

**Directors Present**

Franklin Daniels, Aimee Andrews, Roger Higgins, Ben Horne, Thomas Markham, Erik Greenbaum, Wayne Murphy, Bruce Woodzell, Matt Crane, Amy Hart, Susan Evans, Eddie Karoliussen

**Others Present**

Sam Caughron

**Welcome and Call to Order**

Franklin Daniels, President, welcomed everyone and called the meeting to order at 8:36am.

**President’s Report**

Mr. Daniels noted that several incidents of unbecoming conduct between members have recently been brought to his attention.

After discussing the matter with President-Elect Aimee Andrews and Vice President Roger Higgins, Mr. Daniels decided to address the general membership, by email and in this morning’s meeting, on the general issue of conduct.

Ms. Andrews and Executive Secretary Bruce Woodzell have discussed drafting a code of conduct to handle such incidents. Eddie Karoliussen, DEI Chair, noted that his swing dance club has a similar code of conduct and he can provide a copy for reference. Erik Greenbaum, Service Chair, suggested that any code of conduct should be based on the Four-Way Test. Ben Horne, Treasurer, suggested that the policy should include a formal complaint process so that members know how to report such incidents.

Mr. Daniels noted that this will ultimately be an issue for the incoming board to address as it sees fit.

***Motion****: Sam Caughron moves to have Mr. Karoliussen and Mr. Woodzell draft a code of conduct for board review and approval. Seconded by Aimee Andrews. Approved by the board.*

**Financial Report**

Ben Horne, Treasurer, gave an update on the financial situation.

* Overall, the club is doing okay financially, planning to approximately break even for the year.
	+ Because the club is billing arrears for meals, this will show up as a deficit. An accrual can be created to keep the budget balanced.
* Overdue balances:
	+ Antonio Rice: Has requested a leave of absence. Mr. Horne noted that the outstanding balance still needs to be paid and that a certified letter warning of legal action would be the next step.

***Motion****: Sam Caughron moves to grant a leave of absence for 90 days. Seconded by Susan Evans. Approved by the board.*

* + Jim Greene: Jim Greene’s balance has already been written off as bad debt, but he has contacted the club and promised to pay off the balance by the end of May. To date, this has not been paid.

**Secretary’s Report**

Thomas Markham, Secretary, noted that minutes from the May 26 meeting need to be updated with attendance. Minutes will be submitted for approval at the next meeting.

**Vice President/Membership**

Roger Higgins, Vice President, raised the issue of recently joined members who have not been attending regularly.

Ms. Andrews noted that she will email all recent members with an invitation to attend the July 7th meeting at which the new board will introduce its agenda.

Sam Caughron suggested that we need to maintain a virtual presence for members who can’t attend in person. Ms. Andrews noted that she and Ty Cooper have thoroughly investigated the technology requirements and it is unfeasible to provide a truly high-quality virtual experience, given the requirements for equipment set-up, storage etc.

However, the club will continue to provide a virtual option and will make some improvements, including purchasing a speaker for the Zoom laptop so that Zoom participants can be heard and connecting the screen to the overhead projector.

Mr. Markham noted that Eric Parker brought up an old practice of having new members serve as greeters for a few weeks as a way to meet the club. Mr. Woodzell noted that he had discussed something similar with Ms. Andrews recently.

**Club Service**

Erik Greenbaum, Service Chair, noted that the incoming service chairs will be administering a survey to the membership soon about service opportunities.

Mr. Greenbaum mentioned the possibility of beginning a requirement that members complete two service projects per year. Attendance at service projects counts as a makeup, and should be reported to the secretary.

**Diversity Committee**

Eddie K., chair of the committee, reported that the committee needs to do more work to educate the general membership about its purpose. The first step may be to create a survey and/or mission statement to share with the membership.

**Program Chairs**

No report

**International / Foundation**

No report

**President Elect**

No report

**Club Adminstration**

No report

**Past President**

No report

**Public Relations**

No report

**Club Executive Secretary**

No report

There being no further the business the meeting was adjourned at 9:29am.

Respectfully submitted,

Thomas Markham, Secretary