Blue Ridge Mountains Rotary

Board of Directors Meeting Minutes

Farmington Country Club

September 16, 2020

**Directors Present**

Franklin Daniels, Aimee Andrews, Ben Horne, Ravi Respeto, Thomas Markham, Matt Crane, Amy Hart

**Welcome and Call to Order**

Franklin Daniels, President, welcomed everyone and called the meeting to order at 8:30 am.

**Financial Report**

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

* Financial Report: Highlights include:
  + The Club continues to operate at a loss because we are not billing in advance for meals as we normally would, because of COVID-19.
  + Receivables outstanding are down to less than half of the total last month, due to collections efforts.
  + Annual subscription expense for QuickBooks has been made.
  + A bad debt expense of ~$600 has been incurred for Devy Goradia and Olga Boucher.
* Past Due Accounts: Mr. Horne walked through significant outstanding accounts:
  + Multiple outstanding balances have been resolved over the past month.
  + Remaining significant outstanding balances include:
    - Jim Greene and Larry Miller: Mr. Daniels has contacted both and not received a response. Prior to taking action in small claims court:
      * Matt Crane will reach out to Jim Greene
      * Mr. Daniels will reach out to Larry Miller by phone or in person
    - Devy Goradia: Outstanding pledge for Rabbit Run. Mr. Horne will follow up to collect.
    - Silverback/Jason Eagleburger: Outstanding pledge for Rabbit Run.

***Motion****: Mr. Crane moved to write off the Silverback pledge as a bad debt. Seconded by Aimee Andrews. Approved by the board.*

* COVID Relief Fund:
  + By Board action at July meeting, a $15 per member per quarter dues increase was agreed to provide dues support for members struggling with COVID-related loss of income, etc.
  + Due to Secretary error, this was not included on the Q1 invoices and needs to be added to Q2 invoices

***Motion****: Ravi Respeto moved to skip the Q1 charge but add it for future quarters in 2020-21. Seconded by Amy Hart. Approved by the board.*

* Meeting Opt-Outs:
  + The current opt-out feature for breakfast meetings was agreed through September 30. Discussion as to whether to continue it for Q2.
  + Ms. Respeto noted that discontinuing the opt-out could drive members to quit the Club or move to Rule of 85 status. It may be harder to bring them back after the pandemic.
  + Mr. Horne agreed with this sentiment, noting that many are still not comfortable attending in person.

***Motion****: Mr. Crane moved to continue providing the opt-out option through Q2 2020-21. Seconded by Ben Horne. Approved by the board.*

* Q2 Billing:
  + Invoices for Q2 will go out after September 30. Mr. Daniels emphasized the importance of flexibility in accommodating members who may not have used the opt-out feature but object to paying for meals.
  + Mr. Daniels will send out a cover note prior to billing re-emphasizing the current policy.

**Secretary’s Report**

Thomas Markham, Secretary, presented the minutes of the August 19 board meeting for approval.

***Motion:*** *Amy Hart made a motion to approve the minutes as presented and Aimee Andrews seconded the motion. The motion was approved by the board.*

Mr. Markham reported on the following item:

* Rule of 85 Status:
  + Greg MacDonald has applied for Rule of 85 status, based on his current age of 64 years nd 36 years’ membership in the club.

***Motion:*** *Mr. Crane made a motion to approve Mr. MacDonald’s request. Aimee Andrews seconded the motion. The motion was approved by the board.*

**President Elect**

No report

**Vice President/Membership**

In absentia, Roger Higgins, Vice President, filed a report.

* New Members:
  + Ross Efaw is still interested in joining but not comfortable attending in person yet.
  + Eddie Karoliussen has submitted a membership proposal.

***Motion:*** *Ms. Respeto made a motion to approve Eddie K’s proposal. Franklin Daniels seconded the motion. The motion was approved by the board.*

**Program Chairs**

Matt Crane, Associate Director of Club Programs, reported that speakers are booked through September and into October. Mr. Crane noted that he needs to swap out a speaker for September 30. Ms. Andrews noted that James Burton can speak on that day.

Ms. Hart noted that she is interested in bringing a Broadway performer to speak to the Club about how the pandemic is affecting the industry. This would be tentatively for November.

Mr. Daniels noted that the Blue Ridge School headmaster might be willing to speak to the Club.

**Club Adminstration**

Amy Hart, Director of Club Administration, presented a report on Club Administration and Club Service in the absence of Erik Greenbaum, Director of Service Projects.

* Survey: A survey of member interest in service projects has been completed. Ms. Hart will review the results with Mr. Greenbaum. Initial findings suggest members are interested in service projects so long as social distancing can be maintained.
* Food Distribution Project: Ms. Respeto noted that a local pastor is bringing in truckloads of food for the community on Saturdays, and needs 20 volunteeers each Saturday.
  + Mr. Daniels requested that Ms. Respeto coordinate with Mr. Greenbaum on offering this opportunity to the Club.
  + Ms. Hart noted that Club Admin budget could be used to support this effort by providing coffee, breakfast etc. for volunteers.
* Social Event:
  + Ms. Andrews asked if the Club should host a social event for Q2. Mr. Daniels noted that if members are still reluctant to attend breakfast, a social event might not work yet. Ms. Respeto expressed concern that if the Club does not have a social event, momentum and cohesion will be lost.
  + Mr. Daniels offered the use of his Barboursville cottage to host an outdoor, socially distanced event sometime in October, similar to the annual oyster roast.
  + The Board generally agreed that this would be a good idea. Ms. Hart will proceed to coordinate the event along with Susan Evans, Associate Director of Club Administration.

**Club Service**

See Club Administration

**Public Relations**

No report

**International**

No report

**Foundation**

No report

**Past President**

Ms. Respeto introduced the issue of developing an equity plan for the Club. Mr. Higgins has written a plan and he and Ms. Andrews are forming a committee to address this. This will be a long-term process, extending beyond one presidency.

Mr. Daniels noted that Ms. Respeto should serve on the committee. Ms. Respeto stated that she is willing to serve as a member but not to lead the committee. Mr. Daniels noted that the plan and committee need to be developed further before announcing anything publicly.

**Club Executive Secretary**

No report

**President’s Report**

Mr. Daniels reported on the following items:

* Q2 Meetings
  + Mr. Daniels noted that the issue of continuing the opt-out for Q2 meetings has been resolved (see Financial Report, above)
* Equity Plan
  + Mr. Daniels noted that the issue of developing and equity plan for the Club has been addressed (see Past President, above)

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

Respectfully submitted,

Thomas Markham, Secretary