

BOARD MEETING MINUTES

DECEMBER 6, 2022



FAIRFAX ROTARY BOARD OF DIRECTORS MEETING MINUTES

Meeting held on December 6, 2022

Prepared by Club Executive Secretary, Lisa Storr

Attendees:

Present:

Director of International Service - Carolyn Chappell
Treasurer - Doug Church
President - Robert Greene
Immediate Past President - Barry Gordon
Director of Club Service - Jennifer Peart Hurst
Sergeant-At-Arms - Jennifer Rose
Director of New Generations - Julia Strickland
Community Service Director - Lily Saffer
President Elect - Colleen Stutz
Immediate Past President - Bakh Safarov

Not present:

Club Legal Counsel - John McGeehan
Guatemala Literacy Program - Rick Schroeder
Golf Committee Chair - Joe Catalano
Vocational and Educational Service Director - Tom Palmer
Board Member-at-Large - Verne Tuininga

This Board Meeting was held virtually via Zoom. This was President Robert Greene's 6th Board Meeting as President for the Club Year 2022-2023.

1. Call to Order

a. Welcome

President Robert Greene called the meeting to order at 11:31 a.m.

b. Determine if a quorum is present

A quorum* was present.

* Quorum: The minimum number of participants who must be present when a vote is taken is (a) one-third of the club's members for club decisions and (b) a majority of the directors for club board decisions.

2. Approval of Minutes

The Board Meeting Minutes prepared for October and November 2022 have been approved.

Motion to approve the October 2022 and the amended November 2022 Board Meeting Minutes: Jennifer Rose
Second: Julia Strickland
Motion passed unanimously.

a. Executive Secretary's Report – Vacant

- No report for this meeting.

3. Treasurer's Report - Doug Church

- Doug Church presented the financial report for the previous two months. Fairfax Rotary Club reconciled statement balance is \$12,976.50.
- Bob Beach, Meghan Wasinger and Billy Friesmeyer are in the arrears, delinquent letters were sent and if no response by December 15, 2022, they will be removed from membership.
- Fairfax Rotary Education Foundation reconciled statement balance is \$73,268.53. Doug will provide project breakdown by categories on a quarterly basis for Happy Talk, Lucky Bucket and Holiday Party.
- Two (2) CD's have matured. They will be renewed. The CD at Sandy Spring Bank interest rate will increase to 3.3% for twelve (12) to fourteen (14) months.

4. President Elect's Report – Colleen Stutz

- Membership and organizing is doing well. Six (6) new members have been added this month, with three (3) proposed members to be added next month. Key emphasis with new members is the importance of service not networking.

5. President's Report – Robert Greene

- Due to Colleen Stutz upcoming resignation, the proposed Succession Plan would promote Sarah White to President-Elect and Angela Contee to join the Board as Vice-President for the remainder of 2022-2023 Rotary year. Carolyn Chappell asked why additional names were not added to list prior to appointing officers. Bakh Safarov mentioned that Dr. Jay showed some interest. However, no other members were willing to make the commitment currently. The Board unanimously voted to approve the Succession Plan.
- A motion was made to approve Lisa Storr as Executive Secretary. The Board unanimously passed the motion. For onboarding and training purpose, Bob Greene will connect Kasia and Lisa Storr. Jennifer Rose will setup credentials for Lisa Storr. Doug Church will provide tax form documentation. Carolyn Chappell proposed a motion to pay \$250.00 to both Kasia and Lisa Storr for December 2022. Payment will be disbursed in January 2023 to avoid having to issue a 1099 for 2022 for Lisa Storr.
- Glen provided a cost for Rotary stationery of \$226.00 for one hundred (100) pieces. Carolyn Chappell and Jennifer Rose agreed that the cost is expensive. Digital stationery and address labels are available. The Board agreed to table discussion until additional competitive quotes are available from Jennifer Rose.
- Bob Greene presented areas for discussion. For the convenience of being able to accept electronic payments (Square/Credit Card). The club is assuming some of the deficiency for the service fee from Square because the upcharge is not perfect. Colleen Stutz gave a brief presentation of the various electronic payments issues and how they impact the bottom-line. Doug asked what the value of the accommodation is for having various electronic payments. What is the policy, process, and procedures? The Board agreed to table discussion and schedule a separate meeting offline.
- Bob Greene opened the floor for discussion about members like Lily Saffer. Current discounts being offered for 70+ and 30 and under. Discussion was had about potential proposed options for a family membership and/or corporate memberships. For the family plan, if you added one (1) member for \$300.00, the cost for the second (2) member would have to cover the National, District and Club dues which are approximately \$200.00. The benefits of offering this kind of membership would give the club more members, more volunteers, and additional families. The question was posed "how we can improve our membership by twenty percent (20%) with alternative membership options." Carolyn Chappell suggested that we form a committee to explore how the discounted pricing would impact the club. Barry Gordon agreed to form and chair the proposed committee to help the club get understanding about the pros and cons of family membership pricing.

6. Immediate Past President's Report – Bakh Safarov

- Discussed the Vice-President search. He contacted members by email and phone calls. Only Dr. Jay Kim responded with interest.

7. Fundraising Chair's Report – Barry Gordon

- Barry asked for suggestions for additional fundraising ideas that will stimulate member participation at events.
- Bob Greene will provide a calendar events and fundraisers for 2023.

8. Golf Tournament - Joe Catalano

- Joe Catalano was not present. Carolyn Chappell provided update that they did meet last month to discuss lessons learned from previous golf tournament.

9. Club Service Director's Report - Jennifer Peart Hurst

- Research is still being performed for the payments issue in reference to the holiday party.
- Sees candy fundraiser is still under review for next year. Sees ordering system is not user friendly. It is much more involved than anticipated. Bob Greene, Barry Gordon, and Jennifer Hurst will meet offline to discuss how to proceed.

10. Community Service Director's Report - Lily Saffer

- Lily Saffer explained that she was unaware that Art Gose was dropping the project until after Jennifer Rose notified her. Salvation Army bell ringing project will have some coverage on Saturday. This is the first time the club was unable to provide coverage for a Saturday. Jennifer Rose suggested that the club give a donation to offset the loss of the hours we did not have coverage. The Board suggested and recommended to the Foundation that they expend \$500.00 to the Salvation Army for the year ending December 31, 2022. The motion passed unanimously. Carolyn Chappell asked who is inventorying the stools being used by the volunteers for the bell ringing project. Barry Gordon and Jennifer Rose said Nathan Desnoyers did as instructed and handed them off to the first shift volunteer at Safeway. Art Gose has the remaining two stools for Walmart and should give to Walmart volunteers, Bob Greene will confirm.
- Lily Saffer dropped off Rotarian donations to the mental health hospital on December 6, 2022. Phillip Adams contacted Lily Saffer to give a donation of \$100.00 for gifts requested by Barry Gordon. She is redirecting donation to the Christmas party since donations are only being accepted through December 7, 2022.
- The city is proposing a dinner that they would like for the Club to partner with them, as details are available Lily will provide updates.

- Ride Across America is the only other scheduled event.
- Carolyn Chappell also received a \$100.00 check from Phillip Adams for the Foundation.

11. International and Foundation Report - Carolyn Chappell

- Report was given confirming that the club is on track for making their \$15,000.00 commitment. There are three PHF people (Paula, Barry, and Bruce) that will be getting awards.
- PDG Ronnie Chantker was at the banquet in November 2022. He led the Pledge of Allegiance as the newest Paul Harris Society person.
- The Polio Plus Society \$100 commitment was introduced. Of the 60 people in attendance about 45 persons committed in the giving campaign. This is an awareness program. Current members are Founding members, anyone that joins before the end of the year will be considered Charter members. Bob Jansen spoke well about the SWA topics.
- Conference call with Dr. Sarah Johns scheduled for December 7, 2022. She is going to Haiti January 2023, and taking all the things we collected along with a \$300.00 from the Foundation to cover books and supplies to be purchased in Haiti. The district released the Haiti grant late giving each club less time to complete the project. Final Haiti reports due April/May 2023.
- Rick Schroder is going to Guatemala again in 2023. The balance of the Foundation checks will be release by December 31, 2022.

12. Vocational and Educational Service Director's Report - Tom Palmer

- Tom Palmer was Absent; However, he submitted a report notifying the Board that the Constitutional booklet distribution is scheduled for January 2023. Austin Kennedy will contact the Board for possible support and participation.
- Dictionaries are available to do one (1) school, waiting to get more stickers from Sarah. Volunteers are inquiring about this program.

13. New Generations Director's Report - Julia Strickland

- A report was given that information about the youth music (Matt Edgar) and speech (Barry Gordon) contests have posted. Information about the essay contest (Julia Strickland) is not available, Barry Gordon will follow-up. Please note that this project is limited to Fairfax City and Fairfax High School.
- There will be two (2) global students this year, \$40,000.00 each. We have one who will be interviewing December 10, 2022, to study internationally.

14. Sergeant-at-Arms' Report - Jennifer Rose

- Nothing to report.

15. The Guatemala Literacy Project - Rick Schroeder

- Absent; nothing to report.

16. Virtual/Hybrid/In-person Meetings – Robert Greene

- A proposal to continue in-person club meetings for the remainder of the Rotary year was presented. The motion passed unanimously.

17. Call for Old Business (not elsewhere covered)

- Nothing to report.

18. Call for New Business

- Carolyn Chappell asked that the next two board meetings in January and February 2023 be held on zoom and revisit platform for March 2023 meeting. Carolyn Chappell also made a motion to have the January 2023 meeting moved to Tuesday, January 10, 2023, to accommodate the Holiday. The motion was seconded by Barry Gordon. The motion was passed unanimously.
- Carolyn Chappell will arrange to have zoom meeting scheduled.
- Barry Gordon noted that the International Student Exchange program is ramping up and the club should consider the short- and long-term exchange students timeline due the challenges of working with Fairfax County schools.
- Doug Church asked that the Board considers a communication policy that be streamlined.
- Bob asked that any communication policy needs to be shared please sent to him before Thursday of each month.
- Carolyn Chappel asked that a mixer be scheduled for the end of January. Bob will talk to Draper and update Board.

19. Time and place of the next Board Meeting

The next meeting will take place on Tuesday, January 10, 2023. It will be held virtually via Zoom, and it is expected to last up to 1 hour and 30 minutes.

20. Adjournment

Meeting adjourned at 1:00 p.m.