**Rotary Club of Manassas**

**Board of Directors Meeting**

**Minutes**

**Manassas Baptist Church**

**November 17, 2021**

**1:00 – 2:00 pm**

**Attendance**

Officers:

President John Helzel

President-Elect Kenny Loveless

Secretary Ab Basu

Treasurer David Lamb

Director at Large Willis Jones

Committee Chairs:

RI Foundation: Ed Pratt

Program Director: Cheryl Dashiell

Vocational: Robyn Williams

**Summary of Meeting**

**Board members in attendance discussed that at least 7 of the 15 members were present and thus there was a quorum. The meeting proceeded.**

**(The Board met after the luncheon meeting to accommodate the President’s schedule. Some board members could not participate in the new time slot.)**

* **Treasurer’s Report**

President John Heltzel deferred his time for President’s Report to Treasurer David Lamb, who had to leave part way through the meeting. Treasurer Lamb reported that “so far, the Club is solid compared to this time last year.” He reported that the bank balance for the Club is at $45,500, which is up by $27,000 from the same time in 2020. He further reported that Accounts Receivable were high but also that the invoices for the 4th Quarter were just distributed during the same week. Overall, Treasurer Lamb stated that the accounts are solid and there were no concerns expected in the near future.

* Ed Pratt asked about when money would be moved from the Club account to the Manassas Rotary Foundation? David said that he would look at when that could be done. Ed reminded the Board that historically, $20,000 was transferred from the Club current account to the Manassas Rotary Foundation each fall.
* Don Taylor had given a check for $300 (to Willis?)
* Cheryl Dashiell asked about the proceeds from the golf tournament in mid-September, and President John Heltzel reported that the $10,000 in proceeds go directly to the Foundation.
* Chris Schlecte, Bill Crouch, Larry Smith and Molly Grove were to be deleted from the membership for Secretary to do within the DACDB system.
* Kenny Loveless mentioned that John Skaggs was in poor health
* President John Heltzel mentioned that he will write a note to late payers asking them to expedite their payments to the Club.
* Kenny Loveless mentioned that the 2022 Reverse Raffle will be held at the Candy Factory on February 5.
* Willis Jones mentioned that Mike Penders has an old bill from previous membership, but he also may want to reconnect with the Club.

President-elect Kenny Loveless moved to accept the Treasurers report, which was seconded by Vice President Cheryl Macias. No further discussion. All Ayes to Accept.

* **Secretary’s Report and Review of Previous Minutes**

The October 20 Board Meeting minutes were approved – Ed Pratt made the Motion to Accept, which was seconded by Kenny Loveless. No discussion and all ayes.

Secretary Ab Basu reported that Raymond Posluszni was removed from the Club membership per previous board meeting directive.

* **Committee Reports**

President John Heltzel mentioned that he had appointed Kenny Loveless to form the Nominations Committee for the slate next fiscal year.

**Nominations Committee Report**

Kenny stated that the Committee included himself, John Heltzel, Cheryl Macias, and Sally Lay.

He distributed the nominations report which included 7 officers, and an additional 8 committee and subcommittee chairs to comprise the new board in summer 2022. The report is attached.

Kenny further stated that upon President John Heltzel’s approval, the newly nominated slate of board members would be distributed to the membership by November 24 whereupon members could nominate any additional persons to the Board. The actual elections were to be held by December 29.

* Further details included that committee and subcommittee chairs would have votes on the Board
* The Director at Large would be on the board as non-voting
* 2021 Director at Large Wills Jones was asked to research the Club Constitution, Policy and Procedures Manual and Bylaws to integrate all of the documents into a Club Cloud based filing system.
* Willis also would reach out to past presidents regarding the history of the Director at Large position on the board
* Cheryl Macias asked what determines who on the Board gets a vote? John stated that the Board can have up to 16 voting members, and that not all slots had to be filled at the time of this meeting.
* Community Service would be a subcommittee under Service Projects Committee
* IT subcommittee would fall under the Club Administration Committee
* Kenny said that he would distribute the new slate of officers and other board members to the membership via Pmail.
* **New Business**

John Heltzel again stated his intentions to form a new IT Committee for the Club to support centralized digital filing, for cohesion between committees, a host with standard emails, to coordinate Zoom/fundraising and any technical coordination. He asked Kenny to lead the investigations.

There was no further item for discussion and the Board meeting was adjourned at 2:00 pm.