**Rotary Club of Manassas**

**Board of Directors Meeting**

**Minutes**

**Manassas Baptist Church**

**October 19, 2022**

**Attendance**

Officers:

President Kenny Loveless

President-Elect Cheryl Macias

Vice President & Treasurer David Lamb

Immediate Past President John Heltzel

Secretary Ab Basu

Board Members:

Robyn Williams

Willis Jones

Cindi Kacer

Bob Anderson

Bill White

Ed Pratt

Xiao Yin Byrom

Additional Members:

Bill Holliman

**Summary of Meeting**

**It was determined that a quorum was present, and the meeting was called to order at 10:30 a.m.**

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

Secretary Ab Basu presented the September 21 minutes, which other board members had also had time to edit. Cheryl Macias made the motion to accept the September minutes as amended and Willis Jones seconded. No further discussion and all ayes to accept the minutes as amended.

**Treasurer’s Report**

Treasurer David Lamb handed out the Balance Sheet dated October 19. Overall, he stated that the Club had cash amounting to over $51,000, and still had $4200 in accounts receivable. He further stated that, based on several requests, arrangements had been made to accept electronic payments using Paypal and Venmo.

David was asked about who made the special $10,000 contribution that he mentioned at the last board meeting, and he answered that Mike Penders did towards the literacy project. He also mentioned that he was currently involved with changing over the accounting system for the Club to DACDB’s system.

Kenny requested that the Treasurer provide the Board with an Aging Summary at the next meeting.

Kenny asked David if he had transferred funds yet to the foundation? David stated that he had not done so as he first wanted to ensure adequate Club funds. He further elaborated his concerns about needing to pay bills while also understanding that a few of the normal fundraisers were delayed in the year. Willis mentioned that the golf tournament as an annual fundraiser where the funds go directly to the foundation and do not get shared with the Club itself. Others, however, were different.

Ed Pratt made the motion to accept the Treasurer’s Report, and Cheryl Macias seconded. No further discussion, all ayes to accept.

**President’s Report**

President Kenny Loveless provided the following statements

1. Thanks to individual board members for their continued help.
2. Wanted to address the issue concerning whether or not members could opt out of paying for lunches. He said that the cost of each week includes not just the food cost but also overhead. He further pointed out that Bob Mackenzie had specifically asked to be considered exempt from the lunches due to his special diet and never eating the meals.

Bob Anderson mentioned the “Rule 85” which is Service Years in Rotary + One’s Age, if over 85, would exempt the member from attending all meetings. This rule in combination with the Club’s rule to charge for meals for all meetings could entail not having to pay for those meals. John Heltzel pointed out that this would set a new precedent and it may be helpful to have an accounting of overall weekly cost per member.

David Lamb asked if the Board might consider reviewing cost of dues and lunches, and combine the two in the statements?

Kenny stated that he would prefer not to do that at this point.

Willis pointed out that David’s suggestion may interfere with the Board’s allotting Leaves of Absence to certain members. He further pointed out that people allowed LOAs are shown charges for the lunches that were missed but also they do not have to pay.

Kenny restated that the Board needs to consider Bob Mackenzie’s request and thought that at least half forgiveness should be considered.

Bob Anderson, speaking as membership chair, suggested that a Satellite Club needs eight members to start, would be under the Rotary Club of Manassas’ purview, and has not lunch costs. He mentioned that this type of club could be considered for people who wanted exemptions from the lunch charge.

John Heltzel made a motion to entertain Bob Mackenzie’s request, and also conduct a study applicable for all members. Bill White seconded the motion.

During discussion for this motion, John mentioned that he would study what the meal price actually covers each week. He further stated that the Board needs a standard percentage of cost or deduction so that all people would be equally treated regardless of where the Club meets, or any fluctuations in costs. All members would benefit from knowing these amounts.

Bob Anderson asked how much for the actual food per week. John and David guesstimated that it amounts to approximately $10 per head per week for the catered meals. John further mentioned that the Club pays less in cost now as Xiao-Yin Byrom had taken over managing the lunches and provided much of the work herself.

Kenny amended his own motion to consider a an exemption or reduction for Bob Mackenzie, with a new motion to make such a reduction (based on John Heltzel’s study) retroactive to January 1, 2022 and continue for the calendar year. Ed Pratt seconded the motion. No further discussion. Motion as amended was voted for 10-1.

Kenny then made an addition request on behalf of Bill Burton, who had asked the Board for a Leave of Absence retroactive to September 1 and ending December 31. Robyn Williams seconded the motion. No further discussion and all ayes carried the motion.

**President-elect’s Report**

President-elect Cheryl Macias gave her report:

1. Scouting home issue concerning the Methodist Church wanting the Club to be the entity overseeing the local troop. Cheryl mentioned that she had been in discussions with the district as well as the Church and the BSA, and further that they were close to recommendations.
2. Ping Pong fundraiser – 23 balls had been sold at $100 each, and many were left. She wanted help from everyone to buy more balls/encourage members and friends to purchase.
3. Reverse Raffle fundraiser –Cheryl is arranging for a subcommittee to plan the event.
4. Cheryl asked all board members to consider where they too can help with other fundraising? She asked for everyone to consider a decathlon fundraiser with the fire, police and public works departments. She also asked if anyone could help her reach out to the UVA Health system and Micron for help/ideas?

John Heltzel said that he and the other “Amigos” would investigate further fundraising ideas to help Cheryl.

Bill White asked if there was something for the Club that was similar to the wildly successful Mustang fundraiser for Baileys Crossroads?

Kenny mentioned that it is not too soon for Cheryl Macias to put her new officers’ slate selections for next year.

**Vice President’s Report**

David Lamb, who is Treasurer and Vice President, stated that his goal is to get the financials transferred from QuickBooks to DADCB.

**Sargent At Arms Report**

Bill White mentioned that Kenny Loveless had deputized him to fine people if they did not wear their Rotary pin to the weekly meetings. This is a $2 fine and meant in good humor as well as a fundraiser. Kenny stated that he had asked Bill as Sargent At Arms to do so, and to not blame or scold him in response. He was merely doing his job.

**Committee Reports**

**Membership Committee Report**

Chair Bob Anderson mentioned that the Club had new members, and also that he had distributed the Satellite Club specifics to all members via email. He further mentioned that no one had asked him any follow up questions or for further information to initiate a satellite under the Club. Bob further mentioned that all members should consider the satellite when talking to potential new members. He said that it would require a minimum of eight participants to start the satellite, and they would pay Rotary dues but also have the ability to set their own club membership rates.

Ed Pratt mentioned that he handed out satellite club fliers at the recent Fall Jubilee event. Bob said that he did not get any inquiries as a result of that event.

**Public Image Committee Report**

Chair John Heltzel stated that DACDB training online was in progress. He also has some questions that he hoped would get answered during the training on-going training sessions.

John stated that a key issue that he was working on related to the question of venue for the Club in 2023. He said that the Manassas Baptist Church requires a new contract to be signed by end of December 2022, for the new calendar year.

Kenny appointed a subcommittee to investigate the venue question – John Heltzel, Cheryl Macias, Bill Burton. He asked that the subcommittee get back to him within a week to describe options and ask the membership for a vote.

Regarding the venue question, the following points were made:

* Bill Holliman suggested that cost differences should be part of the fact finding and recommendations
* Current fee with MBC for 2022 will be same for next year - $2500, which is a contract amount and not a contribution

Bill White mentioned that if the Board is interested, he would find out about events at Elite Shooting. Board members seemed amenable.

Xiao Yin mentioned that she was working on a horse-ride event for the club and a “fireside chat” at her house.

John asked David and Ab to look at the electronics line up so that one or both could attend to them for future lunch meetings where John would be absent.

John mentioned that the calendar of speakers for the Club, going through March 2023, was all in one sheet within the DACDB “Club Folders” section. He also urged Board members to peruse the folder for other information such as Policies and Procedures Manual and Bylaws.

Cindi Kacer mentioned that Manassas Public Schools liaison wants to speak to the Rotary Club, and she is checking with John to find a slot. She also mentioned that volunteers would be needed for the Veterans Day Parade on November 5.

Bill White reminded John and others that date slots were needed for inductions of new members and also for their classification talks.

Kenny asked the board and received consensus that he could let Bob Mackenzie know that he will only be charged for half the cost of lunch starting with the 4th Quarter of 2022.

Kenny mentioned that the Club will hold a lunch meeting on Wednesday, December 21.

**Youth Services Subcommittee**

Robyn Williams said that she would meet with Osbourn Park Interact Liaison later that week. They would discuss ideas to meld Club and Interact functions where possible.

She asked for Board members to get back to her if they had ideas for the Interact Club. Cheryl asked to ensure they provide the Club with any transportation needs.

Cindi Kacer stated that “TJ” needs 500 pairs of socks and that perhaps that could be a Interact activity? Robyn mentioned that she would mention this to the liaison when they meet.

Cindi Kacer discussed Parents Education Program for Manassas City Public Schools:

* 8 schools involved with 5-8 meetings per week
* They have many volunteers
* Meals are prepared/babysitting held that are paid for by the Rotary Club
* Robyn and others had taken pics for the Club’s social media pages
* Kenny asked them to make sure and copy Tiffanie Rand to ensure placement in Club social media

With no further business before the Board, Kenny Loveless adjourned the board meeting at 11:30 am.