**Rotary Club of Manassas**

**Board of Directors Meeting**

**Minutes**

**Manassas Baptist Church**

**September 21, 2022**

**Attendance**

Officers:

President Kenny Loveless

President-Elect Cheryl Macias

Vice President Bob Mackenzie

Immediate Past President John Heltzel

Secretary Ab Basu

Treasurer David Lamb

Board Members:

Willis Jones

Cindi Kacer

Bill White

Robyn Williams

Ed Pratt

Willis Jones

Xiao Yin Byrom

**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 (July 21, 2022)**

Secretary Ab Basu presented the July 21 minutes, which other board members had also edited. Willis Jones made the motion to accept the August minutes as amended and Cheryl Macias seconded. Minutes were accepted.

President Kenny Loveless stated that the August 18 meeting was not official as there were not enough members in attendance for a quorum. There are no minutes from the August meeting as a result.

**President-elect’s Report**

President-elect Cheryl Macias gave her report:

* Busy working with members to plan fundraising
* Jerry met with two organizations that are fully funded and so do not need what normally would be club’s target for the ping pong fundraiser
* Literacy project – Weems Elementary School has plans to initiate a program for literacy.
* 39th Annual Manassas Fall Jubilee, plans for the club to be involved to support and also for reaching out and trying to attract new members. Scheduled Saturday, October 1 from 7:30am -5pm.
* Xiao Yin Byrom will need assistance for the Reverse Raffle planning
* Scouting Troop 670 with Grace United Methodist Church would like a charter organization and is asking the club to be that entity. The church is pulling out from being a charter for administrative issues. Cheryl mentioned that they have also stated that insurance is not a concern. Cheryl also spoke with Mike Cundiff about the tax exempt status differences between Boy Scouts of America and Rotary Club – 501 (c) (3) v 501 (c) (4).
* Ed Pratt mentioned that he was waiting on decisions regarding Boy Scouts issues from District Governor Sheila Brennan.
* Kenny then stated that Cheryl Macias, Ed Pratt, Jeff Brown and Xiao Yin Byrom had done a lot of work on the Boy Scouts issue. He said that the decision now rests with Rotary International as to whether the club can serve as a charter organization for Troop 670.

**Treasurer’s Report**

Treasurer David Lamb handed out the Balance Sheet, Profit & Loss, and Budget/Actual spreadsheets. He stated that the Club is in good shape financially, with the best surplus compared to the past 3-4 years. He further mentioned that Accounts Receivables were continuing to come in and that the Club received some surprise contributions. During question session after the report, it was discussed that some newer members had asked about possible changes to the mandatory meals expense for membership. David stated that the Club would take a hit on meals and this particular line item would be in the negative if members were able to choose to not pay for meals if they did not attend meetings. Discussion turned to alternative ways to retain members and attract new ones that do not include flexible meal payments. Kenny mentioned that Bob Mackenzie doesn’t eat at the Club meetings but attends regularly. He still pays for the meals. Kenny wondered if there were some flexible options that the Club could afford for people like Bob?

Bill White suggested that the Board survey the membership and also reach out to other clubs in the District to learn alternative ways to maintain budgets but also see if meals could be a flexible option. John Helzel mentioned that it is not just an issue of food cost but there also are overhead costs such as what the Club pays to the Manassas Baptist Church for use of facilities, the equipment, etc. He further stated that each meeting has such added but perhaps hidden costs that should be taken into account when considering any new meals policy.

Kenny Loveless stated that he would talk to Bob Mackenzie to ask him to ask the Board in writing for the ability to not have to pay for meals for the year since he does not eat at any. Kenny further stated that this would be a precedent and other members who also had concerns could also write to the board with such a request for the year.

Xiao Yin Byrom made a motion to accept the Treasurer’s Report, which was Seconded by Ed Pratt. The Treasurer’s Report was accepted by the Board.

**Special Issue**

Cheryl Macias then mentioned that the Vice President, Bob Mackenzie, would be stepping down due to travel and other obligations. She further noted that David Lamb had accepted the request to shift over to the position of Vice President. She said also that the officers were now working to identify a suitable Treasurer to enable David to fully transition to the VP office duties.

**Committee Reports**

**Membership Committee Report**

Chair Bob Anderson was not present but did provide written statements. Kenny Loveless stated that Bob had mentioned working with Lisa Stewart to develop a plan to use electronic methods like Bill Pay to pay the Rotary Club dues. Bob also had sent out to the membership an explanation regarding Satellite Clubs and how existing or prospective members could join a satellite subsidiary to the Rotary Club of Manassas if meeting times and meal expenses, etc., were of concern.

**Public Image Committee Report**

Chair John Heltzel stated that Tiffanie Rand on his committee had been working hard and doing a great job to revamp and populate the Club’s website and social media pages. John also mentioned that he would like to hold a briefing for at least two other Club members on how to use the AV equipment that was recently purchased. He said that way when he could not attend a meeting, others would be trained and knowledgeable on equipment use. John also mentioned regarding program that while the quality of speakers put forth by members were definitely improving, that it is still quite difficult to prompt members to work on identifying and scheduling new speakers.

Kenny Loveless asked John whether or not to allow for a political speaker in a meeting just prior to the November elections. Kenny mentioned the concern for political balance. To this question, Willis Jones quoted the PPM where in cases of political candidates as speakers that those from the other party also be invited.

**Youth Services Subcommittee**

Robyn Williams reminded the Board that the last time it met Prince William County Schools had not yet started school fall term. She further stated that now that the schools had resumed after summer break, there is an Interact club and contact at Osbourn Park High School – Ms. Cisiewicz. Robyn mentioned that she had reached out to the contact to discuss standing activities for both the Rotary and Interact clubs to collaborate such as street cleaning and hot dog sales. She will also find out if the students had other ideas for collaborative activities.

**International Committee**

Xiao Yin Byrom discussed how she had been working to speak at other District club meetings to gain support for the wheelchair project. She recently spoke to the Bull Run Club and asked for $1500 contribution to the fund. She also mentioned $2000 in reserves for this project from our Club. She also mentioned possibly organizing a Club activity to attend the Shen Yuen Dance in the winter.

**President’s Report**

President Kenny Loveless waited until the end of the meeting for his report. He stated that:

1. The Club’s lease agreement with the Church would be up for renewal in December, and that a decision needs to be made regarding venue in 2023. He said that he appointed Chuck Rector to head a small committee to discuss options and then to make a recommendation to the Board.
2. The Golf Tournament would not be held during the fall due to a number of issues, and instead would be planned for the Spring of 2023.
3. He reminded everyone to make sure to attend the October Club Assembly, where he would encourage committee chairs to discuss their purviews and elicit ideas.

**Other Items**

John Heltzel suggested to Cheryl Macias that officers and board members talk to the membership regarding fundraising ideas, and to seek input and consensus.

With no further business before the Board, Kenny Loveless adjourned the board meeting at 11:40 am.