**Draft minutes: July 12 Board Meeting**

Attendees: Michael Arietti, Jan Auerbach, Barry Byer, Gene Durman, Lynn Heinrichs, Rick Neldon, Bob Rosenbaum, Dana Sippel, Carole Stone, Lois Wilson, Suzanne McDougall, Assistant Governor (guest)

1) Minutes of June Meeting were approved.

2) Treasurer’s Report. The treasurer provided a year-end summary of the budget. The club ran a surplus of about 8k for the year due in part due to reduced credit card service charges and a reduction in the caterer’s guarantee of luncheon meals from 45 to 40. Over the past several years, the club has accumulated about 30k. It was agreed the board should address what to do about the surplus beyond a smaller balance needed for smooth club operations

3) Status of District Grant for SPARC – The check from the district has not been received. Discussion suggested that the grant “was likely to be approved” but had not been as yet. Michael Arietti will follow up with the district.

4) Procedure for recording make-up attendance – The board discussed the recently discovered problem that some make-up meetings were not being officially recorded. It was decided that, although several mechanisms exist for the recording of make-up meetings, members should be encouraged to transmit requests for make-up meeting credit directly to the club Secretary. This should include passing to the secretary any make-up forms presented by members at regular club meetings. Jan Auerbach and Gene Durman will meet to resolve details of how attendance and meals credit should be handled, including the role of Lynn Heinrichs’ staff member. When details are worked out, a written record of the process will be developed and presented to the board and the club.

5) Report of Service Committee regarding grants – Barry Byer and Carol Stone reported on their initial deliberations of possible revisions of the process of reviewing and approving grant applications. Among the keys issues were (1) whether to have the club vote on grant recommendations held only once (in March after available revenues were known) instead of the current procedure of voting twice a year, and (2) if voting were to occur once, whether to approve funding for two projects, books for Timber Lane elementary school and the scholarship program, in advance for one year. The background for the second issue included the fact that the club had supported these efforts for a number of years and that funding was needed in the fall.

In discussion, a number of complications were noted, including that several additional projects may require fall funding. It was decided to defer further action until the club had been briefed on the issues and on the options being considered.

6) Membership – Dana will meet soon with McLean Chamber of Commerce to discuss a joint membership event. He has received notes from the recent district training conference on membership, and other ideas, and is developing recommendations on how to proceed.

7) Use of Rotary Foundation Points. The appropriate use of Club and member foundation points was revisited. Several issues were discussed

--A key issue was the prior decision to use points to make Kathleen Murphy a honorary Paul Harris fellow. It was noted that Ms Murphy’s status as an elected official created the risk of an appearance of political partiality on the club’s part that was inconsistent with our chartered emphasis of political neutrality. It was decided that the award (never officially announced) should not be presented.

-- Designation of either Club or member donations for Jubilee Hospital Global Grant project. It was determined that foundation points could not be used to provide cash for the hospital project. Michael Arietti will explore whether and how the club or club members might be able to help the project in other ways.

--Use of points to aid new members to become Paul Harris Fellows. It was reiterated that points can be used to offset part of the cost of becoming a PHF. Discussion revealed that board members were unclear whether this practice was uniformly implemented and known to club members. It was suggested that a presentation on this topic be made to the board and club at some point.

8) Attendance at District Installation Banquet – July 16. Michael Arietti and Lynn Heinrichs will attend