# RCM Board Meeting

Date | time 11/10/2020 8:00 AM| Location ZOOM

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| |  |  | | --- | --- | | Meeting called by | Courtney Nuzzo | | Type of meeting | Board of Directors | |  |  | | Note taker | Anton Dmitrov | |  |  | | **Attendees** Michael Arietti, Anton Dmitrov, Jason Gheissari, Deborah Jackson, Bob Jansen, Carol King, John McEvilly, Eva Sereghy, Courtney Nuzzo, Richard Golden, Todd Dempsey  Apologies: Paul Kohlenberger, Barry Byer |

## Agenda Items

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| Topic | Presenter | Time allotted |

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|  | **Minutes October Board Meetings**  Meeting minutes from October accepted. | Eva & Anton | 5 minutes |
|  | **Treasurer /Task Force Update Financial review**  Todd elaborated on the RCM Financial Review report shared with the Board prior to the meeting. Due to some of the prior practices it was impossible to complete the financial review in its entirety. Therefore, Todd recommended a number of enhancements. The main one of them is to perform a financial review on monthly or quarterly basis by the Board with a range of specific controls/validations, including financial reconciliation at the transaction level, verify that the expenses are within the budget, and checks are not written to the signing person.  Jason and Michael highlighted the importance of the financial report to look sufficient and clear to understand.  Bob suggested that the Task Force transition from the old way of doing RCM finances to the new way (via DACDB, etc.) and that it should be dissolved because the transition is over.  Bob suggested that the Treasurer present to the Board a monthly financial report– a simple budget vs. actual spreadsheet.  Courtney recommended having a monthly balance sheet and an expense sheet.  Carol recommended having an annual audit and a monthly review of the reports that may be produced by DACDB.  NOTE: The club’s bi-laws require a financial review and do not require and audit. | Jason, Richard, Bob & Michael | 5 minutes |
|  | **Chocolate Festival**  The Committee is progressing with no specific news to report.  **Rotary Foundation Report**  No update. | Bob Jansen  John McEvilly | 5 minutes  5 minutes |
|  | **Flags For Heroes**  Bob said that there is little participation from the club, which makes the project very challenging. He hopes for increased support in the future from both the McLean and Tysons Rotary Clubs. This is essential if the FFH program is to grow.  AWS sponsored the event ($5,000).  **Membership**  Bob made reference to the outreach to Club members who are not participating in our electronic meetings, especially some of our older members; a recommendation for an honorary membership; and his meeting with Interact Club members.  **Draw Down Fundraiser**  Anton described the fundraising opportunity in a form of a drawdown. The Board would like to look into this further but need to confirm if there is a need for a gambling license. Anton needs to put the description in writing and share with the Board for further evaluation. | Bob Jansen  Courtney Nuzzo  Anton Dmitrov | 5 minutes  5 minutes  10 minutes |
|  | **New Business**  Michael and Eva gave a brief update on the status of the service project grant applications. We have received 10 applications for this Fall Grants Cycle. Application summaries will be sent to the membership by November 17, when electronic voting will commence. Voting results will be considered at our December Club Board meeting and then forwarded to the McLean Rotary Foundation Board for final award and disbursement of grants.  John reminded the Board that the slate of Club officers for the Rotary Year 2021-22 will need to be nominated and presented to the membership three weeks in a row, on December 1, December 8, and December 15, with voting on the slate to occur on the 15th.  Michael will send information to the membership about Paul Harris Society/Fellows donation opportunities.  Deborah Jackson noted that Roya Mattis’ application for Club membership is on hold until December.  Bob raised a concern about one of our older members, Bob Hahne.  He was having some cognitive struggles even before the pandemic.  Bob recommended someone in the club reach out to one of his sons to find out how he was doing and let him know we were thinking of Bob and sending our very best wishes.  Bob recommended the Board and Club consider making Scott Krall an honorary member.  Scott is with the Scouts and he has partnered with us in the Flags for Heroes event from the very beginning (Spring 2018).  The response of help on these events from our club has been very weak and we wouldn't have been able to pull these events off without Scott and the Scouts' help.  Scott's official title with the Scouts is Unit Commissioner, Chain Bridge District.  Bob has spoken several times with the McLean High School Interact Club.  They are active on Zoom and anxious to provide volunteer community service.  If any of our Board or Membership knows of volunteer opportunities please let Bob know and he will communicate those opportunities to the students. | Board |  |