



# Rotary Club of Olympia Committees

## Standing Committees

### **Committee: OFFICERS**

Description: These committees and/or activities fall under the direction of the club and foundation officers.

It includes the Rotary Club of Olympia Foundation. Click on SubCommittees to see detail.

Chair: Christen Peters

### **Subcommittee: Club Administration**

Description: This committee consists of the 3 admin positions within the club organization: Secretary, Sergeant at Arms, and Club Coordinator. These positions represent the inner workings, or "backroom" functions that keep the club operating effectively, which in turn allow other committees and club officers to fulfill their responsibilities.

Chair: Neil DeBoer

### **Subcommittee: Sergeant at Arms**

Description: Helps set up weekly meetings and assists the club coordinator in running the meeting's admin.

Chair: Dennis Cooper, Jeff Crandell

### **Subcommittee: Secretary**

Description: Assists club officers in club management, takes minutes at board meetings, and maintains the club event calendar.

Chair: Cynthia (Cyndi) Zechmann

### **Subcommittee: Club Coordinator**

Description: Handles all back-office tasks of running the club.

Chair: Neil DeBoer

# Rotary Club of Olympia Committees



## **Subcommittee: Financial Management**

Description: This group of positions is responsible for managing financial aspects of the club and foundation.

Chair: Dale Hedden

## **Subcommittee: Treasurer**

Description: Responsible for maintaining and reporting finances of the club.

Chair: Dale Hedden

## **Subcommittee: Assistant Treasurer**

Description: Provides accounting expertise for the foundation.

Chair: Patty Pich

## **Subcommittee: Olympia Rotary Foundation**

Description: Makes decisions of investment policy and selects investment entities for our foundation funds.

Chair: Larry Poplack

## **Subcommittee: Bookkeeper**

Description: Provides day to day bookkeeping services and reports to the treasurer at month end. Usually this position is served by the club coordinator.

Chair: Neil DeBoer



## Rotary Club of Olympia Committees

### **Committee: CLUB ADMINISTRATIVE SERVICES**

Description: This group of committees and Special Assignments or Liaisons deal with operating the club on a day-to-day basis as well as planning for future club operations.

It includes the committees of Cashiers, Invocations, Attendance, IT/Website, History/Archives, Club Bulletin/Wheel.

CLICK ON THE SUB-COMMITTEE TAB TO SEE INFORMATION ON THE INDIVIDUAL COMMITTEES

Chair: Loren Steffen

#### **Subcommittee: Cashiers**

Description: The cashiers are responsible for the management of money exchange for lunch, happy bucks, early leavers, and the raffle. They also take in funds for dues, birthdays and other member payments. Cash, check & credit cards are handled.

Chair: Christina Daniels

#### **Subcommittee: \*\*Invocations**

Description: This committee consists of members who, on a rotating basis, does the invocation at each of our Monday lunch meetings. The committee chair makes the assignments. The Invocation Committee met and came up with guidelines. It can be a prayer, inspirational message or quote; with one minute or less in duration. The membership roster is divided into four sections with each member of the committee taking a three month responsibility for the Invocation by selecting from their assigned one quarter of the Club membership. The Chairman of the Invocation Committee should be responsible for administering this policy.

Chair: Reid Bates

#### **Subcommittee: \*\*IT/Website/Wheel Publishing**

Description: This activity involves managing the club's website, posting on Clubrunner and sending out photo albums to the membership as well as the Wheel. Also is instrumental in determining some IT needs for the club.

Chair: Nate Naismith

# Rotary Club of Olympia Committees



## **Subcommittee: \*\*Wheel (Newsletter) Reporters**

Description: This subcommittee is a portion of the full entity of Wheel reporting, publishing and website management. This committee consists of members who act as "reporters" during our weekly lunch meetings. They will record the events of the meeting including a summary of the speaker's presentation. Their report is then forwarded (by e-mail) to the committee member responsible for publishing the newsletter, called the "Wheel". Each committee member will be assigned to report about once every 6-8 weeks.

Chair: Bob Heck

## **Subcommittee: Greeters (New red badge members)**

Description: New members will be assigned temporarily to greet members coming to the weekly luncheon and scan their attendance badge. Assignments are made by the club coordinator.

Chair: Neil DeBoer

## **Subcommittee: \*\*Happy Bucks**

Description: Handles the "Happy Bucks" portion of our weekly luncheons.

Chair: Robert Coit

## **Subcommittee: Archives**

Description: Collects and maintains historical information pertaining to the club.

Chair: Rusty Chalmers

## **Subcommittee: \*\*Greeters (blue badge / Board members)**

Description: Stand at front with the red badge greeter. Greets members and others. Welcomes and directs guests and speakers.

Chair: Neil DeBoer



## Rotary Club of Olympia Committees

### **Committee: COMMUNITY DEVELOPMENT SERVICE**

Description: This group of committees is designed to address services that will enrich our local community with grants and other local projects.

It includes the committees of Community Development Grants (Fred Balz), Literacy, Cool Jazz/Clean Water-Wine Tasting, Rotary Point Park among others..

CLICK ON THE SUB-COMMITTEE TAB TO SEE INFORMATION ON THE INDIVIDUAL COMMITTEES

Chair: Brian Martin

### **Subcommittee: Community and District Grants**

Description: The District Community Grants Committee works on one community project each Rotary year with a budget of \$7,000, the cost of which is split 50/50 between our Club and the District.

The project must:

- a. Provide a benefit to more than one person and be for a humanitarian purpose.
- b. Be publicly identified as a Rotary Project
- c. Be of a short-term nature with the expectation that the project will be completed by May 1st of each year. The final to the district report must include detailed invoices applicable to the \$3500 matching grant from the District.
- d. Have two Rotarians from our Club responsible to oversee and complete the project and final report.

The Fred Balz Community Grants Program honors the memory of Fred Balz, MD, a local physician and 50-year Rotarian, by seeking out and funding worthwhile projects of non-profit organizations.

Chair: Mark Elliott, Loren Steffen, Paul Knox



## Rotary Club of Olympia Committees

### **Subcommittee: Literacy**

Description: Serves the community and world through 10-35 projects clustered around books and computer-assisted literacy supplies. Members collect donated books (children's, hardbound and paperback) and distribute to 17 local giving-book sites. Rotarian Committee member involvement can be highly customized to fit interests and time availability. Homeless children's backpack program, Book Fair, Rotarians Reading program at a local elementary school, Dictionary Day for homework clubs, tribal community library service and more projects are available to interested Rotarians.

Chair: Diane Gallegos

### **Subcommittee: Community Campaign**

Description: A committee for the purpose of endowing our club's community grants. The initial endowment goal is \$500,000 by the end of 2015. This goal will be accomplished through a number of activities:

- Become a "Fred Balz Fellow."
- Donation through estate planning
- Matching grants
- Major gifts (defined as \$5,000 or more not used for matching gifts)
- Annual Fundraiser TBD by the end of 2013 (all proceeds go to the endowment)
- Birthday gifts, happy bucks, early leavers, raffle (Mr. Snappy), and auction items (Scuderi eggs, tickets, etc.)

Each fundraising activity will have an infinite life and will sustain the endowment.

Chair: Colleen Gillespie, Laurence Poplack



## Rotary Club of Olympia Committees

### **Subcommittee: Cool Jazz-Clean Water-Wine Tasting**

Description: Committee Members meet once monthly from April thru September and then more often as needed as the event draws nearer. (Held in November) Representatives from all Thurston County Rotary Clubs work together to create the fundraiser that has now raised over \$800,000 for Clean Water and Sanitation Projects, provided over 500 new and used instruments to School Districts throughout the county, and gives annually to a training seminar for non-profits involved in Youth Activities.

Club Reps have responsibility to get information to, and answer questions from, their respective members. This is a rewarding, hard-working committee and I urge committee members to actively recruit from their clubs!

Chair: Lori Woodland, Corrina Phillips

### **Subcommittee: \*\*Rotary Point Park**

Description: A committee made up of about 6 others from other clubs around the south sound area that keeps tabs on the park. We organize clean up days with the clubs/city/and volunteer groups and we fundraise for the park.

Chair: Matthew DeBord

### **Subcommittee: \*\*Salvation Army**

Description: Provides for member volunteers to do bell ringing at holiday time and directs proceeds to the Salvation Army.

Chair: Trent Hart

### **Subcommittee: \*\*Scout Troop**

Description: Maintains connection with Boy Scout Troop 2 and Cub Scout Troop for the purpose of ongoing support from the club.

Chair: Joe Scuderi

### **Subcommittee: Community Connections (NEEDS CLARIFICATION)**

Description: The description on this committee is still PENDING. Please contact the committee chairs (Gina Carlson, Paul Knox) for details at this time.

Chair: Gina Carlson, Paul Knox

## Rotary Club of Olympia Committees



### **Subcommittee: Lakefair Run & Marathon Fund Raiser**

Description: Started in 2016.

Chair: Bill Lahmann, Martin Meyer

### **Committee: FELLOWSHIP/PUBLIC RELATIONS**

Description: This set of committees will address aspects of the media and public relations as well as facilitating fellowship among our members.

This group has the committees of Media and Public Relations, Weekly Programs, Dine Around activity and a host of others

CLICK ON THE SUB-COMMITTEE TAB TO SEE INFORMATION ON THE INDIVIDUAL COMMITTEES

Chair: Terry Anderson

### **Subcommittee: Public Image (NEEDS CLARIFICATION)**

Description: Works to facilitate an image of the club and its activities through media communications, Facebook and our own website.

Chair: Jim Cooper

### **Subcommittee: Weekly Programs**

Description: The Olympia Rotary Program Committee's mission is to supply informative, timely programs that are relevant to the members and our community.

Chair: Gerry Alexander

### **Subcommittee: Birthdays**

Description: Facilitate a celebration each month for all members whose birthdays fall therein. Manage the distribution of monthly birthday letters to each member.

Chair: Felix D'Allessandro, Sam Bovard





## Rotary Club of Olympia Committees

### **Subcommittee: Story Committee**

Description: Provides brief but humorous stories during the weekly lunch meeting.

Chair: Caroline Manger

### **Subcommittee: \*\*Club Music Leader**

Description: These committee members will lead our group at luncheons and other activities in song wherever necessary.

Chair: Gloria Strait, Nancy Zussy Allen

### **Subcommittee: \*\*Raffle Tickets**

Description: Sells raffle tickets to members at weekly luncheon meeting. Winning ticket holder gets to spin the "Mr. Snappy" wheel and claim their prize.

Chair: Gretchen Sturtevant

### **Subcommittee: \*\*Pub Night**

Description: A gathering of members at various venues for fun and fellowship.

Chair: Sean Padget

### **Subcommittee: \*\*Dine Around**

Description: Organizes members and partners/spouses into small groups sharing dinner and fellowship at each member's home or venue of choice.

Chair: Jack Belmont

### **Subcommittee: \*\*Visiting Rotarians announcements**

Description: Announces at lunch meetings Rotarians from other clubs paying us a visit.

Chair: Gretchen Sturtevant

### **Subcommittee: Sport Shooting & Gun Safety (NEEDS CLARIFICATION)**

Description: Target shooting events, informal & intermittent

Chair: Neil DeBoer



## Rotary Club of Olympia Committees

### **Committee: INTERNATIONAL DEVELOPMENT SERVICES**

Description: This group of committees acts on the international stage, dealing with activities as exchanges and work projects.

It includes World Community Service Grants-Global Grants, Friendship Exchange, VTT, Youth Exchange, Polio Plus and others.

CLICK ON THE SUB-COMMITTEE TAB TO SEE INFORMATION ON THE INDIVIDUAL COMMITTEES

Chair: Greg Bucove

### **Subcommittee: World Community Service/Global Grants (NEEDS CLARIFICATION)**

Description: The World Community Service Committee seeks International Rotary clubs to partner with in designing and implementing global grant projects in the host club's country. In the past we have done a container project in South Africa sending needed supplies and equipment for schools, hospitals, orphanages, "old folks homes," etc. Another project there involved equipping an "ablutions block" (we'd say bathrooms) at a live-in farm for special needs young adults. At present we are in the middle of a project to deliver four wheelchair-accessible vans to four counties in Hidalgo, Mexico. Global grants require at least one international club (like R C of Olympia) and one club in the receiving nation. Our club's funds are matched at 100% by our Rotary district, with a further match from Rotary International, thus leveraging our club's funds to allow us to do bigger and better projects worldwide.

Chair: Warren Carlson, Greg Bucove

### **Subcommittee: Friendship Exchange (NEEDS CLARIFICATION)**

Description: This committee endeavors to promote exchanges between our club and others in different parts of the world.

Chair: Gloria Strait

### **Subcommittee: VTT (NEEDS CLARIFICATION)**

Description: Helps select people to send to another district in a foreign land.

Chair: John Hough, Laurence Poplack



## Rotary Club of Olympia Committees

### **Subcommittee: Youth Exchange**

Description: Manages the introduction, housing and activities of foreign exchange students during the time they are living here with host families.

Chair: Maureen Considine

### **Subcommittee: \*\*Thurston County Water Committee (WASRAG)**

Description: Works with other clubs in the Thurston County area for implementing water projects in foreign countries.

Chair: Greg Bucove

### **Subcommittee: Polio Plus**

Description: Rotary International has set eradication of polio as a top priority project. This committee serves to promote the project within the Club, especially fund raising, and to interact with District 5020 and Rotary International on project matters.

Chair: Fred Adair

### **Subcommittee: RI Foundation Grants, Contributions & Awards**

Description:

Chair: Judy Henderson

### **Committee: MEMBERSHIP SERVICES**

Description: This group of committees deal with the administrative services needed to address member concerns and general admin activities to keep the club running smoothly

It includes the committees of Leadership Development, Awards (including Carl Reder), Rotary Cares, Membership & Classification, and Membership Engagement & Participation.

CLICK ON THE SUB-COMMITTEE TAB TO SEE INFORMATION ON THE INDIVIDUAL COMMITTEES.

Chair: Sam Bovard



## Rotary Club of Olympia Committees

### **Subcommittee: Leadership Development**

Description: This committee will endeavor to promote leadership skills in Interact and Rotaract as well as within our own membership.

Chair: Caroline Manger, Susan Kent

### **Subcommittee: Club Awards and Recognition**

Description: An award to one of our members for service above self either for a particular project or for a lifetime of service to our community. Committee Members are Past Award Recipients.. One of our most key awards is the Carl Reder "Service Above Self" award.

Chair: Judith Blinn

### **Subcommittee: Rotary Cares**

Description: The Rotary Cares Committee is the conduit for information about club members whose health and life circumstances warrant an expression of caring and concern from fellow Rotarians. Assignments may come from the President or the Membership Services Director, and suggestions may come from any club member. Communication may be in the form of a note, email, phone call, or visit depending on the circumstances.

In collaboration with the Membership Services Director, the Rotary Cares Committee Chair and committee members review quarterly attendance records and contact those whose attendance warrants a concerned inquiry and/or expression of fellowship. The Membership Services Director keeps the Board of Directors informed as needed.

The Chair may recommend, in accordance with the club's bylaws, that honorary membership be granted by the Board for an ailing member.

Chair: Nancy Riordan

### **Subcommittee: Membership/Classification**

Description: Classification and Membership Committee looks into qualifications of proposed candidates for membership, assigns appropriate classification, and works with the sponsor and candidate to be inducted into the club. Retention of members is also an important function of the committee which includes a sub-committee of members who reach out to other members periodically. The members of the Membership Committee meets once annually and does electronic vetting and voting about 25 times annually.

Chair: Cecelia Loveless



## Rotary Club of Olympia Committees

### **Subcommittee: District/International Awards (NEEDS CLARIFICATION)**

Description: This committee is responsible for the management of awards presented to members from the district and Rotary International. One of the primary awards under its management are the Paul Harris Fellows. It replaces the one-person committee formerly known as the Rotary Foundation committee that handled the Paul Harris Fellow awards. Funds collected for RI Sustaining Membership as well as Polio Plus, which receives PHF points for the donor, will be submitted to RI via this committee.

Chair: Judy Henderson

### **Subcommittee: \*\*Rotary Information**

Description: Arranges for or conducts orientation sessions for new members being inducted into the club. The sessions are to be presided over by a club past president who are all by default members of this committee.

Chair: Kim Dinsmore

### **Subcommittee: Engagement and Participation**

Description: Maintains a level of involvement of the membership by insuring their participation in club events and activities.

Chair: Dan Lehuta

### **Subcommittee: First Year Committee**

Description: Works with red badge members for the purpose of getting them involved in Rotary and club activities.

Chair: Renetta Wilson, Corrina Phillips

### **Subcommittee: \*\*Club Roster**

Description: Maintains roster of all active members in Clubrunner system.

Chair: Neil DeBoer



## Rotary Club of Olympia Committees

### **Committee: SCHOLARSHIPS/YOUTH LEADERSHIP**

Description: These are committees that will address club activities that center around working with helping young people attending high school and/or college.

It consists of these committees: High School Scholarships (Leland Brown and other Olympia Foundation Scholarships), various Interact, Rotaract and ambassadorial Club Sponsorship's, Spaghetti Bowl and Youth Summit

CLICK ON THE SUB-COMMITTEE TAB TO SEE INFORMATION ON THE INDIVIDUAL COMMITTEES

Chair: Sarah Clinton

### **Subcommittee: High School Scholarships**

Description: High School Scholarships/Leland Brown - Works with Olympia High School to award the annual scholarships to OHS Seniors in the following categories: Lee Brown, Chick Rocky Athletic, David Stevens, Les Armstrong, Ed Rogel, Doug McCleary, Betty Ann Balz Nursing, Balz/Firestone/Beal Engineering.

Chair: Mark Boyer

### **Subcommittee: RYLA-Interact-Rotaract Club Sponsorship**

Description: Helps both Interact and Rotaract clubs work in harmony with our club that sponsors them.

Chair: Sarah Clinton

### **Subcommittee: Scholarship Fundraising (former Spaghetti Bowl)**

Description: Organizes the annual spaghetti dinner held at Olympia High School prior to the big football game between OHS and Capital High. Other Scholarship fundraisers.

Chair: Bradley Hooper

### **Subcommittee: \*\*Youth Summit (funded by Cool Jazz)**

Description: The activities of this group has been members of the local Boys & Girls club assisting our own club members at the annual Jazz Festival.

Chair:

## Rotary Club of Olympia Committees



### **Subcommittee: \*\*Ambassadorial Scholarships**

Description: A complete description of this committee is still pending.  
Contact the committee chair (Gerald Pumphrey) for more details.

Chair: Gerald Pumphrey

### **Subcommittee: \*\*Golden Bear Award**

Description:

Chair: Anthony Brock