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| **Date/Time Location** | August 20, 2019Whitman Building10 Water StreetLebanon, NH 03766 | **Leader**Marion Steiner  | **Recorder**Marilyn Bedell |  |
| **Attendees:** |  Marion Steiner, Bill Babineau, Angela Nelson, Michelle Buck, Steve Christy, Paul Tierney, , Marilyn Bedell, Ron Bedell, Steve Whitman, Bruce Bergeron, Hank Clarke, Tim Gauraldi, Suellen Griffin, Bruce Bergeron, Ernst Ontmann | **Excused/Absent:** Melissa Mooney, Melissa Golightly, Paul Boucher, Dean Cashman |  |
| **Topic** | **Presenter** | **Key Points/Follow Up** | **Actions Steps** |
| **Consent Agenda*** **Minutes from July 16, 2019**
* **Treasurer’s Report**
 | **Marion Steiner** | * Marion asked if any discussion was needed about the consent agenda. No questions raised.
* Suellen Griffin moved and John Yacavone moved that the consent agenda be accepted without discussion. Motion approved with no objections or abstentions.
 | * None
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| **Committee Reports*** **Community Service**
* **Youth Services**
* **Foundation**
 |  | * No reports reviewed at this meeting
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| **Brew Fest Updates** | **Marion Steiner -Bruce Bergeron** | The majority of our meeting was spent reviewing last minute details for Brew Fest which will be held Saturday, August 24, 2019 in Colburn Park. The following is a sampling of items announced and/or reviewed. * Bruce Bergeron announced there will be 26 Brewers showcasing 75 beers. 10 of the breweries will provide their own pourers. We may need a few more members to sign up to pour.
* Suellen Griffin let us know that it isn’t too late to have a few more people sign up to pour. We can ask our meeting on Thursday if anyone is able to be added to the list. Then the names can be reported to the State of NH by Thursday afternoon.
* Bruce Bergeron was pleased to announce that we will have some brews from the Alchemist Brewery in Stowe, and from Boston’s Finest. Participants will limited to only one serve per person for these brews.
* Marion announced that a Lebanon Police officer will be on duty.
* Steve Christy will help get beer to Colburn Park and has coolers
* We will need water bottles (10 cases) Tim Guaraldi will get the water bottles; and we will have access to a city water tap.
* We discussed the number of pop-up tent needed. We will need at least 5. Tim Gauraldi and Marion Steiner can supply these tents.
* Bill Babineau announced that $6,800 has been deposited so far.
* Banner for tent, and event sponsors, Steve Whitman has what is needed and will get them hung on Saturday morning.
* A city and fire department Inspection of the site will happen at 2 PM on Friday afternoon. Paul Tierney will be present for the inspection.
* John Yacavone announced that Radio Ads started yesterday
* Suellen Griffin announced that we have sold 20 Eventbrite tickets via our web page.
* Bruce Bergeron and Angela Nelson will bring some yard games.
* There will be no antique or vintage cars at the event this year
* Bruce Bergeron will supply the square to take credit cards payments.
* Marion Steiner will bring cash boxes and startup money for change.
* Our Club members need to report 10 minutes prior to start time they signed up to help..
* The organizing Team plans to be there by 9:30 AM
* There will be drawings for two $50 gift cards from the Co-Op. This will be a way to capture e-mail addresses. We discussed the need for signage for this drawing. Hank Clarke and Steve Whitman will work together to get a sign made at Staples.
* Steve Whitman reviewed other banner purchases and the Brew Fest booklet.
* John Yacavone and Bruce Pacht will be manning the tent at the Farmer’s Market on Thursday. Bruce Bergeron will provide an updated list of brewers and beers that will be featured that can be displayed at the tent.
* All members will be asked to repost information about Brew Fest on their social media accounts. Bruce Bergeron will send an e-mail to all member with the names of brewers and beers
 | Suellen will gather additional names for pourers at our meeting on Thursday and report them in to the State of New Hampshire.Steve Christy will pick up beers at Jakes on Saturday and bring them to Colburn Park. Tim Gauraldi to get 10 water bottles cases Tim Gauraldi and Marion Steiner to bring pop-up tents.Steve Whitman will work with Paul Tierney to get banners hung on Saturday morning.Paul Tierney will be present for the park inspection on Friday.Bruce Bergeron and Angela Nelson to bring yard games.Bruce Bergeron will supply square for making credit card payments.Marion Steiner will bring cash box and start-up cash.Marion Steiner will remind members that they are to arrive 10 minutes prior to the start of their shifts.Steve Whitman and Hank Clark will have poster made to announce drawing for gift cards.Bruce Bergeron will get an updated list of brewers and brews for the tent at the Farmer’s Market on Thursday.Marion Steiner will ask all members to repost info about Brew Fest on their social media sites. |
| **New Club Web Site** | **Paul Tierney** | * Paul Tierney provided an update on the work he has done to construct a new web site for the club. This site will provide features not available via ClubRunner.
* Paul described functions such as providing a place for individuals to make donations that could be available via this web page..
* We discussed need for web master and the costs that might be associated with this.
* We discussed other costs that might be associated with this page such as making it a secured web site, and other monthly or yearly fees.
* The board will need a proposal to determine what we can support and afford.
* Paul Tierney will continue to work on this with the help of Hank Clarke, Marion Steiner, Melissa Mooney, and Jane Mason will be asked if she can be a part of this group.
* Goal would be to have some additional information to review at our next board meeting.
 | Hank Clarke will get some potential web master cost information from a person who does this work.Paul Tierney to organize a meeting with Melissa Mooney, Marion Steiner, Hank Clarke and Jane Mason (if she is willing to help) to develop a proposal that can be reviewed by the board of directors. If possible, additional information will be shared at the September Board meeting. |
| **Poker Room** | **Steve Christy** | * Steve Christy needs a list of our board of directors for the State of New Hampshire. Marilyn Bedell will construct this list from our ClubRunner data base.
 | Marilyn Bedell to provide the list of board member in alphabetical order and then e-mail it to Steve Christy. |
| **5th Friday Meeting August 30, 2019** | **Marion Steiner**  **Melissa Mooney** | * The meeting on August 29 will be a service meeting at Salt Hill evening meeting
* The next 5th Thursday will be October 31st…Halloween. We will hold a lunch meeting at Harvest Hill. Program may be a combination of Club committee meetings +/- classification talks. Marion will talk to Harvest Hill to make sure they know we will be there for lunch.
* No meeting December 26, 2019
 | Marion and Melissa to arrange meeting at Salt Hill.Marion and Melissa will organize the program for a lunch meeting, and will organize the meal with Harvest Hill. |
| **Club Bylaws and Club Constitution** | **Marilyn Bedell****Ron Bedell** | * The Rotary International Council on Legislation has revised the standard Club Constitution and standard club Bylaws. Marilyn Bedell stated that Bruce Pacht, Ron Bedell and Marilyn Bedell had discussion about how this might require us to update our club documents. Bruce, Ron and Marilyn are willing to do this work. The board agreed that they should proceed with this work.
 | Bruce Pacht, Ron Bedell and Marilyn Bedell to work on updating our Club’s Constitution and Bylaws based on Rotary International Council on Legislation changes. |
| **President Picnic** | **Marion Steiner** | * Marion Steiner announced that the President’s picnic will be help on Sunday, September 22, 2019 at 12 noon to dusk at Tim Gauraldi’s home in Newport.
 | Marilyn will add this to the ClubRunner web site, and put in the newsletter.Marion Steiner and Melissa Mooney will announce at club meetings. |
| **New Members** | **Marion Steiner and Marilyn Bedell** | * We believe we have two new members to induct, Peggy O’Neal and Shelby Day. If they are able to be present at our meeting on September 5th meeting.
 | Marilyn Bedell will prepare induction materials and get their demographic information into the system. Marion Steiner will work with Suellen Griffin for O’Neil and Paul Tierney for Day to see if they are available to be inducted at our lunch meeting on 5 September. |
| **Meeting Adjourned**  |  | * Hank Clark moved and Ron Bedell seconded that the meeting be adjourned at 6:37 PM. Motioned passed.
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| **Next Board Meeting****Note Date Change for October Meeting** |  | * **Next meeting will be September 17, 2019 at 5:30 at the Whitman Building, 10 Water Street**
* **October meeting has been changed to October 22, 2019 at 5:30 PM at the Whitman Building, 10 Water Street.**
 | * **All board members note dates, especially date change for October.**
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