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| **Date/Time Location** | Tuesday, July 21, 2020 - 5:33 PM via Zoom | **Leader****President Paul Tierney** | **Recorder****Marilyn Bedell** |  |
| **Attendees:** | Marilyn Bedell, Steve Whitman, Ron Bedell, Marion Steiner, Paul Tierney, Melissa Mooney, Rich Wallace, Angela Nelson, Hank Clarke, Bruce Pacht, Rich Wallace  | **Excused/Absent:** Bruce Bergeron, Ed Friedman (He did not get the meeting link), Don MacMeekin |  |
| **Topic** | **Presenter** | **Key Points/Follow Up** | **Actions Steps** |
| **Approval of Consent Agenda** | **Paul Tierney** | * Meeting called to order at 5:33 PM
* Angela Nelson moved and Marion Steiner seconded a motion to approve the consent agenda (Secretary’s Report, Treasurer’s/Financial Report)
* Motion passed with one abstention as Bruce Pacht did not attend the meeting.
 | * No action required.
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| **Organization of Club & Governance Documents Updates and Development** | **Bruce Pacht** | * Bruce began his presentation by stating, “Many Rotarians have put in countless hours to maintain the functioning of our club. This presentation honors the work that has gone before as it attempts to simplify, codify, and make more efficient our club’s administration.”
* History:
	+ In August 2019, Ron Bedell, Marilyn Bedell and Bruce Pacht set out to revise Lebanon Rotary’s bylaws.
		- We learned that the club board was continuing to revise practices that affected the writing of the bylaws.
		- We observed ambiguous lines of authority among the club’s three entities, Club, Charities and Mollica Fund.
		- We learned that no bylaws for Charities existed.
		- We learned that the Mollica Committee had promulgated its own “guidelines.”
		- We heard of frustration among board members at a feeling of not getting things done.
		- Bruce went on to talk about the three primary entities of the Club: The Rotary Club, a 501(c)4; Lebanon Rotary Charities, a 501(c)3, and the Doris Mollica Endowment. Bruce then defined each entity.
		- The existing conditions made it difficult to proceed toward a coherent document or documents that would clarify the role of each entity, explain the interaction of those entities, and make more transparent and efficient each entity’s operations.
	+ Our club comprises three entities, the 501(c)4 organization, the Club; the 501(c)3; Charities and our endowment, The Mollica Fund. Our governing documents need to reflect these three groups. Bruce presented definitions for each entity, and reviewed Doris Mollica’s will and how Mollica intended her gift to be used. From the will,“. . . one-third (1/3) thereof I give, devise and bequeath to the LEBANON ROTARY CLUB, as an Endowment Fund, the income only therefrom, to be used each year by the Board of Directors of said Club for such charitable purpose or purposes as the said Board of Directors shall determine to be suitable and proper and in furtherance of the Club’s Charitable Program, and shall be known as the Doris Mollica Rotary Fund.”
* Bruce requested that the board verify the following concepts as the guiding principles for updating documents for the Club, Charities and Mollica.
	+ Club members acting together are the final authority of the club.
	+ The board of directors of the club are elected by the membership to act in membership’s stead to move the club toward the club’s strategic goals, oversee all current operations, and keep the membership informed.
	+ Annual proceeds of the Mollica Fund shall be considered part of the funds available each year for the club’s charitable purposes.
	+ Based on the club’s strategic and tactical goals as determined by the club board, Charities shall recommend to the membership for adoption, the club’s annual charitable giving budget.

After discussion of the information shared by Bruce Pacht, a motion was made by Ron Bedell and seconded by Angela Nelson, that the club’s governing documents, as they are updated or written, reflect the following concepts:* + Club members acting together are the final authority of the club.
	+ The board of directors of the club are elected by the membership to act in membership’s stead to move the club toward the club’s strategic goals, oversee all current operations, and keep the membership informed.
	+ Annual proceeds of the Mollica Fund shall be considered part of the funds available each year for the club’s charitable purposes.
	+ Based on the club’s strategic and tactical goals as determined by the club board, Charities shall recommend to the membership for adoption, the club’s annual charitable giving budget.

The motion was passed unanimously. | * Bruce Pacht, along with Marilyn Bedell, Ron Bedell and Paul Tierney will proceed in writing and updating club documents using the concepts approved by the Board of Directors.
* Once the documents are finalized and approved by the board, we will share the contents with the club for review and vote to adopt.
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| **Diversity, Equity and Inclusion** |  | * Hank Clarke led a discussion on diversity, equity and inclusion. We watched a video from RCB that addressed the importance of inclusion.
* Link to video: <https://www.youtube.com/watch?v=pBBirlVxVsg>
* Rotary International’s “Diversity, Equity and Inclusion Policy Statement” was discussed: <https://www.rotary.org/en/about-rotary/diversity-equity-and-inclusion>
* As a club, we need to begin discussions about this topic.
* If we want to grow as a club, we need to consider if we are living up to RI’s vision regarding equity, diversity and inclusion.
* RI states, “A top priority for Rotary is growing and diversifying our membership to make sure we reflect the communities we serve. We're creating an organization that is more open and inclusive, fair to all, builds goodwill, and benefits our communities. We want people with differing perspectives and ideas who will help Rotary take action to create lasting change in communities around the world.
* We will develop strategies to meet the challenge of developing a diverse, equitable and inclusive club.
 | * Continue to include this topic as a board meeting agenda item.
* Determine ways to introduce this topic to club members.
* Consider showing RCB YouTube video at a club meeting.
* Identify a speaker who can provide a thoughtful message about this topic.
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| **Strategic Planning** | **Paul Tierney** | * Paul suggests that it is time to review our club’s strategic plan, including a review of our Club’s values.
* Several board members are willing to discuss a strategy to update our strategic plan. The board members who volunteered to do this task are Steve Whitman, Bruce Pacht, Marion Steiner, Paul Tierney and Hank Clarke.
* Steve Whitman suggested that he begin thinking about this topic by having a discussion with Marilyn Bedell who is a member of the District’s Visioning Team.
 | * Steve Whitman and Marilyn Bedell will meet and then report back to the Board of Directors.
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| **Marketing/PR** | **Paul Tierney** | * Paul Tierney requested that the Board approve the formation of a Marketing and PR committee. We discussed whether it needed to be a distinct committee or should fall under the Membership Committee. It was decided that this function for now should reside under the purview of the Membership Committee, as we need to start small, focusing on news releases, social media posts, and ways to make membership more appealing to members of our community. We will ask Dave Crandall, Dan Affeldt, and John Yacavone who have expressed interest in this function to work with Membership Chair Rich Wallace to begin outlining a plan for Marketing and PR.
 | * Rich Wallace to reach out to Dave Crandall, Dan Affeldt and John Yacavone to establish a marketing and public relations plan.
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| **Fund Raising** | **Paul Tierney** | * Paul Tierney suggested that we form a Fundraising Committee. Pros and cons were debated. At this time, the Board felt that we should focus on the existing fundraisers: Brew Fest, Golf Tournament, and Pie Buffet. At this time, we feel we do not have the bandwidth to create an additional group developing more fundraising. It was felt that the President-elect and Vice President should be the individuals overseeing our fundraising efforts at the point in time.
 | * No additional action required.
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| **International Committee** | **Paul Tierney** | * We do not have an established International Service Committee. Hank Clarke reported that JoAnn Lemieux indicated she would be willing to chair the International Service Committee.
* The Board supported this idea.
 | * Paul Tierney will reach out to JoAnn Lemieux to discuss the plan for her to lead the International Committee.
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| **Hanover Rotary’s Invitation to join them at Camp Coniston** | **Marilyn Bedell** | * On August 26, 2020, the Hanover Club is planning a “social distancing” outdoor meeting at Camp Coniston in Grantham and has invited us to join them. Marilyn said the plan is to have a bring-your-own lunch and meet outdoors. The program would about this YMCA Camp.
* The board supports this as a potential social event.
* Marilyn will present this idea to the club at our meeting on Thursday.
 | * Marilyn Bedell will present the invitation at our meeting on Thursday. After the meeting, a doodle poll will be circulated to see if there is member interest in doing this activity.
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| **Mask Up New Hampshire** | **Marilyn Bedell** | * Marilyn shared a message from the Upper Valley Business Alliance asking if the Lebanon and Hanover Rotary Club would be holding a *Mask Up NH* event in the Lebanon or Hanover.  *Mask Up NH* is a projected started by Alex Ray (Common Man Restaurants & Plymouth, NH Rotarian) and Steve Rand (Plymouth Rotarian). Ray arranged for 97,000 masks to be delivered to NH for distribution to the residents in NH. Read about *Mask Up NH* at <https://www.maskupnh.com/>
* Marilyn reached out to Steve Rand, and learned that Hanover and Lebanon could have 3,000 masks to distribute in Lebanon and Hanover on August 7 and 8.
* Marilyn described the work that would need to be done to make this happen:
	+ Members to help plan this event from the Upper Valley Business Alliance, Upper Valley Young Professionals, Hanover Rotary Club and Lebanon Rotary Club.
	+ Finding a location that can manage many cars.
	+ Publicity
	+ Equipment to set-up the venue
	+ Police and City/Town government support.
	+ VOLUNTEERS.
	+ 8 hours of volunteer time, 4 hours on Friday (3-7 PM) and 4 hours on Saturday (10-2 PM)
	+ Jobs: queuing cars, people to educate about use of the masks (showing how to tie them, and giving instruction sheet about this); mask distribution; working the donation areas (potentially using squares for credit card donations, and money receptacles); depending on the location, we may need people at entry roads to encourage drivers to go to the site.  Some events have had music.
	+ Hanover’s Board is discussing participating this evening.
	+ Upper Valley Business Alliance and Upper Valley Young Professionals are willing to help.
* Board agreed that we should participate in this event.
* Marilyn Bedell will present this community service activity at our meeting on Thursday.
* This is a Rotary-driven event!
 | * Marilyn Bedell is willing to be the lead person for this project. She will need helpers to get this organized quickly.
* Marilyn Bedell will provide an overview of the event at our meeting on Thursday.
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| **Club Finances** |  | * Delinquent dues – List reviewed. Hank will reach out to members who are behind in dues.
 | * Hank Clarke will reach out to members who are behind in dues payments.
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| **Foundation Giving** |  | * Ron Bedell reported that he sent a summary of our Rotary Foundation giving to all members this past week. The Club should be commended on our giving to TRF.
 | * No further action required at this time.
* Foundation Committee will come up with a plan for soliciting donation for November.
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| **Membership** |  | * Rich Wallace has formed a committee and they will begin working on plans to recruit members and engage the members we have.
 | * Rich will continue to report updates at board meetings.
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| **Topics that could not be covered at today’s meeting** |  |  |  |
| * **Youth Services**
 |  | * We will need to come up with a plan to replace Steve Christy as Chair.
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| * **Grants and Giving**
 |  | * No Updates. Don MacMeekin on vacation
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| * **Community Service**
 |  | * Nothing to add from what was reported at our Club’s meeting last week. Bruce Bergeron is on vacation.
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| **Announcements** | **Paul Tierney** | * Paul has sent a note to Steve Christy expressing the Paul’s sadness at Steve’s resignation, praising his activities as a Rotarian and offering to welcome him back.
* Paul reported that based on the wishes of the Board, he purchased a memento honoring Hillary Michaud for presentation together with a note to Ron when they have lunch together.
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| **Meeting Adjourned at 7:05 PM** |  | Hank Clarke moved and Rich Wallace seconded a motion to adjourn our meeting at 7:05 PM.Motion passed unanimously.  |  |
| **Next Board Meeting** |  | **Our next meeting will be August 18, 2020 via Zoom** | **The meeting is open to all members.** |