



BOARD MEETING May 2022

Present: Rick David, President. Judy Muhn, Gale Walney, Kathy Jenkins, Susan Ebeling, Tim Travis, David Darbyshire.

Guiding premise: How will this impact membership????

1. ACTIVITIES

- Re-cap 100 Years ~ 100 Trees Tim noted that the impact and breadth of the 100 Years~ 100 Trees initiative was amazing. Involvement by our Pontiac Rotary Club membership, plus other Rotaries, local residents, corporate volunteers and Pontiac leadership was truly inspiring.
 - Kathy – sponsorships: Susan to follow up with one remaining – M1
 - Tim – complete expenses submitted: Kathy / Tim still finalizing expenses.
 - Final accounting: plan to finalize by June 1st
 - Follow-up: thank yous and confirmation of signage verbiage (Susan)
 - Next step: signage design to match current park signage throughout Pontiac. Tim/ Susan to work with Harbor GraphX to design.
- Another 100th celebration in collaboration with other service clubs? Interest in spearheading an activity / event to honor 100 years of service for Rotary, Lions and Kiwanis. Rick to contact other clubs and form committee to discuss and pursue, hopefully for early Nov 2022.
- District Conference Rick and Tim to present on our 100 Years ~100 Trees project. Rick to show slideshow and videos at Club Hub. David D and Kathy to join for portions of conference.
- Meeting schedule June / Presidents' Nite? TBD Rick has suggested a Detroit tour in lieu of Presidents Nite. Susan to follow up next week to gauge interest in both tour and Presidents Nite.

2. Financials ----Kathy

- a. see attached financial stmts.
- b. Kathy notes that club is barely breaking even. TBD on Accounts Receivable
- c. Final accounting on 100 Trees project should be available by July 1st.

3. TRANSITION TO PRESIDENT DAVID D AND NEW BOARD – JULY 1, 2022

- Board? Goals? Plan? Priorities?

NEXT BOARD MEETING? June 9th at 10:45am

NOTE: Board meeting minutes are being posted on our website under Documents.

*NOTE: Pontiac Rotary has a Zoom account, billed to our credit card at \$15/mo. It can be accessed by any member using the login: PontiacrotaryMI@gmail.com and password Since1922
Should we cancel at this point?*

NOTE: pontiacrotary.org domain is held at dotster.com. Access info is under Organization docs on member page. Will need to provide updated credit card Oct 2024. Renewed thru 2025

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05/06/22

Accrual Basis

Rotary Club of Pontiac Balance Sheet As of May 6, 2022

	May 6, 22
ASSETS	
Current Assets	
Checking/Savings	
PNC Checking	3,445.39
Returned Checks	85.78
Total Checking/Savings	3,531.17
Other Current Assets	
Due from Charities	-745.00
Total Other Current Assets	-745.00
Total Current Assets	2,786.17
TOTAL ASSETS	2,786.17
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Credit Card Payable	-27.71
Total Credit Cards	-27.71
Total Current Liabilities	-27.71
Total Liabilities	-27.71
Equity	
Club Equity	2,783.98
Net Income	29.90
Total Equity	2,813.88
TOTAL LIABILITIES & EQUITY	2,786.17

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05/06/22

Accrual Basis

Rotary Club of Pontiac

Profit & Loss

July 2021 through June 2022

	Jul '21 - Jun 22
Income	
Dues Income	3,635.00
Meal Income	4,479.50
Total Income	8,114.50
Expense	
District Dues	414.00
Interest and Service Charges	38.06
International Dues	1,519.59
Meal Expense	5,260.12
Supplies	130.93
Website	721.90
Total Expense	8,084.60
Net Income	29.90



BOARD MEETING MARCH 8 2022

ZOOM

In attendance: Pres Rick David, David Darbyshire, Tim Travis, Gale Walney, Judy Muhn, Kathy Jenkins, Susan Ebeling

Updates after the meeting are indicated in red.

This special board meeting was entirely focused on our 100th anniversary tree planting event:

SITES: Tim to provide list of sites/addresses, along with number of trees and needed volunteers by Friday, March 11th. He is working with Pontiac Collective to coordinate with their park efforts that week.

SPONSORS: Seeking sponsorships for trees/sites. Tim to provide David with additional flyers, as well as bring flyers to Rotary for members. Rick is the point person on the flyer; he will communicate sponsorships to Kathy who will create a spreadsheet to manage and track payment. Susan will update website to add Kathy's work address for payments.

Gale will send email to local clubs regarding sponsorship and volunteer opportunities: Auburn Hills, Rochester, Clarkston and Waterford.

Rick to craft email to club membership; Susan to send email.

Noted that link from www.pontiacrotary.org to clubrunner website no longer works. Susan following up with Kathy to find out if we have paid for the domain in recent history. Will seek guidance from computer resources once this is clarified.

VOLUNTEERS: Need dates, locations and number of volunteers required. (Tim) Susan has volunteered to manage volunteers (via SignUpGenius or other method) once this information is available. Deadline of April 12th for volunteers so that Tim can plan his staffing accordingly.

Regarding both sponsorships and volunteers: Tim to contact Roseanna Hull at GM as well as Steve Cartier at Lee Industries and Daniela Walters at Dobrusin. David to contact United Shore.

SIGNAGE: Tim has banner for Rotary Park; awaiting thaw in order to install. Banner is simply a Rotary identifier; it does not include any information on Tree Planting.

TBD on signage for individual sites. (Tim)

PR: Tim to contact Paula Tutman. Judy to update FaceBook page. Gov Whitmer to be in Pontiac in March ---- Tim to contact Rep Brenda Carter to see if we could incorporate a tree planting at City Hall at that time.

Tim emailed 18,000 GW customers about sponsorship and volunteering. Also contacted directly Andy Meisner, Lon Bone, Mark Schwarta and Matt Russell.

David also suggested Megan Woods at mwoods@wdiv.com ; Tim has already contacted Paula Tutman based on her past coverage of Pontiac, so we'll start there.

Considering the purchase of T-shirts for volunteers. Tim/David to follow up. Tim received quote from Earth2Earth for \$8-9 per shirt. David D has volunteered to sponsor the volunteer tshirts. Pete at Earth2Earth is working on the design.

CELEBRATION ON APRIL 22ND: Will determine as timing for plantings is finalized. May be as simple as coolers of water and pizza. Liberty bar was suggested as a mobile caterer.

Respectfully submitted,
Susan Ebeling
March 13, 2022



The Pontiac Rotary Club Presents

100 Trees, 100 Years

April 17-23rd



Or Venmo!

To celebrate 100 years of service in Pontiac, the Rotary Club of Pontiac is partnering with other local organizations to plant 100 trees in Pontiac parks and public spaces during Earth Week 2022!

We are seeking sponsorships to help fund the trees and supplies. All sponsorships will be acknowledged with commemorative signage at the planting sites. Volunteers are also needed.

More information is available at www.PontiacRotary.org. Please contact Rick David at Rdavidmichigan@gmail.com or (248) 766-4817 to be part of this amazing initiative!

Bronze

1 Tree - \$350

Silver

5 Trees - \$1500

Gold

10 Trees - \$2500

Pontiac collective impact
PARTNERSHIP





BOARD MEETING Feb 2022 (ZOOM)

Rick David, President. Judy Muhn, Gale Walney, Kathy Jenkins, Susan Ebeling, Tim Travis, David Darbyshire.
Location: Zoom

Guiding premise: How will this impact membership????

4. MEMBERSHIP

- a. New member installation? Rick to contact Laurie and Kenya to schedule installation
 - i. Mike West out of town til April
 - ii. Kenya Bowman
 - iii. Laurie Bishop
 - iv. Approved: Club will sponsor meal for new member plus one guest at installation.
 - v. Discussion: Board previously agreed to sponsor club dues for member from Pontiac Schools. Kathy is now asking if this is a full or honorary membership. It has been set up as a full membership through Clubrunner and has been communicated as such. Kathy and Susan to further research the difference between honorary and full membership.
 - vi. Corporate Membership: Kathy reports that JMVC is currently the only corporate member. David asked how we could use this as a recruiting tool for larger corps. Tabled for now.
- b. Intentional membership recruitment.... Lee Industrial? Auch? Etc.continue adding names to distribution of meeting notices.
- c. New nametags: Gale and Susan to connect to identify classifications

5. ACTIVITIES

- a. 100 Year Anniversary Tree Planting
 - i. Tim following up on flyer
 - 1. Bronze = 1 tree for \$350
 - 2. Silver = 5 trees for \$1500
 - 3. Gold = 10 trees for \$2500
 - ii. Tim noted partnership with Friends of Pontiac Parks and others. Kathy cautioned that any monetary sponsorships of this project need to be spent on this project.
 - iii. Volunteers needed as well as sponsors. Need 6 volunteers per park. Bring shovels. GW to provide trees and compost.
 - iv. Susan to document on website as soon as available. Will provide payment options, ie VENMO and check.
 - v. Rotary planting day will be Friday April 22nd followed by a celebration at Rotary Park gazebo at 5pm with simple refreshments.
 - vi. Reminder that we need media coverage as well as photographer.

- vii. Rick created document for reps from each of the Pontiac districts
- viii. Tim to get signage on Rotary Park to announce. (previously approved budget)

- b. District 6380 Conference on May 20-21: we committed to 5 attendees. Rick and Kathy so far committed.
- c. District Grant Management : Feb 26th from 8:30 to 1:30pm at Concordia College. Rick to follow up with Judy on attendance as well as her support for requesting grant funds for our tree planting project.

6. ROTARY PARK

- i. Signage on Orch Lk Rd? Tim to follow up
- ii. Follow up with Pontiac Administration? Per Tim, we have been granted permission for tree planting throughout the Pontiac Parks.

7. ROTARY CHARITIES

David to follow up to clarify Rotary's role in potential recognition of arts influencers lost during the last years, including Robert Karazim.

8. Financials ----Kathy – dues billing for 2022 to go out this week.

NEXT BOARD MEETING? March 7th

NOTE: Board meeting minutes are being posted on our website under Documents.

NOTE: Pontiac Rotary has a Zoom account, billed to our credit card at \$15/mo. It can be accessed by any member using the login: PontiacrotaryMI@gmail.com and password Since1922 (no space)



BOARD MEETING Jan 2022

In attendance: Rick David, President., Gale Walney, , Susan Ebeling, Tim Travis, David Darbyshire.(via zoom)
Location: The Art Experience Absent: Judy Muhn Kathy Jenkins

1. Financials ----Kathy (proposals reviewed in her absence)

- **Review meal cost:**
 - Have not implemented the agreed upon amount of \$13.25 per meal plus 20% gratuity. (\$15.90 to Danny, charging \$18.)
 - Currently paying \$12.50 per meal plus gratuity.
 - **Proposal - approved**
Eliminate dessert in order to keep lunches at \$12.50 plus \$2.50 gratuity. Members to pay \$15 per lunch.
Noted by David D – if we wish to add dessert for special occasions, important to order thru Danny/The Alley Cat.

- **Update of dues structure --- APPROVED**
 - **Proposal: \$200 per year per member.**

• Dues RI	\$71
• Dues District	\$46
• Club Admin expense	\$83
(includes website, supplies, PETS, speaker lunches, etc)	-----
	\$ 200

(this is consistent with Kathy's prior proposal. It is possible because we no longer pay an administrator. Those duties have been absorbed by members.)

- Susan to document on website

NOTE: Mike West's wife Helen will be added as a "friend."
Mike West will pay first year dues for Laurie Bishop as well as himself.
Kenyada Bowen's dues will be sponsored by the club as our representative from Pontiac Schools

PREVIOUSLY APPROVED EXCEPTIONS:

- No dues charged for representative of Pontiac Schools
- New member under 40 years old to be charged at 50% for annual dues.
- Other new members from targeted demographic (ie, Pontiac residents) can be considered for reduced dues on a case by case basis.

NOTE: need to review at future meeting to clarify timeframe for above.

2. ACTIVITIES

- a. **New member installation on Jan 20th.** Currently do not have a volunteer for Orientation
 - i. Mike West
 - ii. Kenyada Bowman
 - iii. Laurie Bishop
- b. **100 Year Anniversary** – Tim to meet with marketing person and provide update. Will need individual sponsors as well as volunteers. Tim/Rick to review proposed sites with the city and with Kathalee.
 - i. Committee needed to move project forward. Include folks who will market opportunity to potential sponsors.
 - ii. Promotional materials, logo, etc needed ASAP
 - iii. Susan to add to website with payment directions once available.
 - iv.
- c. RYLA – April 1-3 2022. Currently scheduled for in-person weekend. No action taken

3. ROTARY PARK

Ron Gay continues to hold meetings on establishment of Pontiac Cultural District and proposal to re-purpose Rotary Park.
Judy is on the Parks Group Committee... does she have the background to communicate our concerns? David D to follow up.

Signage on Orch Lk Rd?

- Discussion of major signage which could run \$5000. Tabled
- **APPROVED** Proposal to spend up to \$250 on temporary banner announcing the tree planting and soliciting sponsors/volunteers. David volunteered use of his phone number.

4. Items tabled until future meeting:

a. ROTARY CHARITIES

Review grant from Clarkston Rotary donor----- amount paid vs available? Feedback to donor? Possibility for additional grant opportunity?

b. Review Citation Goals:

c. Review 12 month plan:

NEXT BOARD MEETING? Feb 17th?

NOTE: Board meeting minutes are being posted on our website under Documents.

NOTE: Pontiac Rotary has a Zoom account, billed to our credit card at \$15/mo. It can be accessed by any member using the login: PontiacrotaryMI@gmail.com and password Since1922

Should we cancel at this point?



BOARD MEETING Dec 2nd 2021

Invited: Rick David, President. Judy Muhn, Gale Walney, Kathy Jenkins, Susan Ebeling, Tim Travis, David Darbyshire

Guiding premise: How will this impact membership????

9. Financials ----Kathy

- Review of financials per Kathy, the club is in “good shape” as a result of dues collection
- Budgets for club and charities for 2021-22?
 - Charities budget:
 - \$5300 Vocational
 - \$ 900 International/Paul Harris
 - \$2700 Community Service
 - Note: 100th Anniversary trees are outside std budget
- Kathy: Would you be able to write up a commentary and address: No update
 - Impact of “no district dues” on budget?
 - Impact of reduced meetings in 2021 on budget and membership.
 - Plan for accounts receivable follow up no review
 - Thoughts on “sponsoring” additional community people for membership
- Meal expense proposal: implemented at \$18 per meal collected, \$16.30 cost paid to Alley Cat? Awaiting confirmation from Kathy
- \$500 grant to Pontiac Comm Foundation: paid per Kathy
- VENMO is now available for payment of meals, etc

Proposal by Susan unanimously supported by Board:

Propose that any new member under 40 years old to be charged \$150 (ie 50%) for annual dues. Other new members from targeted demographic (ie, Pontiac residents) can be considered for reduced dues on a case by case basis.

Board previously agreed to comp dues for rep from Pontiac Schools.

10. ACTIVITIES

- a. Holiday Extravaganza
 - i. Parade Dec 4th

Sponsorship \$500 **Paid per Kathy**

David Darbyshire offered parking in his lot at 31 Oakland Ave

There will be Shuttle Buses Available – starting at 8:00 a.m. Please arrive by 9:30 AM at the latest, as this is the time our LAST shuttle!. All group members need to park in the McLaren Hospital Parking Garage area (above the third floor). Then exit out the back door and head to Erebus to catch the Trinity Buses shuttle.

If you have individuals being dropped off, please have them dropped off at Erebus and then take the shuttle. You cannot have anyone dropped off at the staging area OLHSA/PAE as this causes backup and confusion.

While you are waiting for the parade to begin Pontiac Academy's Gym will be the warming area. Please go inside for refreshments, bathrooms, and staying warm, until 10:15 a.m. You will then be directed to proceed to your line up number.

*Floats will be lined up on Cesar Chavez heading south, **our assigned number is 73.***

If you don't need to take the shuttle, after you park, take a walk down Cesar Chavez and look for the tug boat with our Pontiac Rotary sign. Please be at the float by 10:30. Dress accordingly for the weather.

Parking is also available at Grace Center Church located at Huron Street and Woodward Avenue.

- b. Holiday Party – Dec 9th at 5:30pm
 - i. Clarkston, Waterford and Bloomfield.
 - ii. Roles: set up, registration/\$, food, music
 - iii. "program"
 - iv. **Tim invited Mayor elect Tim Greimel**
- c. Mayor-elect Tim Griemel event
 - Co-sponsored by Pontiac Lions.**
 - Dec 13th at 5:30pm at PLAT**
 - Providing apps and beverages. Budget of \$500 approved by Board via email.**
 - Laurie creating invitation. To be sent to Civitans, Kiwanis, Optimists, Lions, Rotarians**
 - Requesting RSVPs by Thursday Dec 9th so that Karen can have count by noon 12/10**
- d. Focus group: Jan 2022 **Susan to set date and plan**
- e. 100 Year Anniversary **Tim and Rick championing tree planting 100 trees in Pontiac. Mostly parks, but could include other Pontiac locations. Tim's resource is creating printed piece. Seeking orgs to partner on individual parks. Shooting for Earth week 2022**
 - i. Timeline
 - ii. Budget
 - iii. Partners
 - iv. Committee
- f. RYLA – April 2022 **No one volunteered to manage**

11. ROTARY PARK

- i. Signage on Orch Lk Rd? **Tim to pursue**

12. ROTARY CHARITIES

- i. Budget **see financials**
- ii. **NOTE:** Club will be receiving a check for \$6250 for use with initiative with Pontiac youth. (Clarkston donor --- thru Jeff Lichty) May be opportunity for a larger grant if project is identified.

13. Review Citation Goals:

14. Review 12 month plan:

- a. Meetings
- b. Membership
- c. Dues
- d. Partners
- e. Events
- f. Fundraising
- g. Marketing/Brand Mgt

NEXT BOARD MEETING? Jan 6th?



BOARD MEETING NOV 4th 2021

Rick David, President. Judy Muhn, Gale Walney, Kathy Jenkins, Susan Ebeling, Tim Travis, David Darbyshire

Guiding premise: How will this impact membership????

Proposal by Ron Gay concerning a Pontiac Cultural District in the area of Rotary Park consumed much of the meeting. While supportive of the idea, the Board is concerned about the plan to usurp Rotary Park, renaming it in honor of the Jones Brothers of Pontiac. Ron feels that Rotary is irrelevant to Pontiac, thus the move is appropriate. Tim, David and Rick will continue to monitor the progress of this proposal, and work with the incoming administration as well as Kathalee James (Friends of Pontiac Parks) to ensure that they understand the history and significance of Rotary Park.

15. Financials ----Kathy

Tabled due to timing:

- Review of financials
- Budgets for club and charities for 2021-22?
- Kathy: Would you be able to write up a commentary and address:
 - Impact of “no district dues” on budget?
 - Impact of reduced meetings in 2021 on budget and membership.
 - Plan for accounts receivable follow up
 - Thoughts on “sponsoring” additional community people for membership
- Meal expense proposal: implemented at \$18 per meal collected, \$16.30 cost paid to Alley Cat?
- \$500 grant to Pontiac Comm Foundation: **paid per Kathy**

16. ACTIVITIES

- a. Holiday Extravaganza
 - i. Parade Dec 4th

Sponsorship \$500 **Paid per Kathy**

- b. Holiday Party – Dec 9th at 5:30pm
 - i. **Will include donations to Lighthouse and crazy hat competition**
 - ii. **Awaiting costs from Danny**

- iii. Will ask each club to highlight a project

17. ROTARY PARK

- i. Signage on Orch Lk Rd? Tim to follow up

18. Review Citation Goals and 12 Month Plan

NEXT BOARD MEETING? Jan 6th at 11am



SPECIAL BOARD PLANNING MEETING Sept 30, 2021

Rick David, President. Gale Walney, Susan Ebeling, Tim Travis, David Darbyshire

LOCATION: The Murphy House

Absent: Kathy Jenkins, Judy Muhn

Moving from the WHAT to the HOW.... Reviewing plan(s)

PLAN

OWNERSHIP

TIMELINE

MEASURE OF SUCCESS

HOW WILL THIS IMPACT MEMBERSHIP???

OLD BUSINESS:

19. Financials ----Kathy **Not in attendance**

- Meal expense proposal:

Increase lunch cost to the members to \$18.00. (Hopefully we can utilize VENMO in the future --- much more “friendly” to the new generation we hope to attract)

Here’s how it breaks down:	\$13.25 food expense
	2.65 gratuity at 20%

	\$ 16.30 total cost per meal

...which leaves \$1.30 (of the \$18) contribution toward the speaker meals. **Lengthy discussion on the impact of our dues and meal structure on membership. Can we reduce dues for new members? Targeted membership groups?**

20. ACTIVITIES

a. Holiday Extravaganza **APPROVED**

- Parade
- Sponsorship \$500

b. Holiday Party – Dec 9th?

- i. At Goldner Walsh.
 - ii. Invite Bloomfield, Clarkston, Waterford, Auburn Hills
 - iii. Alley Cat to cater
- c. 100 Year Anniversary Tim and Rick to provide the following for tree planting:
 - i. Timeline
 - ii. Budget: trees estimated \$200/tree. Club is prepared to fund, but will solicit sponsors and volunteers
 - iii. Partners
 - iv. Committee: Kathy contacting Berk, Bob B, etc for planners for a celebration event in Oct 2022
- d. RYLA – April 2022: No champion identified

21. Continued review of Strategic Plan and District Goals