



## **BOARD MEETING – JUNE 26, 2023**

**In attendance via zoom: David Darbyshire, President, Rick David, Gale Walney, Kathy Jenkins**

**Absent: Judy Muhn, Kenyada Bowman, Tim Travis**

1. **Financials:** There was a delay in the financial reporting due to a system issue. Kathy will have detailed financials including recommendations and historical comparisons as well as our 2023-24 Budget for approval available for our Board meeting in July.  
**ACTION: KATHY**
  
2. **Membership:**
  - a. Reviewed current active members; the following changes are needed before July 1<sup>st</sup>: **ACTION: KATHY**
    - i. Karen Jorgensen – from active to honorary
    - ii. Tom Laing – remove
    - iii. Erica Sanders – follow-up on membership dues
  - b. Discussed need to be more intentional with membership recruitment.
    - i. Ask Erica and John to co-manage membership **ACTION: DAVID**
    - ii. Provide training / orientation of current tools and processes  
**ACTION: SUSAN**
  
3. **Communications / Marketing / Secretary roles**
  - a. Club Communications / website: Gale / Susan to continue this responsibility.
  - b. Marketing / Social Media – Gale willing to take on FB with Judy’s direction, asking Gayle V to join the Marketing effort specifically as it pertains to the design of marketing materials, etc.  
**ACTION: DAVID TO INVITE GAYLE V**  
**ACTION: SUSAN TO PROVIDE CURRENT MARKETING MATERIALS AND CONTENT**
  - c. Ask Judy to continue with attendance reporting thru RI **ACTION: KATHY**
  
4. **Meetings**

Agreed that current schedule with two lunch meetings (1<sup>st</sup> and 3<sup>rd</sup> Thursdays) and one field trip/service project (2<sup>nd</sup> Thursday) works.

  - a. Desire to return to downtown Pontiac at a restaurant which can manage the food and beverage. Would like to stay within \$15 range for lunch with a 12 person guarantee. Pontiac restaurants to be contacted to ascertain interest and suitability. Proposal to be brought back to the board for action in July.

**ACTION: DAVID**

- b. Programs have been excellent. (thanks to Rick!!!) Wish to spread this responsibility with members taking responsibility for scheduling the programs for the two lunch meetings during a specific month. **ACTION: follow-up at July meeting to start assigning months.**
- c. Noted: fellowship is an important part of Rotary membership. Current format does not allow much time for casual conversation, group engagement, or interaction with guests and members. How can we build that into the Rotary experience? **ACTION: Readdress at July meeting**

**5. Calendar**

- a. Holiday Extravaganza Parade: Dec 2<sup>nd</sup>
  - i. Propose support to Charities Board **ACTION: Susan**
  - ii. Increase Budget/purchase of mittens for children
- b. July 19<sup>th</sup> walking tour of Pontiac with OU and MI Works  
**ACTION: David to provide any promo materials and/or verbiage for:**
  - **Gale for info to club membership**
  - **Susan for invitation to other local club presidents**
- c. Earth week clean-up / project at Rotary Park during April
- d. Holiday Party? Other social events? Other projects?  
**ACTION: Revisit at July Board meeting**

**6. Outreach**

- a. We have \$ to invest in the community through Rotary of Pontiac Charities, Inc. How direct funds to best support the community?
  - i. Is there still an opportunity with Pontiac Schools?
  - ii. Are there literacy projects at the lower elementary levels?
  - iii. Could we engage with Notre Dame Prep either at a high school level thru Rotaract (with the partnership of perhaps a Rotary member from another club?) or by encouraging more Pontiac students to apply to NDP and their scholarship options?
  - iv. Is 80% vocational spending still the appropriate target?
  - v. RYLA scheduled for spring 2024. How many students should we commit to sending? How do we identify these students? **ACTION: DAVID to ensure ownership of process.**
  - vi. How best to identify opportunities for community investment?
    - Solicit proposals from organizations?
    - Create our own project?
    - Approach another organization for partnership?**ACTION: RICK. As Chair, connect with Charities Board for thoughts in order to revisit at July Board meeting.**

**7. Club Leadership**

- a. Confirm Kenyada's commitment / availability to serve in 2024-25 **ACTION: David**
- b. President Nominee: goal of identifying by Jan 2024. Strategy to engage new members and encourage ownership of club objectives.
- c. Update org chart to reflect roles and ownership **ACTION: Susan**

**8. President's Reflections:**

President David shared that he feels our bi-weekly meetings are one of our strengths; speakers have been excellent. We need to figure out how to gain Rotary membership from our speakers and guests. The Holiday party, summer eatings and fellowship dinner were also highlites. David also noted that his interactions with the District as well as Rotary International have been especially enlightening. He suggested that there may be an opportunity to engage with the Lake Orion Rotary to further support The Rotary Foundation. In his 2<sup>nd</sup> Rotary presidency, David hopes to further explore the Rotary Pillar of entrepreneurship, as well as lead our club in opportunities to engage with the Pontiac community.

**9. Next meeting : July 17<sup>th</sup> at noon. David to provide Zoom connection information.**

- a. Address Citation Goals: quantify and identify ownership
- b. Approve meeting location / plan for September through June.
- c. Review / approve financials for both club and Rotary Charities.

**10. Other community events of note:**

- a. July 13<sup>th</sup> 4pm – meeting next DG Collier Smith at UM Stadium.
- b. July 14<sup>th</sup> – Fiero event at Pontiac Transportation Museum
- c. Aug 5<sup>th</sup> – Lake Orion Seafood Broil
- d. Aug 18/19 – Woodward Dream Cruise
- e. Aug 24<sup>th</sup> – Music in Rotary Park (Melanie Rutherford)

**Respectfully submitted,**

**Susan Ebeling**



### May 2023 Zoom meeting

In attendance: D Darbyshire, President, R David, T Travis, G Walney, K Jenkins, Treasurer,  
S Ebeling

Unavailable: K Bowman, J Muhn

1. **Financials:** not available

2. **Meetings:**

- a. PLAT unavailable for May 4<sup>th</sup>; Rick will communicate replacement venue.
- b. Summer “eatings” to start on July 6<sup>th</sup>; Kathy to manage. Kathy will consider restaurants near but not actually in the city of Pontiac.

3. **Citation Goals**

DG Bala would like an update this week. President David provided this update; David to followup with Judy about mapping to the actual Citation Goals and documenting on RI site.

David – Two new members added (actually gain three Gayle Vandercook, Mike Tobis and Erica Sanders)

Tim – Environmental / GFL / Recycling in Pontiac (Earth Day April 22, 2023 is rescheduled for May 20<sup>th</sup>, trees purchased)

Gale – Update Website twice per month with Judy uploading content (Gale W. confirmed has been completed)

Judy – Rotary Fellowship groups including Genealogy and Skiing (November meeting held)

Susan – Laundry Soap for Light House / Gloves for Parade (executed at Parade Dec 2022 and Holiday gathering gift card collection )

Wendy – Service Projects including Park Clean Up, Library, OU-Pontiac Initiative, Mitten Drive (New Library Director spoke at April meeting)

David – Focus on Maintaining Membership levels (membership level is good, new attendees at our speaker series)

Susan – Send two Pontiac Students to RYLA (Pontiac Rotary took six students to Ann Arbor for NATO Ambassador meeting)

Wendy – Peace Pole Project (Not completed, we have loss the location of the existing Peace Pole by Pontiac City Hall)

David – Attend District 6830 Conference on May 5<sup>th</sup> – 7<sup>th</sup> 2023 (David and Kenyada attended)

NOTE – Nobody from Pontiac Rotary have registered for Foundation Gala on November 5, 2022

David – District Training Participation (Rick David, David Darbyshire attended Grants webinar along with other events)

Kathy – Annual Fund Contribution via Rotary Club of Pontiac Charities / \$1000 Paul Harris/ \$100 PolioPlus (Funding approved from Charities)

NOTE – Pontiac Rotary has multiple Paul Harris in escrow to be awarded to Rick David and Tim Travis. It was decided that Dustin McClellan of the Pontiac Community Foundation will be recognized with Paul Harris on May 19<sup>th</sup>, 2023.  
NOTE – Judy proposed PolioPlus donations get collected at December 8<sup>th</sup> Holiday event. (\$164 for Polio Plus delivered at PETS by David)  
David – Twelve Month Plan updated monthly as Visioning Document. Currently on Rev 2 10-18-2022 (still needs a 2023 year end Update)  
Rick - Strong Speaker Series engagement utilizing UWM Sports Complex for weekly meetings. Off site tours are well attended and interesting.  
Kathy – Literacy – Weekly book donations to Pontiac Library  
David – Economic Development: Pontiac Rotary is engaging with [www.LaunchDetroit.org](http://www.LaunchDetroit.org) and Oakland Business Forward for Entrepreneurship

**4. Service: Earth Day clean up and tree planting/dedication rescheduled for May 20<sup>th</sup>.**

Two trees to be planted at Rotary Park in honor of Rotarians:

Elaine Keinert for her 40 years of secretarial support to the club, and

The Huttenlocher Family for three generations of Pontiac Rotary leadership.

**5. Membership: Laurie Bishop has left the club, leaving our membership at 19 Active and 5 Honorary Members.**

**6. Rotary Charities – Paul Harris Fellows**

It was noted that the Board approved two PHF last spring that were never awarded: Rick David and Tim Travis were to be awarded PHF's in recognition of all their efforts to make our 100 year celebration and tree planting such a success. The Charities Board will seek another public time to appropriately recognize these two outstanding Rotarians with the PHP.

Also, it has been recommended that Dustin McClellan receive a PHF which could be awarded at the upcoming 5<sup>th</sup> anniversary of The Pontiac Foundation. Awaiting Charities Board support.

**7. New Business**

- a. We have been advised that Kenyada may not be able to fulfill her presidency for the 2024-25 Rotary year.
- b. An evening planning meeting is scheduled for June 5<sup>th</sup> at DASI to plan for the upcoming Rotary year.

Respectfully submitted,  
Susan Ebeling



### **Board meeting April 3, 2023**

In attendance: R David, G Walney, K Jenkins, S Ebeling, Pres D Darbyshire.  
Unavailable: K Bowman, J Muhn

#### **1. Meetings**

- i. Pres David extended thanks to Rick and Gale for their efforts on securing speakers and facilitating meals.
- ii. Noted that Woodward is closed at S. Blvd which impacts the route to Rotary from some members.
- iii. April 13<sup>th</sup> TBD (Rick)
- iv. April 20<sup>th</sup> Meeting cancelled due to project on April 22<sup>nd</sup>
- v. April 22<sup>nd</sup> Project at Rotary Park, 10am to noon. Clean up and planting 2 memorial trees.
  1. Susan to followup on installation of 100 years sign
  2. And proof for tree planting signage
- vi. April 27<sup>th</sup> Dinner social gathering at Alley Cat? 6:30pm arrival (Rick to follow up with Danny)
- vii. May 18<sup>th</sup>: Job fair at UWM
- viii. Discussion: Alley Cat opens again for lunch late April. Should we make a move from Uwm to Alley Cat? Decided to table until after summer eatings.

#### **2. District**

- i. **PETS:** David and Kenyada attended. Kenyada is scheduled to be president in 2024-25.
- ii. David and Kenyada arranged to have 6 students from Pontiac Schools attend an Ann Arbor meeting with the US Rep to NATO. Pontiac Community Foundation partnered to provide transportation.
- iii. District Grant Training: David and Rick attended.
- iv. Attending other clubs: a challenge to current membership to attend another club meeting --- great for new ideas on networking!
- v. Rotary District Conference: May 5-7. Pres David to attend.

**3. Other business**

- i. Where is the Peace Pole in Pontiac? A project for fall?

**4. Charities**

- i. **Challenge to create a signature project that engages and supports Pontiac youth.**
  - 1. Work with Kenyada to create a panel of youth and interested adults to understand the needs.
  - 2. Create a proposal to address using funds from Rotary Charities along with District grant funds, and other engaged individuals and organizations.

**Respectfully submitted,  
Susan**



**Board meeting  
February 6, 2023**

In attendance: R David, G Walney, K Jenkins, S Ebeling, Pres D Darbyshire.

**1. Upcoming meetings:**

- a. Feb 9<sup>th</sup> : Auch field trip and new member induction. Pres Jeff Hamilton to speak.
- b. Feb 16<sup>th</sup>: Membership introductions ( David to contact new members)
- c. Feb 23<sup>rd</sup>: John Bry, Main Street
- d. March 2<sup>nd</sup>: Gale following up: Keeping Kids Safe on and offline.
- e. March 9<sup>th</sup>: Field trip TBD Rick David
- f. March 16<sup>th</sup>: UwM lunch TBD
- g. March 23<sup>rd</sup>: Evening cocktail meeting, 5 – 6:30pm, club provides apps. Invite speaker with some Pontiac update of interest to a broad group so that we can invite other service clubs or interested parties.
- h. Additional field trips: Rick in contact with Dr Wanda Cooke Robinson (Oakland Schools) and County Exec David Coulter's office to schedule this spring.

**2. Service Project:**

- a. April 22<sup>nd</sup>, 9am – noon. Earth Day / Rotary Day of Service. Also Pontiac Clean up. Rick to get with Pontiac's new Parks and Rec person plus Tim and/or Kathalee to understand opportunities for Rotary Park. Rick is also representing Pontiac Rotary on the committee (Samino Scott, etc) that is organizing the city-wide clean up.
- b. Also invited to participate in W. Bloomfield Rotary's project on the same date --- decided to focus on Pontiac at this point.

**3. Pontiac Rotary Leadership:**

- a. Kenyada Bowman has agreed to the presidency for the 2024-25 Rotary Year. As she is President Nominee, she will be added to our Rotary Board. Susan to email Kenyada to advise.
- b. Both Kenyada and David will attend PETS in March. Pontiac Rotary is covering costs.

**4. Rotary District Conference:**

- a. David is the only one signed up so far--- cost is \$800 for the full event.
- b. Pontiac Rotary does not reimburse for the District Conference.
- c. Additional members are interested in attending one day or the other, but the cost seems steep for the two day event and lodging. Hoping a single day registration may become available.

- 5. Database:** Susan and Gale have been working on clean ups. Next step is for Susan to chat with Rick on some specific names and then propose a new process for management.

**Respectfully submitted, Susan Ebeling**





**Pontiac Rotary Board Meeting (Zoom)  
January 2, 2023**

1. Upcoming meetings reviewed.
  - a. President David challenged us to have a month of meetings planned in advance so that we can invite appropriate guests.
  - b. Rick noted that our quality of meetings should be a key recruiting tool.
  - c. New process: Gale will add guests to our database so that they will receive our weekly meeting notice.
  - d. Next field trips: Jan 12<sup>th</sup> to M-1, Feb 9<sup>th</sup> to Auch, March 9<sup>th</sup> to Notre Dame Prep.
2. Membership
  - a. New member induction scheduled for Feb 9<sup>th</sup> at Auch.
    - i. Gale Vandercook, Mike Tobias and potentially Erica from Furniture Bank
    - ii. Susan to prepare new member packets
    - iii. Pres David to contact new members and Bala and prepare induction.
  - b. President David noted that he has had limited luck engaging Williams International and/or UWM.
  - c. Discussion about the role in service projects in recruiting members.
3. Financial:
  - a. Kathy noted that she made transfers between Charities and Club Ops (necessary since funds received go to both accounts) and there are now necessary funds in Ops.
  - b. Dues billings will go out within the first two weeks of January.
  - c. Kathy has committed to provide a thorough review of club finances for our Feb 9<sup>th</sup> board meeting:
    - i. Receivables
    - ii. Analysis of meal income vs expense
    - iii. Updated financial statements
4. Need to identify President-elect. Suggestions were John S, Kenya, Gale. David also suggested a co-president option. Either way, the next leader needs to attend PETS in March.
5. Pres David was asked to forward any information on RYLA to Susan so that we can get Kenya started on identifying students from Pontiac to attend.
6. The Board scheduled Saturday April 22<sup>nd</sup> as a day of service.
  - a. Rick and Tim to meet with Kathalee James and Pontiac's new Parks & Rec director to understand needs.
  - b. Can we further enhance Rotary Park? Plant more trees? Tim needs lead time.
  - c. Scheduled meeting on Feb 2<sup>nd</sup> for presentation of service project involving the parks.



**Pontiac Rotary Board meeting  
Dec 5, 2022**

1. Parade update: thanks to Gale and Tim for their leadership! Gloves well-received; John's candy (with logo!) was a hit!
2. Financials
  - a. Noted that district dues are overdue; Kathy to check.
  - b. Dues invoices to be sent in early January per Kathy. (invoices were not sent last year until the third quarter.)
  - c. Judy to review/update membership in advance of annual district billing.
  - d. Club to review receivables in February. Kathy committed to a financial report including receivables for the Feb 2023 Board meeting.
3. Membership:
  - a. Goal to invite Pontiac companies to speak and then follow up on membership.
4. Reviewed upcoming meeting / speaker schedule. Gale and Susan have been keeping the website up to date, and encourage members to use it as a resource with questions on our schedule.
5. Holiday Party scheduled for Dec 8<sup>th</sup>. Includes Clarkston, Bloomfield and Waterford Clubs. Auburn Hills has been invited but no response.
6. President David noted that the District Conference is in Windsor and includes the Rotary Int'l President as speaker. Club members are encouraged to make this a priority.
7. David to approach specific club members about taking on the presidency in 2023-24. We need to provide info to the district on PETS attendance.



Rotary Club of Pontiac

Board Meeting

November 7, 2022

Agenda:

1. Speakers, tours and facilities – ongoing work to get the logistics; waiting on M1 Concourse for this Thursday's meeting. Nov 17<sup>th</sup> – Judy will speak on the Fellowship programs and the Rotarian experiences.
2. Kathy reported that dues are coming in and she will be sending out reminders before the end of the year, with reminders again going out after the new year (January 2023).
3. Clubrunner fee was paid – Kathy paid it, and it is a third party application across Rotary.
4. Charities approved the gloves purchase for the parade and \$1000 for the Paul Harris award. Judy will forward the email about the purchases and Charities leadership approvals.
5. David asked how the UWM facility was for members – Kathy replied that she liked it. Gale said that she liked the place but \$15 for a sandwich seemed like a lot; others were feeling a bit overpriced. David suggested that perhaps a Jimmy Johns platter could work? Maybe having chips or cookies were good to include – a guest brought brownies. The \$15 price point is perhaps the issue and what is available for catered services. David didn't believe that Rick David had provided an invoice for the cases of water he provides – Kathy stated that Rick usually donated this.
6. The bell, flag and nametags are likely still at Alley Cat – David said that he would go down to obtain those items.
7. Kenyatta stated her appreciation for the donation for her dues.
8. Waiting to hear about the M1 Concourse for this week's meeting
9. Reminder that we will continue to have these board meetings monthly.



## **BOARD MEETING October 31, 2022**

Attendance: David Darbyshire - President, Rick David - Past-President, Judy Muhn - Secretary, Gale Walney, Kathy Jenkins - Treasure, Susan Ebeling, Tim Travis, Wendy Jones AG District 6380. Location: Zoom / Cyb Lings 31 Oakland Pontiac MI 48342

### ***Guiding premise: Establishing Rotary Citation Goals for 2022-23***

#### **1. Financials – Kathy Jenkins**

- a. The January 2022 invoices for Pontiac Rotary Dues of \$200 did not get mailed until September 2022
  - i. 8 Members have paid their dues
  - ii. 7 Members dues are outstanding
  - iii. Membership roster will be trimmed to reflect current status
  - iv. Rotary International and District dues obligations have been paid
- b. Cash on hand approximately \$184 prior to collection of dues in September. Now have approximately \$1,632.36 cash on hand with more funds expected to be collected.
- c. Kenyada Bowman is considered a strategic Rotary member because of her affiliation with the Pontiac School Board and will be a representative for the Pontiac Rotary in support of our Literacy Causes. Motion for the Pontiac Rotary to pay \$100 with matching donation of \$100 from Tim Travis to pay for the \$200 dues for Kenyada Bowman passed the Board vote.
- d. Accounting correction reflects that Rob Boyles made a \$200 donation for the 100 Trees program and NOT for membership dues to Pontiac Rotary.
- e. David Darbyshire announced that he will donate up to \$600 to cover the cost of the meeting room rental at UWM Sports Complex. First payment of \$50 cash was made by David Darbyshire directly to UWM Sports Complex after first meeting on October 20, 2022.

#### **2. Meeting Notifications**

- a. Meeting Schedule will remain as established by previous Board
  - i. First and Third Thursday will be at UWM Sports Complex from Noon until 1:00pm. Room rental cost is \$50 per meeting with actual room location subject to change to accommodate events. David Darbyshire will finalize payment schedule during November 3<sup>rd</sup> meetings. David Darbyshire will NOT be able to host the meeting on November 17<sup>th</sup>.
  - ii. Second Thursday will be for tours, service projects or off-site meetings. Proposed November 10<sup>th</sup> meeting to take place at Auch or M1 Concourse.

- iii. Fourth Thursday will be for evening socials or service projects. November 24<sup>th</sup> meeting is cancelled due to Thanksgiving.

Membership was asked to identify future meeting speakers,  
Thursday November 3<sup>rd</sup> will feature Lauren Fuller of Oakland County Sheriff PAL  
Tim Travis suggested Brenda Carter.

NOTE: Judy Muhn volunteered to do Rotary Fellowship overview on November 17<sup>th</sup>  
David Darbyshire suggested November 10<sup>th</sup> tour at Auch while Rick David suggested  
M1 Concourse.

December 22<sup>nd</sup> Pontiac Rotary meeting is cancelled due to holidays.

### **3. Fund Raiser**

- i. David Darbyshire donated Everybody by Dutton Farm Gift Basket for future Auction (\$90 value)
- ii. Light House selected as designated charity for December 8<sup>th</sup> Holiday Party – Susan Ebeling organizer.

### **4. Planning Session - Citation Goals: David Darbyshire / Wendy Jones**

David – Two new members added

Tim – Environmental / GFL / Recycling in Pontiac

Gale – Update Website twice per month with Judy uploading content

Judy – Rotary Fellowship groups including Genealogy and Skiing

Susan – Laundry Soap for Light House / Gloves for Parade

Wendy – Service Projects including Park Clean Up, Library, OU-Pontiac Initiative, Mitten Drive

David – Focus on Maintaining Membership levels

Susan – Send two Pontiac Students to RYLA

Wendy – Peace Pole Project

David – Attend District 6830 Conference on May 5<sup>th</sup> – 7<sup>th</sup> 2023

NOTE – Nobody from Pontiac Rotary have registered for Foundation Gala on November 5, 2022

David – District Training Participation

Kathy – Annual Fund Contribution via Rotary Club of Pontiac Charities / \$1000 Pau Harris/ \$100 PolioPlus

NOTE – Judy proposed PolioPlus donations get collected at December 8<sup>th</sup> Holiday event.

David – Twelve Month Plan updated monthly as Visioning Document. Currently on Rev 2 10-18-2022

### **5. Holiday Extravaganza Parade:**

Kathy, Judy and Gale will coordinate the purchase of Candy and Gloves for distribution during the parade.

Tim Travis will coordinate the Boat Float.

The purchase of \$300 worth of gloves was approved by the Pontiac Rotary Board

### **6. Holiday Glove Drive:**

Gale proposed a Glove Drive Drop Box to be placed at UWM complex. David and Tim will help with the coordination efforts along with Gale.

## 7. Pontiac Rotary Holiday Gathering:

Susan is putting together the details for the December 8<sup>th</sup> event at Goldner Walsh. Multiple Rotary Club have been invited to attend including Clarkston, Waterford, Bloomfield and Auburn Hills.

Kiwanis and Lions Club were invited to attend as our guest, but not as part of a 100th anniversary celebration.

Mike McGuinness was told to “save the date” as a possible Special Guest Pricing has not been finalized, but being targeted for \$30 - \$35 per person plus donations / dish to pass.

### New Business:

Pontiac Rotary Love Festival for February with Lions and Kiwanis has been tabled.

Complex Crofoot Oak House Deli is the lunch meeting provider for November 3<sup>rd</sup> at UWM Sports

Conference Pontiac Rotary next President needs to be nominated in time for 2023 PETS

Noon Pontiac Rotary Board meetings will be schedule as the First Monday of each month at

**NEXT BOARD MEETING: November 7<sup>th</sup>, 2022, at Noon via Zoom**

**Upcoming Events are located on our Rotary6380.org and PontiacRotary.org Websites**

- November 5<sup>th</sup>, 2022 (Saturday) Foundation Gala
- December 3, 2022 (Saturday) Holiday Extravaganza Parade
- December 8, 2022 (Thursday) Pontiac Rotary Holiday Gathering