

Minutes of the Board Meeting of Tuesday, June 17, 2025

This meeting was held at the home of John and Linda Zaruka

Officers Present	Officers Absent
<ul style="list-style-type: none"> ❖ John Zaruka, President ❖ Cynthia Torres, President-Elect ❖ Josh Carsman, Immediate Past-President ❖ Hugh Mcmanigal, Immediate Past-President ❖ Marty Moss, Treasurer ❖ Gary Davis, Secretary 	

Directors Present	Directors Absent
<ul style="list-style-type: none"> ❖ Marta Golding Brown ❖ Cindy Kroeger ❖ Dennis Longwill ❖ Sam Monroe ❖ Jack Pollock ❖ Suki Sir ❖ Kendall VanConas ❖ Diane Moss (<i>ex officio</i> member) 	<ul style="list-style-type: none"> ❖ Mark Spellman (<i>ex officio</i> member)

Guests Present
<ul style="list-style-type: none"> ❖ none

- I. This meeting was called to order at 4:00 p.m. by President John Zaruka. A quorum for the meeting was declared.
- II. The agenda was approved as presented with no recommendations for new topics under “New Business” or any changes in the order of presentation.
- III. John extended his appreciation to those who facilitated the “merger” of the two Rotary clubs and the formation of the new Rotary Club of West Ventura County. He noted that his focus as club president will be on duties and objectives in order to move the new Rotary club forward.
- IV. Club Administration
 - A. Club Leadership 2025-26:
 1. The chairpersons for the *Avenues of Service* were named:
 - 🚧 Community Service – Jack Pollock
 - 🚧 Kendall VanConas will serve as the Rotary Basketball Tournament chairperson and co-chair Community Service.
 - 🚧 International Service – Marta Golding Brown
 - 🚧 Vocational Service – Hugh McManigal
 - 🚧 Youth Service – Dennis Longwill
 2. John asked each chairperson to develop 2-3 objectives for the coming year and plan to share those at the July 8th Board meeting. John also noted that the chairpersons will be responsible for updating and completing the “District Service Awards” documents.
 3. Additional chairpersons were named:
 - 🚧 Cindy Kroeger will serve as chairperson for the club’s social events. A calendar of possible social events is to be developed and presented to the Board.
 - 🚧 Diane Moss will serve as club greeter, arrange for members to lead the Pledge and invocation/reflection, and will chair the Friends of Rotary efforts.
 - 🚧 Josh Carsman will serve as the club’s program chairperson.
 - 🚧 Sam Monroe will serve as the club’s Rotary Foundation chairperson.

- ✚ Cynthia Torres will serve as membership chairperson and will also chair the subcommittee to recommend the President-Elect Nominee (2027-28 club president)

B. *Bylaws* for the Rotary Club of West Ventura County: John distributed a “draft” set of *Bylaws* for the new Rotary club and asked each officer and director to carefully read and critique this document. Provide input to John before the July 8th Board meeting. Marta will compare these *Bylaws* to the updated ones recently approved by R.I.

C. *Continuing Resolutions*: John also distributed a “draft” set of *Continuing Resolutions*, which officers and directors are to review before the July 8th Board meeting.

D. Membership:

1. John stated his objective to add 10-15 new members to the club during 2025-26. He considers all members to be a part of the membership committee under the leadership of Cynthia. He also pointed out that every club meeting speaker is to be considered a prospective member and is to be given a “membership packet.”
2. Cynthia distributed a “baseball card” type of form with the intention that all members fill in the information in order to know one another better.
3. Gary will draft a “new member application” form to be presented for approval at the July 8th Board meeting.
4. John provided a sample “letter to prospective members.”
5. Prospective members:
 - Cynthia will continue to follow up with the new president of Oxnard College as a prospective member.
 - Members agreed to pursue Andy Conli as a prospective member.
 - The application of Anita Zamora was considered as a prospective member. The Board requested additional information regarding this applicant.
 - Motion/Second/Passed: That prospective member Emma Morata be inducted as a new member of the Rotary Club of West Ventura County.
 - John pointed out that those individuals visiting the club and introduced as “Guest of the Club” are to be considered prospective members.
 - A “prospective member packet” is to be developed.
 - For prospective members, the completed “new member application form” is to be sent to the membership chairperson (Cynthia), who will then present the topic to the Board for discussion and consideration of approval.
6. Honorary Members:
 - It was agreed that the faculty advisors of the Interact Clubs of Pacifica HS and St. Bonaventure HS will be Honorary Members of the new Rotary club.
 - It was agreed that Honorary Members will be so recognized for one year and then considered for renewal by the Board.
7. Premier Members: Consideration will be given to this new category of membership. Jack will pursue this and report back to the Board.

E. Club Calendar:

1. It was agreed that regular meetings of the Rotary Club of West Ventura County will be held on the 2nd, 3rd, and 4th Tuesdays beginning at 12:00 noon and ending at 1:15 p.m. beginning July 22nd unless otherwise scheduled.
2. Unless otherwise noted, regular club meeting will be held at the new Holiday Inn in north Oxnard (formerly the Courtyard by Marriott Hotel).
3. It was also agreed that monthly Board meetings will be held on the 4th Tuesday of the month beginning at 11:00 a.m. preceding the regular club meeting, unless scheduled otherwise. If needed, a Board meeting may continue after the regular meeting.

4. Charter Night: It was agreed that the club's "Charter Night" event will be held at the Holiday Inn on Tuesday, July 15th.
 - Marta reported that final approval of the new Rotary club is in progress.
 - The list of charter members needs to be finalized and approved by the Board.
 - Discussion was held regarding the invite list for Charter Night.
 - The format will be that of a small plate reception.
 - Members will be charged \$50 for this event.
 - Discussion was held regarding fundraising to cover costs of the Charter Night.
5. Throughout the year, periodic "offsite meetings" will be held either in lieu of the club's regular meetings or as a social event.

F. Costs of Membership:

1. Membership dues of \$350 per quarter/\$1,400 per year will include all meals at regular club meeting, R.I. dues, Rotary District 5240 dues, and a contribution of \$15 per quarter to The Rotary Foundation.
2. It was noted that the regular club meeting meal costs for 2025-26 will increase to \$32.25.
3. It was agreed that a one-time charter membership charge of \$50 will be made for each member, to help cover costs of the new club banner, stationery, club badges, and other items needed as the new club forms.
4. Corporate membership costs will be \$450/quarter for two (2) representative members of the business or corporation.

G. Rotary club website:

1. Marta and Kendall will work with Jack to set up the new club's website. Rotary District 5240's new website will be referenced. John will advise the subcommittee as to what he would like to see included on the new website.
2. Thereafter, a "webmaster" will need to be appointed.

H. Club banners: It was agreed to order the new club Rotary banner and small exchange banners from Russell Hampton. Marty agreed to look into R.I. regulations pertaining to the content and design of the small exchange banners.

I. Members' Rotary badges: It was agreed to remain with the traditional, round Rotary member badges. The "baseball card" questionnaire is to include a place for members' "classification" title. Also, it was noted that ClubRunner can be referenced to see current members' classifications.

J. Rotary club bank accounts:

1. It was agreed that the Charitable Trust of the former Rotary Club of Oxnard and the Foundation of the Rotary Club of Ventura South will be kept as separate bank accounts for the 25-26 Rotary year.
2. It was agreed that the signatories on the new bank account for the Rotary Club of West Ventura County, to be opened at City National Bank, would include the club president, president-elect, and treasurer.

K. Rotary club post office box: It was noted that the club's P.O. Box address is #6383, Ventura CA 93006.

V. Adjournment: There being no additional business to conduct, the meeting was adjourned at 8:00 p.m.

The next Board meeting will be held on Tuesday, July 8th, 11:30 a.m. to 1:30 p.m., at the Holiday Inn (formerly Courtyard by Marriott) Oxnard.

Topics for Future Consideration:

- ✓ 2025-26 objectives for each *Avenue of Service*
- ✓ Approval of *Bylaws*
- ✓ All members to provide information on the "baseball card" form
- ✓ Approval of "new member application" form
- ✓ Premier Membership
- ✓ Consideration of a "Satellite Rotary Club"
- ✓ Approve Honorary Members for 2025-26

- ✓ Consolidation of operations bank accounts
- ✓ Final agenda for Charter Night
- ✓ Develop a “prospective member packet”
- ✓ Establish new member induction procedures, including the club president’s introductory comments and member’ welcome to the new member
- ✓ Board approval of charter members
- ✓ Marketing and public relations for the new Rotary club
- ✓ Board approval of 2025-26 operations account
- ✓ Consideration of fundraising activities for 2025-26

Rotary Club of West Ventura County – Prospective Charter Membership

<ol style="list-style-type: none"> 1. Peter Barry 2. Lalaine Braime 3. Robert Braitman 4. Sondra Briggs 5. Marta Brown 6. Lawrence Bushey 7. Josh Carsman 8. Daniel Cervantes 9. Rosanna Colin 10. Rich Cooper 11. Melanie Cota 12. Gary Davis 13. Robert Davis 14. Davina DeCant 15. Ana DeGenna 16. Ralph Garcia 17. Brant Gerckens 18. Kelton (Lee) Gibson 19. Juan Guerrero 20. Oscar Hernandez 21. Peter Higgins 22. Alan Kosh 23. Cindy Kroeger 24. Rob Leatherwood 25. Dennis Longwill 26. Pete Marcus 	<ol style="list-style-type: none"> 27. John Martina 28. Kendall Martina 29. Thomas McClain 30. Tom McCoy 31. Hugh McManigal 32. Samuel Monroe 33. Diane Moss 34. Martin Moss 35. Patrick Mullin 36. Bert Partida 37. John Pollock 38. Michael Reese 39. Jaclynn Sanchez 40. Suki Sir 41. Juan Soto 42. Mark Spellman 43. Cynthia Torres 44. Allen Urban 45. Paul VanAcker 46. Kendall VanConas 47. Valeria Venegas 48. Kirsti Vomund 49. Bonaventure Wakam 50. John Zaruka 51. Stacy Zaruka 	<p>Honorary Members: Jaimene Nichols, Faculty Advisor – Interact Club of Pacifica HS _____, Faculty Advisor – Interact Club of St. Bonaventure HS</p>
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Rotary Club of West Ventura County— Board members

Club Officers:

- ❖ John Zaruka, President
- ❖ Cynthia Torres, President-Elect
- ❖ Josh Carsman, Immediate Past-President
- ❖ Hugh Mcmanigal, Immediate Past- President
- ❖ Marty Moss, Treasurer
- ❖ Gary Davis, Secretary

Club Directors:

- ❖ Marta Golding Brown
- ❖ Cindy Kroeger
- ❖ Dennis Longwill
- ❖ Sam Monroe
- ❖ Jack Pollock
- ❖ Suki Sir
- ❖ Kendall VanConas