

2013-2014 COMMITTEE PORTFOLIO

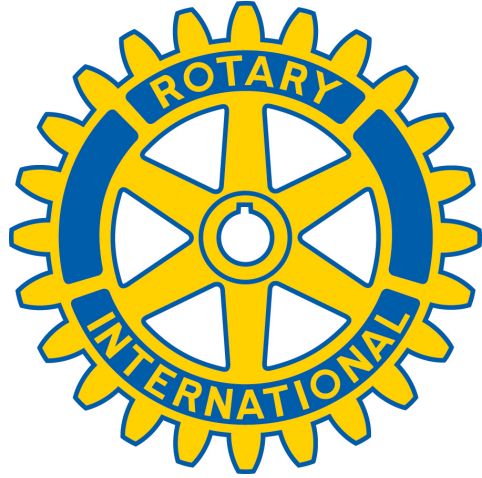
Rotary Club of Bryan Texas

**ENGAGE
ROTARY**



**CHANGE
LIVES**

2013-2014 COMMITTEE PORTFOLIO



Dear Bryan Rotarians,

As we begin the Rotary year, our Club and indeed our whole organization faces challenges as we strive to make "Service Above Self" an operational reality. Reflecting the spirit of incoming Rotary International President Ron Burton's entreaty to "*Engage Rotary – Change Lives*" and echoing District Governor Elect Dave Johnson's motto "*Get Engaged*" our members should strive to have an impact on our community and the world beyond Bryan's city limits.

Through your work on Club committees supporting the Five Avenues of Service (International, Vocational, Community, New Generations and Club Service) we can continue the tradition of ushering in positive changes. Our continued work to promote progress in Rotary's key areas of focus will contribute to a successful year for Rotary.

Rotary's Key Areas of Focus

- Peace and conflict prevention/resolution
- Disease prevention and treatment
- Water and sanitation
- Maternal and child health
- Basic education and literacy
- Economic and community development

I look forward to working with each of you as we move forward. As we prepare for the future, I plan to rely on the kindness of members as each of you and every Bryan Rotarian generously supports our activities.

Yours truly,

Charles E. Gilliland
President, 2013-2014

2013-2014 COMMITTEE PORTFOLIO

EXECUTIVE COMMITTEE

President: Charley Gilliland

President Elect: Walter Hinkle

Vice President: Mitch Morehead

Secretary: Janie Williams

Co-Treasurer: Stephanie Simpson

Co-Treasurer: Mike Southerland

Sergeant at Arms: Holly Rees

Co-Sergeant at Arms: Lee Pittman

Past President: Shelley Nelson

BOARD OF DIRECTORS

2012-2014

Will Renner

Cathy Hastedt

Steve Krusic

Tommy Light Jr.

2013-2015

Joe Cerami

Robert Davis

Bob Kraus

Michelle Wagner-Yeates

OBJECTIVES

This Committee Portfolio lists leaders for the Rotary Club of Bryan Texas for the 2013-2014 year. The Portfolio identifies the responsibilities associated with each position listed. Club members should know what each committee will strive to accomplish in the year ahead and the members pursuing each Club activity. The Portfolio consists of the following items:

1. Leadership plan
2. Goals and objectives
3. Committee chairs and responsibilities

2013-2014 COMMITTEE PORTFOLIO

LEADERSHIP PLAN

Bryan Rotary Club relies on active participation by its members in Club activities guided by a well-defined structure of committees designed to focus Rotary's areas of focus:

- Peace and conflict prevention/resolution
- Disease prevention and treatment
- Water and sanitation
- Maternal and child health
- Basic education and literacy
- Economic and community development

Committees function to translate these broad areas of interest into concrete action on the local, district, and international level.

Operating through the defined avenues of service, the Club channels their efforts through five standing committees chaired by Club officers:

- | | |
|--------------------------|---|
| 1. Membership | - Walter Hinkle - Bob Kraus - Tommy Light |
| 2. Public Relations | - Steve Krusie - Michelle Wagner-Yeatts |
| 3. Club Administration | - Mitch Morehead – Robert Davis Cathy Hastedt |
| 4. Service Projects | - Joe Cerami – Wil Renner |
| 5. The Rotary Foundation | - Shelley Nelson |

PROCEDURES

1. Chairs review committee structure and establish membership designed to effectively accomplish committee objectives.
 2. Committees engage members through well-structured monthly meetings to monitor progress on operational plans.
 3. Chairs report committee activities to the Board and the Club at the end of each quarter.
 4. Chairs actively involve new members in committee activities.
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2013-2014 COMMITTEE PORTFOLIO

Goals and Objectives

1. Achieve a Presidential Citation for 2013-2014
 - Increase membership
 - 100 Percent contribution to the Foundation
2. Devise and implement Club leadership plan achieve objectives identified for the Avenues of Service
 1. Membership -- Walter Hinkle - Bob Kraus - Tommy Light
 - ★ Most important challenge facing Club and RI
 - * Review RI Committee Manual
 - * Identify and recruit committee members to assist the Club to
 - Invite
 - Inform
 - Induct
 - Engage (Red Badge Chair, Mentors)
 - * Encourage member involvement in District and International functions
 - * Assemble a team of at least 10 members assigned to concentrate on enhancing the membership experience.
 - * Devise a plan for the committee
 - * Delegate. Make sure each committee member has an assignment (sub-committees)
 - * Increase net membership by 6 by April 1, 2014
 - * Report committee activities to Board and Club quarterly
 - Number of visitors
 - Number of new members
 - Number of terminations including reasons
 - Net membership change
 - Red badges retired
 - * Prepare a budget request for the committee

2013-2014 COMMITTEE PORTFOLIO

2. Club Administration – Mitch Morehead - Robert Davis - Cathy Hastedt
 - * Review RI Committee Manual
 - * Identify areas of activities and responsibilities
 - Organize regular and special programs
 - Manage club member communications (Website, Social Media, Bulletin, etc.)
 - Promote fellowship
 - Help track club attendance
 - Assist with other activities as needed
 - * Assemble a team of at least 10 members assigned to each aspect of Club Administration
 - * Devise a plan for your committee
 - * Delegate. Make sure each committee member has an assignment (sub-committees)
 - * Schedule Club Programs (enlist members with connections to interesting speakers)
 - * Report committee activities to Board and Club quarterly
 - Announce upcoming events
 - Discuss goals, plans, and projects
 - Report on District and Club highlights
 - Promote Club service and encourage participation
 - * Prepare a budget request for the committee

2013-2014 COMMITTEE PORTFOLIO

3. Club Public Relations -- Steve Krusie - Michelle Wagner-Yeatts
 - * Review RI Committee Manual
 - * Identify areas of activities and responsibilities
 - * Promoting our Rotary Club
 - Events
 - Displays
 - Advertising
 - Posting information in the social media
 - * Assemble a team of at least 10 members assigned to each aspect of the PR function
 - * Devise a public relations plan for the year
 - * Delegate. Make sure each committee member has an assignment (sub-committees)
 - * Prepare a budget request for the committee

2013-2014 COMMITTEE PORTFOLIO

4. Club Service Projects -- Joe Cerami - Will Renner

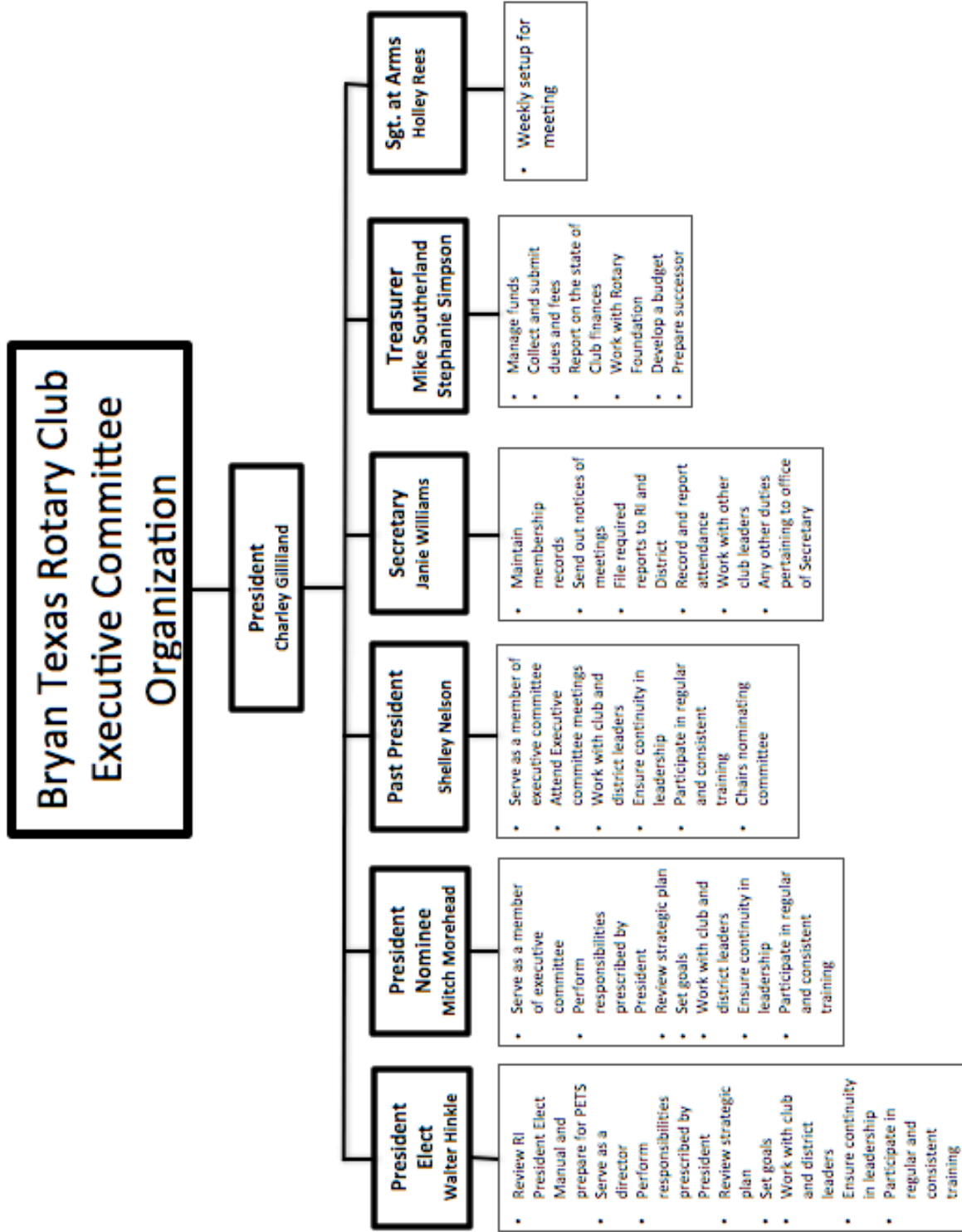
- * Review RI Committee Manual
- * Identify, evaluate, and choose projects
 - Assess the situation
 - Choose the project
 - Devise a plan
 - Initiate action
 - Evaluate success
- * Monitor progress of continuing and new projects
- * Concentrate on RI Areas of Focus
- * Assemble a team of at least 10 members assigned to each aspect club service
- * Devise a plan for the year
- * Delegate. Make sure each committee member has an assignment (sub-committees)
- * Prepare a budget request for the committee

2013-2014 COMMITTEE PORTFOLIO

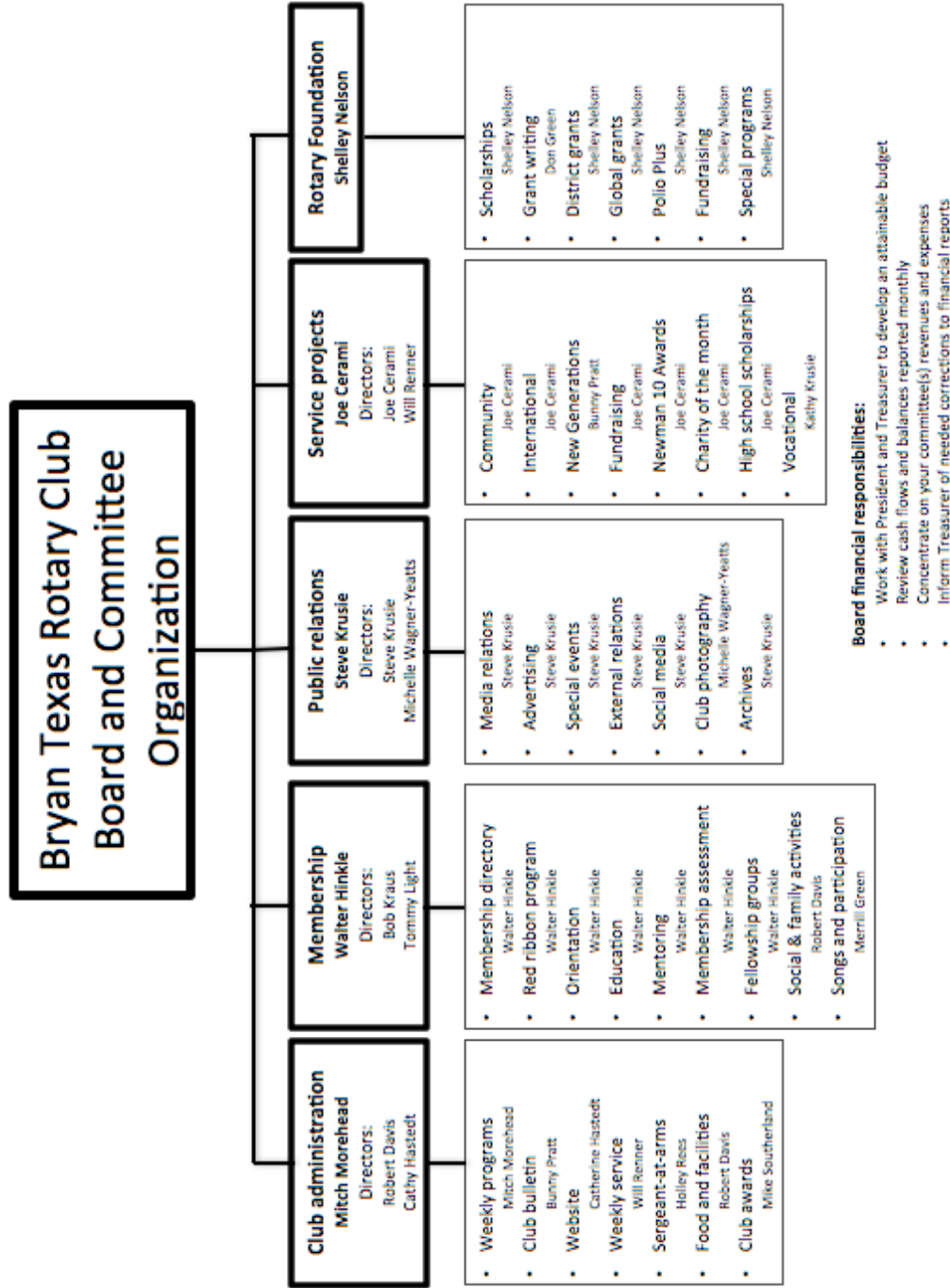
5. Rotary Foundation – Shelley Nelson

- * Review RI Committee Manual
- * Establish committee goals
- * Guide Club through the Future Vision transition
- * Devise a plan to encourage to effectively use their points
- * Submit grant proposals and administer grants
- * Encourage 100 percent participation in Foundation giving
- * Assemble a team of at least 10 members
- * Devise a plan for the year
- * Delegate. Make sure each committee member has an assignment (sub-committees)
- * Prepare a budget request for the committee

2013-2014 COMMITTEE PORTFOLIO



2013-2014 COMMITTEE PORTFOLIO



2013-2014 COMMITTEE PORTFOLIO

SUBCOMMITTEE STRUCTURE

Club administration

WEEKLY PROGRAMS

CHAIR-MITCH MOREHEAD

- Schedule weekly programs
- Remind speakers a week before their scheduled time
- Identify equipment need for each program
- President, Bulletin Editor and PR chair of the scheduled programs as soon as they are scheduled

CLUB BULLETIN

CHAIR - BUNNY PRATT

- Prepare the Merry Go Round weekly
- Send a PDF copy to President and AdMail for printing
- Poll all Committee and Subcommittee Chairs for information

CLUB WEBSITE

WEBMASTER-CATHY HASTEDT

- Maintain and enhance the on-line presence of the Bryan Rotary Club
- Ensure regular updates of the Calendar
- Facilitate timely posting of fundraising events and project news.

WEEKLY SERVICE

CHAIR-WILL RENNER

- Manage sign-up list for weekly meetings and update online duty roster
- Remind members of commitments prior to each meeting.
- Send monthly volunteer list to the bulletin editor

SERGEANT AT ARMS

CHAIR-HOLLY REES

- Set up for each meeting
- Store meeting material
- Maintain decorum

FOOD AND FACILITIES

CHAIR-ROBERT DAVIS

2013-2014 COMMITTEE PORTFOLIO

- Monitor the food quality, service, and quantity
- Communicate with meeting venue regarding food accommodations on an regular basis
- Notify meeting venue when Club will not meet

CLUB AWARDS

CHAIR-MIKE SOUTHERLAND

- Select Bryan Rotarian of the Year.
- Review and publish 100% attendance awards
- Identify other notable accomplishments (i.e. 50 year milestone awards)

2013-2014 COMMITTEE PORTFOLIO

Membership

MEMBERSHIP DIRECTORY

CHAIR- WALTER HINKLE

- Maintain and enhance the on-line directories
- Quarterly review of the directory (Notify members of updates)
- Capture photos for all members

RED RIBBON PROGRAM ADVISOR

CHAIR- TOMMY LIGHT

- Coordinate mentors for new members
- Advise mentors to sit at a different table each week and introduce her or him to members
- Check with member sponsor and member to assist them to complete the Red Ribbon program
- Report to the Club when member fulfills all tasks

ORIENTATION

CHAIR-WALTER HINKLE

- Plan informational meetings with prospective members
- Ensure that prospective members understand Rotary as an international organization
- Inform prospective members of obligations and commitments of Rotary membership

EDUCATION

CHAIR-WALTER HINKLE

- Plan educational sessions to inform members of international, district and club developments
- Assist the President and board to organize quarterly club assemblies
- Conduct special programs at the request of the board

MENTORING

CHAIR-WALTER HINKLE

- Establish a group of member who volunteer to mentor new members
- Assign a mentor to each new member
- Define mentor duties to include introducing new members at each table in the club, coordinate with the Red Ribbon Advisor to complete that program.
- Encourage participation in other Clubs and at the District, Zone, and International level
- Develop a program to retain members beyond 3 years

2013-2014 COMMITTEE PORTFOLIO

MEMBERSHIP ASSESSMENT

CHAIR-WALTER HINKLE

- Review Club membership classifications to identify vacancies
- Establish recruitment strategies targeted at desired groups of participants

FELLOWSHIP GROUPS

CHAIR-ROBERT DAVIS

- Identify shared interest groups
- Encourage and facilitate periodic meetings outside of regular meetings
- Inspire a sustained commitment to Rotary

SOCIAL AND FAMILY ACTIVITIES

CHAIR- ROBERT DAVIS

- Plan quarterly activities or gatherings for Bryan Rotarians open to all members and their families
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SONGS & PARTICIPATION LEADER

CHAIR-MERRILL GREEN

2013-2014 COMMITTEE PORTFOLIO

Public Relations

MEDIA RELATIONS

CHAIR – STEVE KRUSIE

- Publicize Bryan Rotary Club and Rotary International
- Identify media outlets and target them for potential press releases

ADVERTISING

CHAIR – ROBY SOMERFELD

- Devise publicity for marquee events
- PSA's and print ads

SPECIAL EVENTS

CHAIR – MICHELLE WAGNER-YEATTS

- Plan public relations elements of special events
- Schedule PR/Media opportunities and coordinate with event committees

EXTERNAL RELATIONS

CHAIR – STEVE KRUSIE

- Coordinate with CS and Aggieland clubs when appropriate
- Be the club liaison for non-media related activities

SOCIAL MEDIA

CHAIR – MICHELLE WAGNER-YEATTS

- Facebook & Twitter
- Post meeting highlights and special events

CLUB PHOTOGRAPHY

CHAIR–MICHELLE WAGNER-YEATTS

- Photograph memorable Club events
- Devise a plan to deliver them through social media and ClubRunner

ARCHIVES

CHAIR–DEBORAH COWMAN

- Establish a mechanism to record meaningful Club events
- Establish a systematic approach capture and preserve significant Club events

2013-2014 COMMITTEE PORTFOLIO

Service Projects

COMMUNITY

CHAIR- JOE CERAMI

- **BACKPACKS:** Recruit Rotary members to help assemble backpacks once each month Chair: Joe Cerami
- **BLOOD DRIVE:** Sponsor and organize two blood drives at Briarcrest Country Club each year [Chair: Michelle Wagner-Yeatts]
- **CIRCLE OF WOMEN:** To include all the women of the area Rotary Clubs in the Circle of Women House build with Habitat for Humanity. Chair: Joe Cerami
- **MUSTANG WAY UPKEEP:** To monitor the physical appearance of Mustang Way, our Club's Centennial Project, and plan a clean-up day during the Fall and/or Spring to mow grass, pickup litter, etc. as needed. Chair: Joe Cerami

INTERNATIONAL

CHAIR-JOE CERAMI

- Nicaragua project :
- English Language Institute Outreach

NEW GENERATIONS

CHAIR-BUNNY PRATT

- **INTERACT:**
 - mentor the Bryan High Club
 - recruit and support teacher sponsor
 - arrange visits by Rotarians t
- **ROTARACT:**
 - act as a liaison between our Club and the Aggie Rotaract Club
 - arrange visits by Rotarians to campus for meetings
 - invite participation in our Club projects.
- **RYLA:**
 - Identify qualified high school juniors to send to the Rotary Youth Leadership Awards January 10-12, 2014 in Palestine, Texas, a District wide event
 - Emphasize leadership, citizenship, respect & concern for youth, and effective training of youth by youth with the help of adult Rotary volunteers.

FUND RAISING

CHAIR - JOE CERAMI

- **FLAGS ACROSS BRYAN:** [Chair: Shelley Nelson]
- **FIELD OF VALOR:** [Chair: Bunny Pratt]

NEWMAN 10 BUSINESS PERFORMANCE AWARDS CHAIR-JOE CERAMI

- Select the top 10 fastest growing independent small business in Brazos County
- Recognize
 - BRVP Commercialization Rising Star Award
 - ANCO Insurance Award for Lifetime Business Achievement.

2013-2014 COMMITTEE PORTFOLIO

CHARITY OF THE MONTH

CHAIR- JOE CERAMI

- Support with a \$250 contribution paid from the Bryan Rotary Charity Corporation
- Board to select 12 charities

HIGH SCHOOL SCHOLARSHIPS

CHAIR-SHELLEY NELSON

- Award 4-6 Scholarships for graduating Seniors
- Work to identify qualified candidates from high schools in Bryan
- Establish an application process based on the criteria set by the Club
- Review applications and select recipients
- Distribute funds to appropriate institution

VOCATIONAL

CHAIR-JOE CERAMI

• TEACHER MINI-GRANTS:

- call for grant submissions in September
- collect and evaluate proposals
- make cash awards
- arrange a program for the Club in the Spring.

CHAIR- KATHY KRUSIE

• CAREER FAIR:

- participate in B/CS Chamber of Commerce Career Fair
- highlight Rotary as a Service organization
- promote Interact Clubs for high school students

2013-2014 COMMITTEE PORTFOLIO

Rotary Foundation

SCHOLARSHIPS

CHAIR-SHELLEY NELSON

- AMBASSADORIAL SCHOLARSHIPS:
 - Sponsor candidates for academic year scholarships for undergraduate and graduate students or qualified professionals pursuing vocational studies
 - Publicize the opportunity
 - Recommend candidates for sponsorship by our club to the District.

FUNDRAISING

CHAIR-SHELLEY NELSON

- Ensure 100 percent contributions to the Foundation
- Devise a strategy to optimize use of points among Club members

GRANT WRITING PROJECT

CHAIR-DON GREEN

- Begin process of applying for 2013-14 grant
- Ensure that project qualifies

DISTRICT GRANTS - GLOBAL GRANTS

CHAIR-SHELLEY NELSON

- Begin process of applying for 2013-14 grant
- Ensure that project qualifies

POLIO PLUS

CHAIR- SHELLEY NELSON

- Work with the Foundation Chair
- Promote and encourage continuing support for PolioPlus
- Provide updates to the club on the polio eradication campaign

SPECIAL PROGRAMS OF THE ROTARY FOUNDATION CO-CHAIRS-JOHN DELANEY - JOHN ANDERSON

- GROUP STUDY EXCHANGE TEAMS (GSE): Chair: John Delaney
 - Continue (GSE) for District program
 - Recruit GSE Applicants
 - Coordinate activities of the inbound team
- YOUTH EXCHANGE: Chair: John Anderson
 - Publicize the exchange opportunities to the local community
 - Recommends worthy candidates for sponsorship
 - Coordinates with area Rotary Clubs to sponsor and host a high school student
 - Recruits host families to provide room, board, and mentorship for the student

2013-2014 COMMITTEE PORTFOLIO

Club Administration Committee Action Plan

Action Step	Who	What	Where	When	How
Weekly programs	Mitch Morehead	Identify and schedule programs for weekly meetings	Club meeting venue	Ongoing from 1 July	- -Identify knowledgeable speakers -Schedule speakers and non-speaker programs -Follow-up to ensure speaker requirements are met
Club bulletin	Bunny Pratt	Produce Merry-Go-Round	Club meeting venue	Ongoing from 1 July	-
Website	Cathy Hastedt	Act as Webmaster	ClubRunner	Ongoing from 1 July	-\$720 Clubrunner fees
Weekly service	Will Renner	Schedule program participants for weekly meetings	Club meeting venue and online	Ongoing from 1 July	-Sign-up volunteers for service at weekly meetings
Sergeant-at-Arms	Holly Rees	Prepare Club meeting venue for weekly meeting	Club meeting venue	Ongoing from 1 July	Arrive at 11:15 AM and prepare the meeting site.

2013-2014 COMMITTEE PORTFOLIO

Action Step	Who	What	Where	When	How
Food and facilities	Robert Davis, Mitch Morehead, Tommy Light	-Arrange for meeting facilities and food -Monitor and control quality of food -Monitor and control cost of food	Club meeting venue	Ongoing from 1 July	-Confer with meeting facility -Survey membership
Club Awards	Mike Southerland	Establish a roster of club awards	Club meeting venue	Spring	- -Establish a systematic approach to recognizing worthwhile contributions to Rotary and the Community
ClubRunner Training					
Rotary Business After Hours					
Coordinate Programs with PR Committee					

2013-2014 COMMITTEE PORTFOLIO

Membership Committee Action Plan

Action Step	Who	What	Where	When	How
Conduct a focused membership drive	Walter Hinkle, Tommy Light, and Bob Kraus	Identify a strategy to involve current members in membership drive focused on identified classifications	Club meeting venue	Fall	-Need \$750 for prospective member lunches -\$200 for Family of Rotary -\$250 for Directory -Develop a specific plan -Member involvement
Investigate and evaluate "Club in a Club" idea	Walter Hinkle, Tommy Light, and Bob Kraus	Investigate implementation of the Club in a Club method of attracting new members	Restaurant or Club meeting venue	January	-\$500 (Membership development)
Mentor coordinator committee	Bob Kraus	Establish a program to welcome and assist new members to become Rotarians	Club meeting venue	Ongoing from 1 July	-\$1,000 (fellowship events?)

2013-2014 COMMITTEE PORTFOLIO

Action Step	Who	What	Where	When	How
Red Badge Program	Tommy Light	-Review current red badge program -Facilitate completion by new members	Club meeting venue	Ongoing from 1 July	-Monitor new members' progress -Certify completion
Sponsor follow-up responsibilities	Walter Hinkle	Establish a follow-up checklist for sponsors	Club meeting venue	Ongoing from 1 July	-\$500 for Orientation -Devise a system of checks sponsors should use to ensure new member acclimation to Club

2013-2014 COMMITTEE PORTFOLIO

Public Relations Committee Action Plan

Action Step	Who	What	Where	When	How
Media Relations	Steve Krusie	Publicize Bryan Rotary Club and Rotary International	Club meeting venue	Ongoing from 1 July	Identify media outlets and target them for potential press releases
Advertising	Roby Somerford	Devise publicity for marquee events	Club meeting venue	Ongoing from 1 July	PSA's and print ads
Special Events	Michelle Wagner-Yeatts	Plan PR element of special events	Club meeting venue	Ongoing from 1 July	Schedule PR/ Media opportunities and coordinate with event committees
External Relations	Steve Krusie	Coordinate with CS and Aggieland clubs when appropriate	Club meeting venues, online, by phone	Ongoing from 1 July	Be the club liaison for non-media related activities
Social Media	Michelle Wagner-Yeatts	Facebook & Twitter	Online	Ongoing from 1 July	Post meeting highlights and special events
Photography	Michelle Wagner-Yeatts	Photograph memorable events in Club events	Various venues	Ongoing from 1 July	-Devise a plan to deliver them through social media and ClubRunner

2013-2014 COMMITTEE PORTFOLIO

Action Step	Who	What	Where	When	How
Archives	Deborah Cowman	Establish a mechanism to record meaningful Club events	Online	Ongoing from 1 July	Establish a systematic approach capture and preserve significant Club events

2013-2014 COMMITTEE PORTFOLIO

Service Projects Committee Action Plan

Action Step	Who	What	Where	When	How
Teacher mini-grants	Kathy Krusie	Continue current program. Provide ?? mini-grants	BISD	-Application process by when?? -Awards when??	-Need \$10,000 -Contact schools
Field of Valor	Bunny Pratt and Committee	Organize: -flag display -educational program -raise funds	Veterans' Park	-Place 1,000 subscribed flags in the park -Sell subscriptions and sponsorships	-Direct contact -Advertising -Anticipate net contribution of \$25,000
Flag Program	Shelley Nelson and committee	-Sell subscriptions to flag program -Organize flag placement	Bryan Flag Route	-Market in <i>the Fall or August?</i> -Organize deliveries	-Anticipate net contribution of \$13,500
Newman 10	and Committee	Organize event recognizing 10 fastest growing small businesses in community	Bryan and the CS Hilton	Spring 2014	-Nominate candidates -Solicit applications -Prepare program
Texas Trash Off	Joe Cerami - Will Renner	-Clean section of highway -Organize meal	Bryan Hwy. 6	During official TXDOT time	-Solicit volunteers -Organize effort

2013-2014 COMMITTEE PORTFOLIO

Action Step	Who	What	Where	When	How
Habitat Faith Playground	Bob Kraus (See Foundation Action Plan)	-Organize effort to build playground in Habitat neighborhood -Execute construction plan	Habitat Park	November through February (see Foundation Action Plan)	-Recruit work committee (involve as many as possible) -Complete work with \$6,000 total budget
RYLA	Bunny Pratt and Committee	Send Youths to RYLA	Palestine	January 10-12, 2014	-Recruit participants -Organize transportation
Blood Drive	Michelle Wagner-Yeatts and committee	Organize and schedule at least two blood drives annually	At Club	-January -August	-Establish calling groups -Recruit donors -Reach out to other groups
BISD Homeless Student Food Bank	Mike Southerland Tommy Light Heidi Boas	Cooperate with BISD staff	BISD	Ongoing	-Use grant funds to supply pantry -Involve Rotarians in delivery
Backpack Program	Joe Cerami - Wil Renner	-Schedule backpack stuffing sessions -Recruit volunteers	Food Bank	Ongoing	-Sign up volunteers
Charity of the Month	Stephanie Simpson	Collect donations for designated charity	Club	Each week	-Collect donations of awards and contributions
Salvation Army Christmas	????	-Bell Ringing -Angel Tree	-Community -Club	Christmas	-Recruit donor and volunteers -No budget impact

2013-2014 COMMITTEE PORTFOLIO

Group Study Exchange	John Delaney	Continue current program	District 5910	-Application process by <u>August</u> -Awards <u>Spring</u> -Trip April/ May	-Solicit participants
Partnership with Texas A&M University International Student Services	Joe Cerami	Explore opportunities to become involved with international community at Texas A&M	TAMU	2013-2014	-
Youth Exchange	-John Anderson	Host exchange student	BCS	Academic year	-Recruit host families -Cooperate with College Station and Aggieland Clubs -Need \$400
Also discussed					
Ambassadorial Scholarships					
Rotary International in the News					
Rotary Projects: Water Wells and Children of the Dump					

2013-2014 COMMITTEE PORTFOLIO

Foundation Committee Action Plan

Action Step	Who	What	Where	When	How
Refine Scholarship program	Shelley Nelson and committee	Design program based on stated scholarship requirements	BISD	-Application process by August -Awards in the Spring	-Need \$2,000 budget -Review requirements -Contact schools
Participate in RI -Annual Fund -Polio Plus -Paul Harris Fellows	Shelley Nelson and Janie Williams	Inform and energize members to participate in these activities	Bryan Club	Present a program in the fall to inform members about Foundation and Polio Plus	Member Access reports -Direct contact -Existing RI resources
Current Grants	Shelley Nelson and committee (see Service Committee Action Plan)	Rotary Habitat Park	Habitat Park	Plan in November Execute in Jan.-Feb.	-\$3,000 from club -matched by district \$3,000 -Separate bank account
Future Grants	Shelley Nelson and Don Green	New grant application for 2014-15	District 5910	Before April 1, 2014	Online reporting

2013-2014 COMMITTEE PORTFOLIO

APPROVED 2013-2014 BUDGET

GL Account Number	Description update 6/20/2013	Notes	Price	No	Budget Amount
Revenues					
000715.30	Bulletin Income				0.00
000719.10	Dist Governors Induction Meals				0.00
	Dist Gov Dave Johnson Expenses Donation Fund				3,500.00
000790.50	Dist Simplified Grant	1			3,000.00
000723.40	Field of Valor - Sponsorships				15,000.00
000722.40	Field of Valor - Subscriptions		30	263	7,890.00
000720.40	Flags Revenue - Yard Flags		30	412	12,360.00
000702.10	Initiation Fees \$100 each est 7 new members		100	7	700.00
000705.10	Interest Income				250.00
000711.10	Meals - full 150/qtr x 4 x 71 members		600	69	41,400.00
000713.10	Meals - None 260/yr		260	11	2,860.00
000712.10	Meals - Rule of 85 400/yr		400	30	12,000.00
000714.10	Meals - Visitors 15/meal		15	120	1,800.00
000701.10	Member Dues Int \$69/yr, Dist \$34/yr, Club \$100		200	110	22,000.00
	Newman 10 Decorations				500.00
000740.10	Newman 10 Meals				8,500.00
000730.80	Polio Eradication				1,000.00
000735.80	RI Annual Program Fund				12,000.00
000725.40	Rotary Benefit Dinner Revenue				0.00
	Teacher Mini Grant Donations				5,000.00
	Web Advertisement				300.00
	Total Revenues 2013-2014				150,060.00

2013-2014 COMMITTEE PORTFOLIO

		Expenses			
Administrative Expenses					
100916.10	Bank Charges				25.00
100902.10	Chamber of Commerce Dues				275.00
100903.10	Chaplain & Memorial Trees				0.00
100904.10	Dist Assembly				150.00
100905.10	Dist Conference Expense				1,500.00
100906.10	Dist Conference Gift				75.00
	Dist Gov Dave Johnson Expenses Donation Fund				3,500.00
100908.10	Dist Governor's Induction				0.00
100907.10	Dist Governors Induction Meals				0.00
100909.10	Dist Governor's Visit				100.00
100910.10	Dist Mid-Year				150.00
100912.10	Dues - District 5910 \$34 per person x 120 members		34	110	3,740.00
100913.10	Dues - Rotary International (69 * 114)				7,866.00
100935.10	Equipment & Supplies - Secretary Use				1,000.00
100915.10	Initiation Fees				700.00
100918.10	Meals \$14/meal x 85 avg members x 45 meetings per yr	7	85	14.00	55,930.00
100923.10	Musician				1,320.00
100964.10	Newman 10 - Meals				8,500.00
100926.10	P.O. Box Rental				200.00
100927.10	Past-President's Pin/Plaque				325.00
100928.10	PETS	6			1,700.00
100929.10	President's Contingency				500.00
100930.10	Printing				100.00
100937.10	Processing Fees (SAGE or Pay Pal)				700.00
100931.10	RI Convention	3,5			5,000.00
100932.10	Secretary Honorarium				3,300.00
100933.10	Sergeant-at-Arms				0.00
100934.10	Speaker Books - Bryan Library [Field of Valor Flag Donated]				delete item
100914.10	Teacher Mini Grant Meals				delete item
	Total Administrative Expenses				96,656.00
Membership Expenses					
200955.20	Awards				300.00
200959.20	Directory				250.00
200956.20	Family of Rotary				200.00
200957.20	Fellowship Events				1,000.00
200958.20	Membership Development				500.00
200960.20	Orientation				500.00
	Total Membership Expense				2,750.00

2013-2014 COMMITTEE PORTFOLIO

Public Relations Expenses					
300950.30	Advertising/Sponsorships				0.00
300937.30	Archive/History				0.00
300938.30	Bulletin				1,200.00
300940.30	Newman 10 - Awards				350.00
	Newman 10 - Decorations				2,000.00
300941.30	Newman 10 - Postage				250.00
300946.30	Photography				0.00
300947.30	PR Photos, Etc				200.00
300948.30	Website Clubrunner Fee				750.00
	Total Public Relations Expenses				4,750.00
Primary Fundraising Expense					
400950.40	Field of Valor Recurring Exp				4,000.00
600965.60	Field of Valor Field Trips				3,760.00
400948.40	Flags Expense				1,300.00
400951.40	PayPal Fees - Flags				delete item
400949.40	Rotary Benefit Dinner Costs				0.00
	Total Primary Fundraising Expense				9,060.00
Primary Community Service Expense					
500966.50	4-H Gold Star Award				delete item
500947.50	Camp RYLA				1,750.00
500968.50	Early Act First Knight				delete item
500942.50	Environment/Beautification				0.00
500951.50	GSE Team - Sending				0.00
500952.50	GSE-Receiving				950.00
500948.50	Interact				500.00
500953.50	International Projects				0.00
500993.50	Other International Service				0.00
500965.50	Other Vocational Service (Dist Simplified Grant)	2			6,000.00
500970.50	Project Graduation				0.00
500946.50	Veterans Parade				0.00
500954.50	Visiting/Ambassadorial Scholar				0.00
500950.50	Youth Exchange				500.00
	Total Primary Community Service Expenses				9,700.00

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Secondary Community Service Expense					
600969.60	4-H Gold Star Award				500.00
600971.60	Mustang Way Utilities				250.00
600967.60	Scholarships Recurring 4 Year				2,000.00
600963.60	Teacher Mini-Grants (includes \$250 for Teacher Meals)				10,000.00
	Total Secondary Community Service Expense				12,750.00
Rotary Foundation Expenses					
800961.80	Polio Eradication				1,000.00
800962.80	RI Annual Program Fund				12,000.00
	Total Rotary Foundation Expenses				13,000.00
	Total Budget Expenses (Grand Total)				148,666.00
	Budget Net Revenue or (Net Loss) Including Prior Yr Inc/Exp				1,394.00
	Budget 13-14 Net Revenue or (Net Loss)				5,894.00