**Meeting Date: Monday, May 16, 2016 Location: Boulder Rotary Club Office**

Present: Stan Benson, Bobby Brown, Deidre Farrell, George Garmany, Deborah Kelly, Amir Massihzadeh, Bill Meyer, Anne-Marie Reader, John Regur- non-voting, Dorothy Rupert, Diana Royce Smith - non-voting, Brad Wiesley.

Absent: Tom Chesney Guests: Marty Evans, Tony Martinez, Chad Stamm

A quorum being present, President Stan Benson called the meeting to order at 4:29 p.m.

**1. The following items were approved unanimously as part of the amended Consent Agenda**:

* Minutes of the 3/28/16 Meeting, as adjusted to include the names of members terminated by the Board and eliminate reference to an agenda item that the Board did not address.
* New Members:

Jeff Rose - BNGRC, proposed by Marika Meertens, classified as Health Care, approved by email.

Carol Van Dyke, proposed as an Honorary member by Diana Smith.

People who work in the Club Office have been proposed as Honorary members for the last 18 years whenever they are not already Rotarians. Being a Member simplifies access at Rotary International and District 5450 to conduct their work. When Carol joins the Club Office staff,   
she should become an Honorary member of the Club.

1. **Affirm previous Board decision on collection efforts**

Reviewing actions at its April 25, 2016 meeting, the Board voted 7-1 in favor of sending the two seriously past due accounts to a collection agency if the members do not respond to the letters sent by the Club alerting the members that their accounts would be set for collection. The Board does not authorize the Club Office to submit member accounts for legal action.

1. **Authorize Chase Bank signatures effective July 1, 2016**

The Board unanimously authorized the following Club Officers with signature authority on the Club accounts at Chase Bank as of July 1, 2016: President Bill Meyer, Past President Stan Benson, President-Elect Martha Coffin Evans and Treasurer John Regur.

1. **Schedule Boulder Rotary Club Board meetings**

June 2016: Stan Benson invites outgoing and incoming Board members and their spouses/partners to his home, 2962 Shale Court, Superior, on Monday, June 27, 2016, at 5:30 pm for a social occasion. If a substantive Board meeting is needed in June, it can be conducted at that time, or by email vote, or arranged later.

2016-17 Rotary year: PE Bill Meyer will check with incoming and remaining Board members on a date and time for Board meetings in 2016-17, including the July meeting. Board members appear to have conflicts for potential July dates.

**Discussion**

**1. Finance Committee 2016-17 Budget Projections:**

For the past several weeks, the Finance Committee has been working on a proposed budget for 2016-17. One basic premise of this work has been that, while the Club books and financial records will remain consolidated, it will help to consider separate plans for a Club Office and Operations budget and for a “Good Works” / Service Activities budget.

The Finance process addressed very complicated issues and neither draft is a finished product. It is anticipated that they will be “living documents,” to be refined by the Board throughout the 2016-17 Rotary year. The Board reviewed the documents and approved moving forward with tentative agreement on some budget elements so that committees and others will have some basis for planning. The draft plans are attached as part of these minutes.

The following tentative agreements on the budget were reached by the Board:

Club Office and Operations budget:

* The Club Office and Operations budget will be entirely funded from dues and meals charges.   
  As has always been the case, no funds gained from fundraising or the Boulder Rotary Club Foundation will be used to pay for club administration.
* There will be no dues increase.
* Rotary International has advised that initiation (admission) fees will not be charged effective 7/1/2016. It costs BRC $200 to process a membership proposal, provide new members with materials, pin, badges, etc., and set up the member in databases, etc.
* Revenue is projected based on BRC having 200 Friday club members, 25 BNGRC members, 25 Roots members.
* 114 “Friday club” Active Ordinary members pay for meals in advance, and 86 AE members and members on leave, including BRC.Roots members, pay only for the meals they eat.
* BRC will go dark on Oct. 28 for Wicked Good.
* Quickbooks account 5440 will be renamed “New member transition expenses”.
* The Club Office and Operations budget draft does not account for the contract of the club administrator and a number of expense categories, pending the completion of contract negotiations with Carol Van Dyke.
* Only BRC members who are first-time District 5450 Conference attendees may ask for any Club reimbursement on the registration fee. Such reimbursement will be at the rate of 50%, on request.
* BRC members attending District training events may ask for a 50% Club reimbursement of training registration fees.

The Board discussed but did not reach final determinations on these matters related to the Club Office and Operations budget:

* Whether to continue giving dollar credit for makeups, whether to continue giving dollar credit for other than Red Badge meetings, and whether the credit should continue to be $13 or a different figure. Discussion centered on providing an incentive for new members to attend Red Badge meetings.
* Whether the current Club policies on which guests and visitors are guests of the Club and do not pay for a Friday meeting meal should be adjusted. The categories of guests and visitors who currently are not charged include:
  + Prospective member who is not a member’s guest Youth Relations students
  + Prospective member who is a member’s guest Adelante students
  + Proposed member until induction Interact and Rotaract students
  + BNGRC members Journaling students & teachers
  + Peace scholarship recipients Vocational scholarship recipients
  + Resident scholarship recipients Study Abroad scholarship recipients
  + CU and Naropa scholarship staff members Ambassadorial scholarship recipients
  + Parents of scholarship recipients Literacy tutors and staff members
  + Adult Learner Award recipients’ families Adult Learner Award recipient
  + Brief presenters - committees, awards, etc. Club Office staff members
  + Friday Program Presenters Two guests per Program Presenter
  + Visiting Rotary dignitaries - DG, ADG, etc. Family members at memorials
  + Honorary Club members Rotarian widows/widowers

The “Good Works” / Service Activities Budget:

* The Club’s service activities budget will be entirely funded from fundraising. No funds from dues or meals will be used to pay for good works.  If the good works budget has a year-end surplus over and above outstanding appropriations, those funds will be available the following year for good works.
* 100% of any charitable contributions to BRCF in 2016-17 that are designated for BRC projects (for birthday, Wine2Water, Wicked Good, etc.) will be sent as grants from BRCF to BRC.
* “Carryover” deficits from unspent scholarship and international projects are planned to be reduced by roughly 50%. Past year budgets have not accounted for commitments made by various committees in one year, but which have not yet been paid by fiscal year end. By current Board policy, these include WCSC commitments for projects that have not received TRF approval and scholarships awarded in the spring of one fiscal year but not paid until the following fiscal year. The draft 2016-17 budget leaves a significant deficit for 2017-18. However, to cut that deficit to zero in a single year would mean essentially no new good works spending in 2016-17.
* Board policy has been that once funds are budgeted, they remain at the disposal of the Vocational, Residential, and Study Abroad Scholarship and World Community Service committees to spend. Funds awarded by BRC Committees to scholarships that are not used by recipients and grant projects that do not proceed have remained with the committees for re-allocation to different scholarship recipients and grant projects. The proposed 2016-17 budget includes a policy change; unused funds would revert to the Club’s fund balance for the Board to re-allocate as it deems appropriate, taking donor direction into account as necessary, rather than remain with committees for re-allocation.
* If fundraising for good works does not meet projections, budgets for various committee may be reduced even further by mid-year.  Conversely, if fundraising exceeds projections, the Board could decide to increase service activity committee budgets during the fiscal year.  Committee chairs will be informed and encouraged to assist in fundraising.

**3. Additional Club Awards suggestions for Awards Committee consideration**

The Awards Committee has been gathering nominations for Club awards. It plans to meet in the first part of June to review nominations and decide on recipients. If Board members have additional ideas, please contact the Awards Committee, chaired by Mike Brady, in May.

**Information**

1. **Secretary’s Report**

Boulder Rotary Club had 240 members, 155 Active Ordinary and 85 Active Exempt at the end of February The AE category includes 23 BRC.Roots members and 13 Active Ordinary members on a leave of absence. Three members left the Club. There are 21 BNGRC members and 10 Honorary members. Six member prospects are awaiting induction.

The average age of AO members is 58 and the average age of AE members is 75, while the whole Club’s average age is 64. AO and AE women are several years younger than AO and AE men. Women comprise 35% of Club members. Attendance for April was just under 47% counting Club meetings and make-ups.

The meeting was adjourned at 6:29 p.m.

Respectfully submitted,

Diana Royce Smith

Secretary

**Outgoing & incoming Board members & spouses/partners are invited for a social occasion:**

**Stan and Karen Benson’s home, 2962 Shale Court, Superior**

**Monday, June 27, 2016, at 5:30 pm.**