

Executive Board Meeting Minutes

Date: March 17, 2026

Location: Virtual

Time: 7:00 p.m.

Attendees:

President: Frank Proto (FP)

Past President: Frank Busch (FB)

Treasurer: Melissa Grassmick (MG)

New Generations: Willie Findlater (WF)

Fundraising: Peggy Southin (PS) & Midge Behnke (MB)

VP and President Elect: Stephanie Oliver (SO)

Secretary: Cassandra Capone (CC)

Membership: Kendall Jessiman (KJ)

Regrets:

Administration & Public Relations: Queena Pan (QP)

Giving: Deb Winsby (DW)

Community Services: Melissa Hunt-Anderson (MHA)

Giving: Kathy Hogan Lordon (KHL)

Foundation: Jane Tench (JT)

Agenda #	Title	Presenter:
1.0	CALL TO ORDER	FP
	<ul style="list-style-type: none"> ● Chair: FP ● Time: 7:05 p.m. 	
1.1	DECLARATION OF CONFLICT OF INTEREST	FP
	<ul style="list-style-type: none"> ● No conflicts were declared. 	
1.2	ACCEPTANCE/AMENDMENTS TO AGENDA <ul style="list-style-type: none"> ● No formal agenda was presented. 	FP
1.3	APPROVAL OF PREVIOUS MEETING MINUTES <ul style="list-style-type: none"> ● Not done 	
2.0	REPORTS	
2.1	Presidents Report	FP
	<ul style="list-style-type: none"> ● An update was provided regarding the appointment of a new Assistant District Governor, who will be attending the upcoming Thursday meeting. ● The district has established a fundraising goal of \$1 million for the Rotary Foundation for the 2026–2027 term. A question was raised about whether this initiative may impact the club’s local fundraising priorities. It was clarified that efforts toward the district fundraising goal are not intended to detract from other key areas of focus within the club, but it is a question that will be asked on Thursday. ● Planning for Rotary Days at City Park is ongoing, with the event date still to be confirmed. Concerns were raised regarding potential logistical challenges, as the proposed timing may coincide with a BC Lions home game. The Board discussed the possibility of selecting an alternate date to avoid scheduling conflicts, which FP will take to next meeting. 	

2.2	Past President Report	FB
	<ul style="list-style-type: none"> KHL and FB have begun meeting with club members as part of their efforts to establish the governance committee and mentorship within the club. 	
2.3	President-Elect Report	SO
	<ul style="list-style-type: none"> Focused on finding a Vice President for next Rotary year. 	
2.4	Secretary Report	CC
	<ul style="list-style-type: none"> Nothing to report 	
2.5	Treasurer Report	MG
	<ul style="list-style-type: none"> MG is proceeding with the establishment of a new post office box through PostNet. SO & FP will provide MG with their set of keys this week. All funds allocated to the Giving Committee for the current calendar year have been distributed to recipients. Approximately \$17,000 remains to be allocated by the Giving Committee for the remainder of the current Rotary year. 	
2.6	Foundation Report	
	<ul style="list-style-type: none"> Chair not present 	
2.7	Membership Report	KJ
	<ul style="list-style-type: none"> A committee meeting was held to review current priorities and initiatives. The committee is seeking to recruit one additional member to support its work. Discussion included the development of a mentorship framework for new and existing members. As a long-term objective, the committee is working to better define the club's identity and target audience. Emphasis was placed on fostering equity, diversity, and representation that reflects the broader community. 	
2.8	Community Services Report	
	<ul style="list-style-type: none"> Chair not present See Community Services Report provided by MHA 	
2.9	New Generations Report	WF
	<ul style="list-style-type: none"> WF to set up a date w CC to talk to Interact Club re Mazatlan Water Project Further details to be provided via email from WF to CC 	
2.10	Giving Committee Report	
	<ul style="list-style-type: none"> Chair not present 	

	<ul style="list-style-type: none"> An email update from KHL indicated that there are no new items ready for presentation at this time. 	
2.11	Administration Report	
	<ul style="list-style-type: none"> Chair not present 	
2.12	Public Relations Report	
	<ul style="list-style-type: none"> Chair not present 	
2.13	Fundraising Report	PS
	<ul style="list-style-type: none"> PS has been in communication with the City regarding the Field of Crosses initiative. The City is currently reviewing the proposal and has not yet provided confirmation. PS will follow up by visiting City Hall in person to further discuss and explain the proposal. Outreach has also been made to the Westbank First Nation near the Petro-Canada station; a response is pending. PS has sent an email to Queena requesting inclusion of information in the club newsletter regarding Save-On-Foods gift cards. The fundraiser is scheduled to commence at the April 2 meeting. 	
3.0	OTHER BUSINESS	
	Taste of India Event <ul style="list-style-type: none"> A sign-up sheet has been distributed to members for volunteer roles for the Taste of India. A pre-event meeting is scheduled for April 2 to review roles, responsibilities, and event logistics. 	
4.0	NEW BUSINESS	
	<ul style="list-style-type: none"> None 	
5.0	ADJOURNMENT	
	Time: 7:59 Motion to Adjourn: FP Seconded by: FB Result: Carried unanimously	

Next Board Meeting:

- In person: Tuesday, April 21, 2026 @ 5:30 p.m. at Providence Funeral Homes, 2541 Churchill Road, West Kelowna, BC V4T 2B4