



**ROTARY CLUB OF TACOMA #8  
BOARD MEETING MINUTES  
Monday August 28, at 4:00 P.M.  
President Greg Rolsma, Presiding**

<b>Board Member</b>	<b>Office</b>	<b>Present</b>	<b>Excused</b>
Greg Rolsma	President	X	
Maria Harlow	Immediate Past President	X	
Chris Serface	President-Elect	X	
Whitney Grisaffi	Vice President	X	
Sherri Stanton	Secretary 2022-2024	X	
Dan Bogart	Treasurer 2023-2025	X	
Emily Mendez-Bryant	Board Member 2021-2024 Term	X	
Tim Daly	Board Member 2021-2024 Term	X	
Diane Tilstra	Board Member 2021-2024 Term	X	
Doug Hedger	Board Member 2022-2024 Term	X	
Miriam Barnett	Board Member 2022-2025 Term	X	
Corey Hjalseth	Board Member 2022-2025Term	X	
Randy Kinnamon	Board Member 2022-2025 Term	X	
Stephen Deal	Board Member 2022-2025 Term	X	
Sharon Benson	Board Member 2023-2026 Term	X	
Barbara Wyatt	Board Member 2023-2026 Term	X	
John Bailey	Board Member 2023-2026 Term	X	
Joy Vivar Beeks	Board Member 2023–2026 Term	X	
Kathi Willis	Club Administrator	X	
Scott Winship	Guest	X	

**Meeting called to order at 4:00 PM.**

Greg welcomed board members.

**CONSENT AGENDA:** Chris moved to approve the consent agenda, including board meeting minutes from July 24, 2023 and executive committee minutes from August 8, 2023. Whitney seconded. **All in favor, motion passed.**

**TREASURER’S REPORT:**

Dan provided a written report and reviewed the following items:

A minor adjustment to the 6/30/23 financial statement was made since the last meeting to account for staff accrued benefits that were paid out totaling \$3,100. This increased the operating loss to \$14,300.

July financials were not closed as of the board meeting as the bank statement had not been received. Due to the timing of the US Bank statements, a preliminary report is provided to the treasurer monthly and Dan proposed that financial reports be provided to the board on a quarterly basis moving forward.

Dan acknowledged the work of finance committee co-chairs Barbara Mead and Nick Frank in conducting a review of the club’s accounting practices. Their report will be reviewed with the board next month.

The finance committee had previously recommended a reserve policy be adopted by the board for the Fundraising Account. Dan proposed a reserve policy in the Fundraising Account of 3 months expenses to match the Operating Account reserve policy. The board discussed the proposal.

Doug motioned to set the Fundraising Account reserve at 3 months as recommended by the club treasurer. Maria seconded. **All in favor, motion passed.**

Discussion of funds available to invest in a major or community project. As of the date of the board meeting, there was \$169,900 surplus cash available in the Fundraising Account. The board-designated restricted funds of 3 months expenses equaled \$64,900. Total surplus cash of \$169,900 less restricted funds of \$64,900 equals \$105,000. \$105,000 from the Fundraising Account could potential be available to allocate towards a community project.

Discussion of available funds in the Operating Account. Board was not comfortable using Operating Funds toward a project at this time.

### **ADMINISTRATIVE WORK**

#### **Lunch locations**

Chris reported that several organizations including Tacoma Arts Live and Silver Cloud had responded that they could not accommodate our club's requirements. He is still waiting to hear back from several other venues. Chris will reach out to Bates Technical College and Adam Cook. Kathi is exploring meal options with La Quinta in the meantime.

#### **Club Administrator Search**

Greg has screened all applications and will share 9 with the executive committee for further review. Greg will convene executive committee members at 11am before Thursday's meeting to discuss applicants.

The club is interested in posting the position on LinkedIn. Chris offered to try to set up a Rotary 8 LinkedIn account.

Discussion of outsourcing administration. Corey will send a contact to Greg for possible exploration.

#### **Membership**

Corey motioned to approve Alecia Cunningham as a returning member. Miriam seconded. **All in favor, motion passed.**

Discussion of new member joining fee.

Chris moved that returning member whose membership has lapsed between 13 and 23 months be charged half of the new member fee instead of the full fee. Dan seconded. **All in favor, motion passed.**

#### **Raise the Paddle**

Discussion of the allocation of Raise the Paddle funds from the April 2023 auction.

Chris moved that the Raise the Paddle funds be allocated evenly among the three committees (scholarship, international service, grants) as in past years. Joy seconded. **All in favor, motion passed.**

### **COMMITTEE REQUESTS AND UPDATES**

Greg shared that he is looking at assigning all board members a liaison duty.

**DEAI** - No update. Greg acknowledged Bryan Flint for his presentation at the Leadership Assembly.

**Projects** - No update

**Grants** – Committee is on hiatus

**International Services** – No new meetings until September

**Auction** – Karen Meier has volunteered to be the auction chair

**Classification** – Tim acknowledged the committee's work in turning new members around quickly. 2 new members and 1 returning member have recently been vetted.

**Orientation** – the committee is up to speed with new members

**Interact** – On hiatus until school starts

**Engagement/Fellowship** – Firesides are coming up in September

**Foundation/PGG** – Whitney shared that the committee has a \$90,000 goal and is optimistic about reaching it based on past giving trends. They have a participation goal of 125 members. Over \$40,000 has been raised so far.

**Literacy** – the committee is ordering books for Jennie Reed Elementary’s library.

**Major Project** – Greg will assign a new liaison

**Military** – no report

**Programs** – Programs are booked through October and in to November. The committee is seeking more diversity in introductions of speakers, and club members are encouraged to volunteer.

**Youth Exchange** – This year’s students are here! Raul arrived on Sunday and Tomas is arriving on August 28.

**Scholarship** – Sharon will be meeting with co-chair Alex to review new ideas for committee

**Vocational Services** – January 18<sup>th</sup> is the Business Expo

**Welcome** – The committee is connecting with Fellowship to plan a social

**Communications** – no report

### **Nominating Committees**

Joy Vivar-Beeks and Steve Smith will be joining Chris on the board nominating committee

Pete Taylor, Linda Kay Briggs, Brenda Gasper and Carol Webster will be joining Greg on the officer nominating committee

### **NEW BUSINESS**

Next board meeting will be moved to Tuesday, September 26<sup>th</sup> for the Yom Kippur holiday.

The Tacoma North club has invited Tacoma Rotary 8 to attend their September 5<sup>th</sup> meeting and a social event at Highland Hills Golf Club on August 29<sup>th</sup>. Board members are encouraged to attend and can coordinate with Greg for details.

Guest Scott Winship provided an update on youth protection training. All board members who haven’t participated in the training will be sent an email to complete it. The goal is to have every board member complete the training. The next level of youth protection is to get certified and Scott can help facilitate that. Interested members should reach out to him directly.

The club began reviewing the “What Would You Add to Rotary 8” ideas generated by attendees of the Leadership Assembly.

**Meeting Adjourned – 5:30 pm**

**Next Board meeting Date: Tuesday, September 26, 2023, 4:00 – 5:30 pm, Rotary Office**

**Recorded by: Sherri Stanton, Secretary**