



**ROTARY CLUB OF TACOMA #8  
BOARD MEETING MINUTES  
Monday April 20, 2020 at 4:00 P.M.  
President Elect Kathryn Nelson, Presiding**

<b>Board Member</b>	<b>Office</b>	<b>Present</b>	<b>Excused</b>
Carol Duris	President 2019-2020		X
Linda Kaye Briggs	Immediate Past President	X	
Kathryn Nelson	President Elect 2020-2021	X	
Kim Bedier	Vice-President	X	
Cindy Niemi	Secretary 2018-2020	X	
Robin Echte	Treasurer 2019 -2021	X	
Jan Brazzell	Board Member 2017-2020 Term	X	
Bryan Flint	Board Member 2017-2020 Term		X
Jim Henderson	Board Member 2017-2020 Term	X	
Harrison Laird	Board Member 2017-2020 Term	X	
Libby Catalinich	Board Member 2018-2021 Term	X	
Jace Dwinell	Board Member 2018-2021 Term		X
Daryl Hembry	Board Member 2018-2021 Term		X
Carol Webster	Board Member 2018-2021 Term	X	
Diane Kelleher	Board Member 2019-2022 Term	X	
Christina Turner	Board Member 2019-2022 Term	X	
John Schneider	Board Member 2019-2022 Term	X	
Gil Quante	Board Member 2019-2022 Term	X	
	<b>Other Attendees</b>		
Sherri Stanton	Incoming Board Member	X	
Clay Zang	Incoming Board Member	X	
Jackie Farrar	Incoming Board Member	X	
Chris Serface	Incoming Board Member	X	
Cindy Grady	Secretary Elect	X	
Maria DeVore	Vice President Elect	X	
Kathi Willis	Club Administrator	X	

**Virtual meeting (due to Governor Inslee's order Stay Home. Stay Healthy. Re COVID-19 virus) called to order at 4:05 PM. A quorum was present.**

**CONSENT AGENDA**

Note: The Consent Agenda was approved in one motion, with discussion only on those items where there were questions or changes.

- Minutes of the March 30, 2020 Board of Directors meeting
- Minutes of the April 14, 2020 Executive committee

Jan motioned, Carol seconded, to approve the consent agenda as presented. **Motion Carried.**

**ADMINISTRATIVE WORK**

**Treasurer 3<sup>rd</sup> Quarter Review** – Before the discussion commenced, Kathryn shared that the Tacoma Rotary 8 trust funds were decreased by \$275,806 for the quarter with a current market value of \$1,431,802. She also confirmed that Treasurer Robin Echte reviewed both the Operating and Fundraising budget and asked Robin to share the following highlights. Dues are better than last year. New member income is a bit low but predicted to catch up. Meeting sponsorships are ok. The Business expo didn't happen, and fines are a bit low as expected. Operating expenses are on target with prepaid meals showing a net gain at this point. 110<sup>th</sup> Anniversary celebration was a net loss of \$4,062, as expected. Fundraising expenses are all under budget at this point. Aging account receivables are ok, people are paying.

**2020-21 Proposed Operating Budget** – Kathryn shared the proposed 2020-21 operating budget based on 258 people with many of the same budget numbers as last year. The biggest change is that we could potentially lose our member base. We have 10 members in the queue which will take us to a membership of 279. Annually we lose an average of 10% of members who don't renew so it makes sense to keep the budget at 258 rather than base it on a membership of 279. Jan was surprised we would base our budget at 258 as she feels this is

a little high. She proposed we should be more conservative given the economic times. Carol agreed and pointed out that the RYE program for inbound may not happen so that would be a reduction in expenses. Kathryn pointed out that since the funding for RYE comes from fundraising, this will not affect operating expenses. Jim said he trusts the judgement of the Executive Committee and feels the budget numbers suggested make a lot of sense and we should support it. Linda Kaye agreed with Jim. Jan was wondering if we have a sense if new members are going to follow through at this time. Maria shared she is keeping the membership process moving forward and will connect with each prospective member to find out where they are at. Kathryn pointed out that we did look at the scenario of 220 members and if we did that, the budget would be in the negative (\$7K). Linda Kaye agreed with Jim and shared that Kathi and others have been reviewing this for years and they have some great experience. We can assess what happens and it's not set in concrete. Kathryn pointed out that a large item on the budget is line 4060 Administration Fee which is paid by the Rotary Foundation to the club in order to provide administration of the club. This helps us run our office. The amount of \$66K was approved by the Foundation board. In summary, new member fees and renewals is what this budget highly depends on.

Linda Kaye motioned, Gil seconded to approve the 20-21 budget based on 258 people. **Motion Carried.**

**Membership Report. 269 members.** Harrison reported T'wina Nobles has been approved by the Executive Committee as a new member. Harrison motioned, Jan Brazzell seconded to ratify T'wina Nobles as presented. **Motion Carried.**

**COVID-19 Relief Fund –** Linda Kaye reported that the board-approved ad hoc committee working on our club's COVID-19 relief efforts has done a lot of great work in preparation of the following proposal. The team, led by Linda Kaye, includes Carol Webster, Christina Turner, Diane Kelleher, Jan Brazzell, Kathryn Nelson, and Kathi Willis. Linda Kaye shared that the original thought of donating \$25K from our club to the Pierce County Connected fund was not enough. They decided to raise the goal to \$100K with \$50K from the Rotary Foundation and a match from club members. The Exec. Comm. approved this plan. Kathryn and Linda Kaye met with the Rotary Foundation board and they approved the ask. A list of 15 Rotary member prospects were compiled by the ad hoc committee for pre-asks before going to the general membership. Only one said no and a list of who said yes was provided. To date, the ad hoc committee has raised \$46,400, leaving \$3,600 left to raise. Since this is our club's 110<sup>th</sup> anniversary, it was proposed to stretch for the goal of \$110,000. Christina and Linda Kaye will be sending out an email with a letter and pledge form to everyone who has not donated. Christina has put together a communication plan to advertise this opportunity. We are expecting 100% of the trustees to give.

Linda Kaye motioned, Libby seconded to approve the ad hoc committee's plan to raise \$110K for Pierce County Connected fund consisting of \$50K approved by the Foundation trustees and matching funds raised through club members. Libby suggested we research what Rotarians did back in 1918 during the Spanish flu and include this in the letter. **Motion Carried.**

Kathryn thanked the committee, especially leader Linda Kaye, and all they accomplished in a short amount of time. Jim pointed out that in all his years of this club, this is another example of us stepping up when there is a need. Linda Kaye shared that what was amazing was the trust our members have in their fellow Rotarians that we have done due diligence. Linda Kaye asked that the letter going to club members come from all board members. Everyone agreed.

**District Matching Grant –** Kathryn shared that we were awarded the District Grant of \$3,500 which will be combined with our matching funds for a total of \$7,000 to be used for the American Red Cross (ARC) project for military comfort kits and smoke alarms. Some of this project has been completed but there will be another volunteer activity at the ARC to finish off this project.

**Review of progress on Strategic Plan and Rotary Citation –** Kathryn shared the Exec. Comm. is confident we will be earning citations this year as we are accomplishing the goals selected as presented by Rotary International (RI). Carol asked if we could add in our COVID-19 efforts as part of our citation and it was agreed we would find a way to do this. Diane shared that the Daffodil Dash is moving forward to May 23 and R8 is leading 4 other clubs in a volunteer capacity, which fulfills one of the citation requirements regardless if the Daffodil Dash actually takes place. Kim wanted to know if RI has come up with revised goals for the citation to incorporate change during COVID-19. Kathryn agreed to ask the District Governor about this.

## **COMMITTEE REQUESTS AND LIAISON REPORTS**

**Requests from grants** – Carol asked Clay to report on the latest grant proposals. Clay shared they started the fiscal year with a \$110K budget. Between grant rounds one and two, they have \$40K remaining. They received 19 applications in the first round and 6 in the second. In this 3<sup>rd</sup> round there were 18 applications. Due to COVID-19, they decided to make a strategic shift and grant two tiers focusing on those serving clients affected by COVID-19. In the first tier they propose five grants related to food and health care. For the second tier they had \$15k left but thanks to an anonymous donor they were able to propose four grants at \$4,000 each, focused on direct services meeting client needs. A total of \$41,000 is proposed in 9 grants for the third cycle.

Clay motioned, Carol seconded to approve grants as presented by the Grants Committee for a total of \$41,000.

### **Motion Carried.**

**Request from Projects** – Gil thanked the Exec. Comm. for the approval of \$1,000 for the Projects Committee to provide Hero lunches to Tacoma General Hospital healthcare workers. 50 lunches will be provided on two different Tuesdays, using local restaurants. Gil asked for approval of \$2,500 for the project Santa for Seniors which entails the opportunity for club members to assemble and delivery care packages for shut-in seniors. If this can't be done by June 30<sup>th</sup> then this project can be proposed in the new fiscal year which starts July 1.

Gil motioned, Carol seconded to approve the Santa for Seniors project to be accomplished by June 30<sup>th</sup> or moved into fiscal year 2020-21. **Motion Carried.**

**Other Liaison Reports** – Kathryn shared May 7<sup>th</sup> is the virtual committee fair. She asked for board liaisons to remind committee leaders that they need to provide to Kathi one slide and prepare one minute to present a description of their committee and how to join.

**Project Greater Good** - Jim reported they will be prepared on committee fair day to recap PGG's accomplishments that 61% of members have donated \$88,595 for this Rotary year.

**Literacy** – Sherri Stanton shared that our club has partnered with the Sunrise club on the Ocean Fest Youth Story Contest. The deadline for stories has been extended from April 15 to June 1 and the contest is taking place online. The event Ocean Fest has been postponed until September 13.

**Auction** – Christina shared that Sharon Benson lost her Dad and asked that we share our condolences with her. The Hotel Murano and auctioneer are holding Aug 22<sup>nd</sup> for our auction. The committee is conducting research on virtual auction options like Gig Harbor's online fundraiser.

**DTvZ** – Kathryn shared that the District Conference Virtual Training is May 16<sup>th</sup> with 5 different trainings and a virtual celebration party at the end. This is being done through zoom and is all free. Maria, Carol, Kathryn, Chris Serface, Diane Kelleher, and Christina said they were attending. Kathryn asked us to spread the word with our fellow Rotarians.

**Youth protection training** – Kathryn reported that 66 Rotarians have been trained and their names are listed in the gearshift. She encouraged those who haven't taken it to please do so. It takes only 20 minutes.

## **GOOD OF THE ORDER**

Next board meeting will be early – May 18<sup>th</sup> because of Memorial Day.

Meeting adjourned at 5:30 pm.

**Next Board meeting: Date May 18, 4:00 pm, virtually.**