



**ROTARY CLUB OF TACOMA #8**  
**BOARD MEETING MINUTES**  
**Monday January 23, 2023, at 4:00 P.M.**  
**President Maria Harlow, Presiding**

<b>Board Member</b>	<b>Office</b>	<b>Present</b>	<b>Excused</b>
Maria Harlow	President	X	
Whitney Grisaffi	Vice President Elect		X
Chris Serface	Vice President		X
Greg Rolsma	President Elect	X	
Sherri Stanton	Secretary 2022-2024	X	
DeAnne Hamilton	Treasurer 2021-2023	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 2022-2025 Term	X	
Brenda Gaspar	Board Member 2022-2023 Term	X	
Heather Faverman	Board Member 2022-2023 Term		X
Clay Zhang	Board Member 2020-2023 Term		X
Troy Christensen	Board member 2021-2023 Term	X	
Vacant	Board Member 2022-2025 Term		X
Vacant	Board Member 2022-2025 Term		X
Sharon Benson	Incoming Board Member 2023-2026 Term	X	
Barbara Wyatt	Incoming Board Member 2023-2026 Term	X	
John Bailey	Incoming Board Member 2023-2026 Term	X	
Kathi Willis	Club Administrator	X	
Robin Echtle	Club Administrator	X	

**Meeting called to order at 4:05 PM.**

Maria welcomed incoming board members.

**CONSENT AGENDA:** The consent agenda, including board meeting minutes from December 19, 2022 and executive committee minutes from January 10, 2023, was approved and accepted by all.

**TREASURER'S REPORT:**

Foundation report: The investments stand at \$1,688,994, slightly higher than October but slightly lower than November total of \$1,735,404.

Quarterly Report: In terms of Operations revenue we are under budget in dues and new member fees, but meeting sponsors are tracking well and Business Expo revenue was positive and still coming in. Most expenses are in line with expectations, but, as previously reported, employee expenses are higher than predicted due to vacation pay-out and some recruiting and training expenses. Some unexpected credit card charges made under the prior administrator are being looked into. Fundraising balance sheet shows over \$400,000 in checking and savings and total current assets over \$2 million. A question was raised about Fundraising receivables. It is being looked into and will be reported on at the next meeting. Revenue will grow as we see auction income coming in and expenses are within budget. Project Greater Good annual giving is over halfway to their goal of \$18,000. There is still time to support the campaign.

A recommendation was made by Diane that the board approve the financial report at each meeting. The board agreed. Diane motioned to accept the quarterly finance report and the foundation report. Troy seconded. **All in favor, motion carried.**

### **ADMINISTRATIVE WORK:**

#### **Update on Office Staff**

Maria shared that Co-Administrator positions were working and that tweaks to the duties and responsibilities were being made as everyone worked through the new model.

The bookkeeper position opening has been posted online and in ClubRunner.

#### **Membership Report**

The Club needs a membership committee chair and board liaison. John Bailey is considering the board liaison position when his term begins. There are no new members in the pipeline. Board members were encouraged to bring guests and sponsor new members.

#### **Policy and Procedures**

The updated Traditions and Definitions document was reviewed. A change was requested to the Firesides description: Clarify that only Tacoma Rotary 8 board members can attend and clarify that topics are shared by the president instead of chosen by the president. No other changes were requested.

### **COMMITTEE REPORTS**

**Grants Committee** –4 grants were presented for approval:

Sherry moved to approve an \$8,000 grant to Friends of the Children as presented. Tim seconded. **All in favor, motion carried.** DeAnne and Maria abstained from voting.

Corey moved to approve an \$8,000 grant to YMCA as presented. DeAnne seconded. **All in favor, motion carried.** Tim abstained from voting.

Tim moved to approve an \$8,000 grant to YWCA and a \$5,000 grant to Boys and Girls Club as presented. Corey seconded. **All in favor, motion carried.**

**International Services** - No report. A new board liaison is needed to replace Kathryn. Corey volunteered to take the position on.

**Projects** – Regularly scheduled projects in support of EFN, Tacoma Rescue Mission and St. Vinnies continue. Tacoma fire boat painting project is still being planned. Maria will talk with Mary Bridge about submitting a grant for the annual toys for kids event to support the continued projects committee involvement in shopping for the toys.

**Auction** - Barbara shared that 10 raffle tickets were sold at Business Expo. The co-chairs are lining up volunteers for committees and will be holding the first auction meeting on Thursday, January 26.

**DEAI** – Troy shared that the vendor selected by the committee through an RFP process turned down the project. The board discussed the committee's proposed next steps. Troy moved that the DEAI committee be given authority to reach out directly to local consultants who can fulfill the project scope within the budget. Corey seconded. **All in favor, motion carried.**

**Classification** – Tim shared that Katie Arnold is being introduced at the Thursday, January 26 meeting.

**Orientation** – Greg shared there is no one in the pipeline

**Interact** – Corey shared that the Interact club's sock/hat/glove drive is being extended through the end of January. Jim Tanasse is interested in starting Interact groups at Stadium and Annie Wright and will be making connections. The Life Christian Interact club meets the 1<sup>st</sup> Wednesday of every month at noon at Life Center.

**Engagement** – Engagement, Welcome and Membership committees are all connecting to discuss pathways for new members. An additional goal is one social engagement opportunity for members per month.

**Foundation/PGG** – As updated in the Finance Report, PGG is not to goal yet. Board giving is at 100%

**Literacy** – Brenda shared that the committee is actively looking for locations for new little libraries and has recruited 2 new members. Additional Enid Harris funds will be used to purchase books for new parents to be distributed through Reach Out and Read. Meeting speakers will also be given books as a thank you gift and asked to write an inspirational message in the book. Literacy Committee will place the books in little libraries. Brenda also recommended the local representative for Dolly Parton's Imagination Libraries as a potential speaker.

**Major Projects** – The committee is conducting a site visit to Jennie Reed Elementary on Tuesday, January 24 at 4pm

**Military Affairs** – No update however Maria shared that Sue Dahlin is interested in being part of a Military Affairs committee. Sherri will follow up.

**Programs** – Speaker slots are almost completely booked through the end of June. Diane has set up a meeting with Greg to discuss the upcoming year. Maria suggested the Interim Director of the Humane Society as a potential speaker.

**Youth Exchange** – Maria reported that Adam assisted Zager in a bucket list item by providing concert tickets. Commitment has been signed already for 2 students next year. Discussion of recruiting host families.

**Scholarship** – Sharon offered to co-chair the committee. The school counselors have been informed of the applications and March 3 is the deadline to apply. New committee members are still being recruited.

**Vocational Services** – No report; however the board agreed that business expo was successful. Sponsors are still needed for meetings.

**Welcome** – no report. Combined with Engagement

#### **GOOD OF THE ORDER**

DeAnne reported that the board that the Finance Committee meets quarterly and reviews numbers. The committee has also reviewed finance policies and will be bringing some recommendations to the executive committee.

Maria reminded the board of an upcoming Fireside. A topic being considered for presentation at Firesides is ideas for social activities. Discussion about having a similar table topic presented as part of a future club meeting agenda.

Maria provided an update on recruiting efforts for the two board vacancies and solicited board input.

**Meeting adjourned 5:21 pm**

**Next Board meeting Date: Monday, February 27, 2023, 4:00 – 5:30 pm, Rotary Office**

**Recorded by: Sherri Stanton, Secretary**