

# Rotary Club of Portland, Maine

## Board of Directors Virtual Zoom Meeting Minutes

December 17, 2021, at 1:04 pm

### Board Members in Attendance:

Bob Martin, President, Dave Putnam, Sgt-At-Arms, Howie Herodes, Treasurer, Michelle DiSotto, Secretary, Directors, Bob Clark, Roger Fagan, Bruce Jones, President Elect, and Mark Foster

### Absent

Ellen Niewoehner, Immediate Past President, Nan Heald, 2<sup>nd</sup> Vice President, Alice Alexander, Administrative Coordinator

**Guests:** Patty Byers, Amy Chipman, Dave Small, Scott Blakeslee, Bill Blount, Tom Talbot

### Business

The regular meeting of the Rotary Club of Portland, Maine was called to order on December 17, 2021, at 1:04 pm by President Bob Martin and a quorum was established.

### Approval of Minutes

The minutes of the November 19, 2021, board meeting was approved as is.

#### 1. Leadership Changes

- a. President Bob will be leaving his position as President effective January 7<sup>th</sup>. Tom Talbot will take over the Windjammer posting and will need assistance to add to Club Runner. Bruce Jones is transitioning into the President's role effective 1/7/2022 and Dick Hall is helping him with this transition.
- b. A motion to seat Dick Hall as Second Vice President was approved.
- c. Jennifer Frederick has resigned her position as Director. A motion to seat John Thompson as Director was approved.
- d. The seating of both Dick Hall and John Thompson was necessary to have these positions filled for the remainder of the 2021-22 Rotary year even though both had been elected to fill their respective roles effective July 1, 2022.

#### 2. Treasurer's Report

Before Howie's remarks, Roger Fagan asked if approval could be made for a check request sent several weeks ago. Michelle DiSotto will issue the check with directions tomorrow.

Howie prepared an agenda to review the Operating Budget and carryover items from year ended 6/30/21, as well as the charitable budget for this fiscal year. There was lots of discussion about the documents presented. One of the comments was about how funds are allocated vs. operating expenses. More discussion on procedure on a rolling year to year basis is to be determined in a future meeting, but the overarching theme is we are in reasonable shape considering our lack of meeting in person and lack of fundraising.

The discussion of the club's history of covering the cost of a President and his/her spouse to attend the convention was discussed. Historically, before the president's year, the soon to be president attends the convention. That has been sidelined because of COVID 19. The amount reserved in the budget is to cover travel and the convention, not extra activities.

3. **Meeting in Person:** A cover fee to each meeting was discussed and decided that we will not invoke a cover fee for meetings. As COVID 19 cases increase, January and February could be critical months and we are not sure how this will affect in person attendance to our first in person meetings in almost 2 years. The Italian Heritage Club is happy to host our meetings and wants to work with us as far as numbers of attendance goes as time goes on.

We discussed vaccination requirements and President Bob presented a procedure of collecting vaccination card information of club members. Mark Foster asked if we could simply, "go by our word as Rotarians" to say we are or are not vaccinated? President Bob stated we will need to demonstrate proof of vaccination. There was much debate as to what risk we may be taking by collecting personal data. It was decided that President Bob will draft a procedure to collect proof of vaccination for the next Board meeting, January 7<sup>th</sup>.

### **Adjournment**

The meeting adjourned at 2:41 pm by President Bob Martin. The next general meeting will be at January 21 at 1:00 on Zoom.

Minutes submitted by: Michelle DiSotto, Secretary

Approved by: Bob Martin, President