

Rotary Club of Portland, Maine

Board of Directors Virtual Zoom Meeting Minutes

July 23rd at 12:51

Board Members in Attendance:

Bob Martin, President, Nan Heald, 2nd Vice President, Dave Putnam, Sgt-At-Arms, Howie Herodes, Treasurer, Michelle DiSotto, Secretary, Ellen Niewoehner, Immediate Past President, Directors Bob Clark, Mark Foster, Jennifer Frederick, Roger Fagan, and Alice Alexander, Administrative Coordinator

Absent

Bruce Jones, President Elect

Guests: Tom Talbott

Business

The regular meeting of the Rotary Club of Portland, Maine was called to order on July 23rd at 12:51 by President Bob Martin and a quorum was established.

Approval of Minutes

The minutes of the May 21, 2021 board meeting were approved as is.

Treasurer's Report

Howie reported that Scott will continue to do tax returns for the club. He is working on transition with Scott and will report more at future meetings.

Report from Club Administrator Alice Alexander (Information)

President Bob welcomed Alice Alexander as the new Club Administrator. She spoke on the steps she has taken with Elise Hodgkin to become familiar with the ClubRunner software and other job duties.

President Bob summarized the previous board's discussion on the need to change the bylaws to create a standing Finance Committee to provide consistent oversight of the club's finances, especially the charitable endowment funds, and to review our banking relationship. The matter will be referred to the Bylaws & Constitution Committee. Ellen said we should review if TD Bank is the right bank for our clubs needs.

President Bob reported that the Satellite club is applying for a District grant, but they are looking for a match. The project is to build a moving library in Guatemala that will cost \$8,000. The people on the ground in Guatemala will be managing the project. The Satellite has asked for \$2,000 to come from the Portland Rotary Club. If we do support

this project, we must determine where the funds will come from in the budget. Roger stated that the International Committee cannot support this request as they have used the funds for their projects. Ellen asked if there is a draft of this year's budget prepared, the answer is yes there is one and it is flat against last year's budget in terms of changes. Bob Clark thinks a match to this grant is appropriate in terms of our support of the satellite, and because we did not use the funds for meals last year there should have been a surplus that would support this gift. The satellite club has yet to come up with members – they will pay dues to the Rotary Club of Portland Maine, and we will support them as they grow but it is on them for filing a charter and making the grant application. Decision: gift will be determined once the grant process is complete.

Proposal to create subcommittee to examine dues structure (Action)

President Bob suggested that the current dues structure is unclear. We offer a discounted rate for new members under the age of 30 and we provide a similar rate for new immigrant members, but both rates appear only to apply to new members in those categories who express financial need. The suggestion is to apply these rates across the board to new members as applicable. A Membership sub-committee needs to do some modeling to determine how any changes to the dues structure would create financial impact. President Bob nominated Bruce because he's on the membership committee and the board. Howie stated that we should determine strict rules about who qualifies for a discounted membership. Howie, Bruce and President Bob will form this subcommittee with other membership committee members to find a structure everyone agrees upon. Bob Clark said this subgroup will allow the club to create a more diverse membership with an affordable dues structure. More information to be reported in coming meetings.

Gift opportunities discussion

President Bob mentioned there have been several conversations from donors about scholarship naming for members who have passed. Bob Clark suggested there should be a task force of philanthropic experienced members who can discuss the who/what/where of what named gift opportunities look like. This task force would comprise of 4-5 people with a legal and/or development background to meet a couple of times if the board approves. There are defined rules at the Rotary International level, but not at the local level for Rotary. Bob Clark made a motion to form a task force; Roger seconded, unanimous vote to approve.

Proposal on when to resume meeting in person (Action)

President Bob discussed the continuing talks with the Italian Heritage Center. The IHC has not prepared a formal proposal at this point. President Bob's plan is to write a letter with the conditions under which we would hold in person meetings. Technology is workable at the IHC as well. But when do we want to return to in person meetings? Roger states we should get a head count to see how many people are willing to be in

person at this time. Nan agrees with Roger, stating we don't want to give a head count to the IHC and not deliver to be stuck with the bill. Howie mentioned that we may also have a liability for personal injury to consider. Ellen said we will still want to continue with a hybrid model of Zoom for speakers in other locations and members who wish to attend but can't physically be in person. David said we should ask membership if they are going to attend, would they Zoom or choose to be in person? Telecommuting helps people attend but it compounds the challenges for in person meetings. Nan suggested we have an in person meeting only once a month with a boxed lunch option. David suggested the possibility of one night meeting and three noon meetings to give an option those who can't make noon meetings. After much discussion, it was decided we may not be able to take action at this time. President Bob proposed:

1. He will craft an email to the membership to solicit responses about meeting in person vs. Zoom options with a summary of this discussion for context.
2. He will contact the IHC about meeting without food, prepackaged food options, and whether they would allow a 3rd party to deliver.

President Bob will share the results of the questionnaire at the next board meeting.

Other Business

President Bob asked the board about possible dates and times that work for a board and committee chair Zoom conversation soon. It was suggested not to schedule it during weekends.

Adjournment

The meeting adjourned at 1:45 pm time by President Bob Martin. The next general meeting will be at August 20, 2021 at 1:00 on Zoom.

Minutes submitted by: Michelle DiSotto, Secretary

Approved by: Bob Martin, President