Rotary Club of Portland, Maine

## Board of Directors In Person/Zoom Meeting Minutes

# May 20, 2022

## Board Members in Attendance:

Bruce Jones, President Elect, Dick Hall, 1st VP, Dave Putnam, Sgt-At-Arms, Directors Bob Clark, Roger Fagan, Ben Millick, John Thompson, Ellen Niewoehner, Immediate Past President

## Absent:

None

**Guests:** Patty Byers, 2nd Vice President

## Business

The meeting was called to order on May 20, 2022 at 1:35 pm by Past President Ellen Niewoehner and a quorum was established.

## Approval of Minutes

The minutes of the April 22, 2022, board meeting were approved as is.

1. **Treasurer’s Report**
2. Financial Report submitted May 18, 2022 by Dick Hall.
3. Bank operating and charitable accounts (TD and Bangor) all reconciled to QB accounting thru 4/3/22.
4. Working with President Elect on 2022-23 budgets and integrating more options for accepting credit card payments.
5. In summary, the Club finances are in strong shape and the accounting is up to date. The Board thanked Dick for his work reconciling and updating the club books after Howie Herodes stepped down from Treasurer role in February 2022.
6. **Dues Structure Discussion**
7. Current dues structure: $260 per year billed twice per year (June, January), $90 goes to RI, $45 to District
8. Historically about half of our dues have gone to the Club Administrator salary, however Club is shedding $14,400 annually with elimination of admin position.
9. Bruce is preparing the 2022-23 budget and has been benchmarking other clubs: Portsmouth NH is $150/yr, with one time $150 initiation fee; Others $150-$180/yr; Other clubs suggest members each add $100/yr for the RI Foundation.
10. District dues for members under 40 are free.
11. Portland Club has 116 members total; includes 10 satellite and 5 Honorary
12. District dues charged to club are based on roster number as of July 1; RI dues are charged at 50% based on July 1 roster number and 50% based on Jan 1 roster number.
13. Motion passed unanimously that: For the 2022-23 year, Club dues will be $200/yr, Those members under 40 years old dues will be $150/yr, Satellite club dues will be $150/yr. Club will prorate dues based on full months left in year for 1st year members. No initiation fee will be charged to join Portland Rotary.
14. **Administrative Role Discussion**
15. Directors discussed how to manage the Club Admin role and Club Secretary role. Membership is biggest piece of Secretary’s job: sync and maintain RI membership records with Club membership records.
16. Bruce reported that he approached 3 members about taking on the Club Secretary role for 2022-23 year, none are able to commit.
17. Discussion focused on Membership Committee maintaining membership in Clubrunner and RI. Secretary role will focus on board minutes and meeting day planning.
18. Motion passed unanimously that: Board accept candidate Bill Blount’s offer to serve as Club Secretary thru remainder of 2021-2022 year knowing that member data management will be responsibility of the Club Membership Committee.
19. Club Secretary for 2022-23 year will be officially voted on and appointed after July 1, 2022.
20. **Treasurer Role Discussion**
21. Motion passed unanimously that: Board accept candidate Dick Hall’s offer to serve as Club Treasurer thru remainder of 2022 year.
22. Club Treasurer for 2022-23 year will be officially appointed after July 1, 2022.
23. Dick Hall has volunteered to continue serving as Treasurer for 2022-23 year.
24. **Other Business**
25. Flags for Heroes: John Thompson reported that the Flags for Heroes project committee requests Board approval to be able to have discretionary control of 30% of the net proceeds from the planned September 2022 Flags for Heroes fundraiser. The remaining 70% will flow into the Club’s Charitable Account to fund Club 2022-23 activities as the Board sees fit per the upcoming 2022-23 year.
26. Board supports request by Flags for Heroes project team and requests that the project team decide how they intend to donate the 30% of funds and inform the Board before the next meeting.
27. Patty Byers requested that the Board seek to have 100% participation in giving to the Rotary Foundation for the 2022-23 year to set an example for the entire club membership.
28. Satellite Club has requested Portland Club waive the prorated membership fees for the 2021-22 year and start fresh at $150 per year for 2022-23. Motion unanimously passed to waive Satellite Club current prorated dues for 2021-22 year and start fresh at $150/yr for 2022-23.
29. Roger Fagan (speaking on behalf of John Curran) requested Board approval to send a letter to US Immigration services in support of bringing over 3 people from the Dominican Republic in 2022 summer/fall to spend time with prosthetics professionals in the US. Board supports sending the letter provided it is signed by President, Bruce Jones.

**Adjournment**

The meeting adjourned at 2:35 by Past President Ellen Niewoehner

The next Board meeting will be on June 24, 2022 at 1:30 at the Italian Heritage Center, immediately following our weekly meeting.

Minutes submitted by: John Thompson

Approved by: Bruce Jones; President-Elect

|  |
| --- |
|  |