

Rotary Club of Portland, Maine

Board of Directors Virtual Zoom Meeting Minutes

October 22, 2021, at 12:55 pm

Board Members in Attendance:

Bob Martin, President, Dave Putnam, Sgt-At-Arms, Howie Herodes, Treasurer, Michelle DiSotto, Secretary, Directors Bob Clark, Mark Foster, Jennifer Frederick, Roger Fagan, and Alice Alexander, Administrative Coordinator

Absent

Ellen Niewoehner, Immediate Past President

Nan Heald, 2nd Vice President

Bruce Jones, President Elect

Guests: Patty Byers

Business

The regular meeting of the Rotary Club of Portland, Maine was called to order on October 22, 2021, at 12:55 pm by President Bob Martin and a quorum was established.

Approval of Minutes

The minutes of the September 17, 2021, board meeting were approved as is.

Treasurer's Report

Howie spoke about our finances. He and Scott are working on final numbers for last year. Scott has completed the tax return for the Charitable Fund and is finalizing the return for the Club. Once these are complete, Howie will work with Alice to review the process of reconciling and reporting, refining as necessary. The priority is to set up budgets for both the charitable fund and operating fund with committee chairs to present to the board for ratification. COVID has created delays in providing information. Overall, Howie reports we are in good shape – we have \$17,000 surplus currently in the Club's operating account.

President Bob suggested the committees decide what they think they may need or want to spend and report it back to Bob and Howie to present to the board for review. Bob will reach out to committee chairs to request this information by November 1.

President Bob suggested we need a finance committee to help us invest and make decisions as it pertains to the club going forward. He said that the Bylaws Committee has not yet completed the work to make the finance committee a standing committee. In the interim, he suggested the board appoint a committee and outline their duties and

responsibilities. He will propose a list of suggested names and the committee's duties over the next week for the board's consideration.

Bob Clark – A subcommittee discussion was had about the named gift opportunities and gift acceptance policies. The group highlighted gift acceptance policies in place and started drafting a document. Patty Byers was a part of the conversation. The subcommittee will complete a final draft to present to the board in a future board meeting. Bob Clark said the subcommittee believed that the finance committee should have the management of this process on their list of duties.

Leadership Changes

Nan Held must step down from her position for health reasons. Bob Martin pointed out that the Bylaws require the Board to fill officer vacancies. In the immediate past, the Board has opted to move this responsibility to the Nominating Committee. Ellen will be forming a Nominating Committee this month to propose a slate of officers by mid-December. Rather than add finding a second vice-president to their tasks, Bob asked that the Bylaws be followed and the Board appoint a small committee to propose candidates to the full Board by our next meeting. Ellen, David, Bruce, Michelle, and Bob Martin will form the committee.

Meeting in Person

President Bob has talked with the Italian Heritage Center to request lowering the minimum attendance to club meetings at their facility from 40 to 30 people to provide a manageable attendance target. He also asked them to keep the meal cost, including fees and taxes at a \$17 to \$18 per person rate. They will get back to him. Roger Fagan suggested we get a second quote from the community college (SMCC). We discussed how SMCC might be a challenging destination as it is off the peninsula. The club tried this once before and the feedback from members was it was too difficult a commute in the middle of the day. Roger suggested it's important to be sure there is safety in meeting and it's guaranteed because it is a college campus that SMCC would be safe. The consensus is it's easier to have the burden of having to require masks fall on the facility we host at, but above all, safety is key. Roger and Bob will pursue SMCC.

The club is shooting for a in person meeting target date of January 8th. Prior to that we will have more information about cost.

Dues Structure

Bob and Bruce were going to discuss due's structure but did not get a chance to do so. Carry to next meeting.

Other Items

Question: Should we, as Portland Rotary Club, draft a statement to Rotary International

and the District supporting vaccinations? Roger agreed with this position. Dick Hall reported the district is adopting a policy to require vaccination to attend district events. President Bob would love to see more attention given to supporting people getting the vaccines, especially if we support the POLIO vaccine. Bob Clark seconds that position but wants to make sure we reference the alignment with the district and international with Polio and COVID vaccines so people can understand what is happening in the broader Rotary community. We could vote to support vaccine mandate; Howie supports but agrees we want to make sure it is well word-smithed as a scientific statement as opposed to a political statement. Bob Clark suggested the statement should say we support vaccination as opposed to a requirement for vaccination. President Bob will collect sentences from the Board by Sunday night and draft a document on Monday. If we can get a resolution of this by Monday evening, Dick Hall will add it into his comments to the District.

Motion approved: Portland Rotary Club will take a public stand on vaccinations.

Adjournment

The meeting adjourned at 2:00 pm by President Bob Martin. The next general meeting will be at November 19, 2021 at 1:00 on Zoom.

Minutes submitted by: Michelle DiSotto, Secretary

Approved by: Bob Martin, President