**Rotary Club of Castro Valley Board Meeting of August 8, 2016**

**Castro Valley Eden Area Chamber of Commerce**

**Minutes**

*Approved September 12, 2016*

Meeting called to order by President Carol Wikle at 6:06 p.m.

Board Members Present: Carol Wikle, Gary Bosley, Kern Lewis, Ceta Dochterman, Ken O’Donnell (at 6:30 p.m.), Jim Negri, Todd Anglin (after vote to make him Treasurer)

Board Members Not Present: Roland Williams, KJ Page, Candi Clark, Obse Lubo

Club Members Present: Bill Nott, Ajay Ahluwalia (Red Badge requirement)

Guests: None

On a motion by NEGRI and a second by BOSLEY, Todd Anglin was appointed Treasurer for 2016-2017 (5-0).

* Jim Negri will provide a letter to Bay Community Bank authorizing Todd Anglin as a signer on all bank accounts.

On a motion by LEWIS and a DOCHTERMAN, the minutes of the board meeting of May 25, 2016, and July 12, 2016, were adopted (6-0).

* New RI Legislation for 2016-2017 requires Clubs to distribute board meeting minutes to all Club members within 60 days of the board meeting.
* Jim Negri will create a folder for minutes on the website and inform Club members.

President Wikle distributed and reviewed the proposed 2016-2017 budget. She developed the projected expenses (pink column) and income (green column) based on estimates from past years, but did not have all of the past year’s information for the budget.

After a motion by NEGRI and a second by DOCHTERMAN to adopt the proposed 2016-2017 budget, the board adopted a motion by BOSLEY and seconded by LEWIS to table the adoption of the 2016-2017 budget until the September meeting (7-0). NEGRI and DOCHTERMAN accepted the amended motion.

The board requested additional information on the following budget lines: Grants, ClubRunner, Rodeo Parade, and Chili Cook-off. President Wikle will add as much information as available.

President Wikle shared the July report from the bookkeeper (Rhonda Gambrelli) and reviewed the process. The Club is now using a bookkeeper to invoice and track financials. President Wikle responded to several questions regarding the report. She stressed the need for Committee/Project Chairs to complete the accounting sheets in order to effectively track income and expenses for each event/project.

The board asked for clarification on Errors and Omission (E&O) insurance. Jim Negri will follow-up with RI and forward the information to the board.

Membership Chair Ceta Dochterman proposed Murline Monat (Classification: Real Estate) as a new member. On a motion by NEGRI and a second by BOSLEY, Murline Monat was approved as a potential new member (7-0).

* Jim Negri will submit Murline Monet to the members for approval. If approved, she will be presented her Red Badge at the August 23 meeting.

The board discussed the process to bringing on new members and agreed that the orientation meeting will occur after the person has been approved by the board and membership.

After a presentation and discussion regarding a $500 sponsorship of the EALI Ag Day, the board agreed to President Wikle should fund a $300 sponsorship from the President’s monthly grant fund.

President-Elect Negri reported no other grants have been received and that the budget needs to add a line for grants.

President Wikle reported for Youth Services Chair Roland Williams regarding upcoming Interact activities. CVHS Interact will attend the lunch meeting on August 9 to discuss its goals and activities for the year. They are seeking support and chaperones for an upcoming event. President Wikle has donated $100 from her President’s Fund to support transportation.

Roland Williams is working to District 5170 to clarify the requirements for Youth Protection Certification. All Club members must complete Level I training, which is available online. Roland will update the Club at ta future meeting.

President Wikle reported on planning for the Breathing for Life Gala on October 22, 2016, at Redwood Canyon Golf Course. Details included, but not limited to:

* Tickets are $150/person and District 5170 will issue a donation form for $120 per ticket
* Working on an online purchase of tickets and seating arrangements
* Mel Speed will provide music
* Planning Committee is handling the details.

Heidi Hausauer is working on a fundraiser at Knudsen’s Ice Creamery and the Castro Valley Bowl the morning of November 12, 2016, prior to the Light Parade. This event will take the place of the Putt Putt event.

The board discussed reviewing Bylaws/policies for attending Club meetings regarding the use of technology (Skype, WebEx, and phone). No action was taken.

Jim Negri agreed to chair a committee to review and revise the Bylaws. Bill Nott agreed to serve on the committee. Jim will seek 2-3 other committee members.

On a motion by O’DONNELL and a second by BOSLEY, the board approved adding a corporate membership at the same dues as an individual membership with no additional dues for the additional members of the corporation. (6-0)

The meeting was adjourned at 7:42 p.m. by President Wikle.

Respectfully submitted,

**Jim Negri**

Jim Negri, President-Elect/Secretary (Interim Secretary)