

Westbrook-Gorham Rotary Board Meeting Minutes: August 23, 2022

Present: President Christine Johnson, Treasurer Karen Arnold, Foundation Chair Steve Rand, PE Crystal A. Brown, VP Phil Spiller, Secretary Scott Linscott

Meeting called to order about 11:05 AM by Christine

ACTION ITEMS

- 1) Approve **June, 2022 meeting minutes**. MOVED/SECOND/APPROVED
- 2) Approve **Treasurer Report**: MOVED/SECOND/APPROVED (attached)
- 3) Proposal, Crystal – Hannaford **Reusable Bags and Tags Fundraising Opportunity**.
MOVED/SECOND/APPROVED (attached) News that we have been approved as a cause to be selected by store managers came by email after our meeting. We will be notified 30 days prior if a store manager selects us.
- 4) Change monthly **board meeting to ZOOM on second Monday of each month at 11** with action items to lead off the agenda. MOVED/SECOND/APPROVED
- 5 Proposal to **spend \$200 for reusable signage** for a more professional and effective look for food drive events for this year and future. MOVED/SECOND/APPROVED
- 6) Discussion of Bylaws change to select primary and alternate members of board to ensure a quorum for board meetings. Proposal discarded as too complicated.

CLUB BUSINESS DISCUSSION

FINANCE:

- Karen continuing efforts to **simplify reports and categories for clarity** using QuickBooks software with appreciation expressed by board members.
- Recommendation for establishing a **House Project Budget** ASAP
- **Currently no line of credit with TD** Bank because of past officers still listed on account. We can continue with TD Bank or start anew with another bank. More discussion to come at future meetings.

HOUSE PROJECT:

- **Greatest need at-the-moment is to find a contractor with time and ability to put in a foundation.** Steve awaiting follow-up with a Saco company. Vocational Center has reportedly hired a new teacher for heavy equipment and is near finalizing hiring an electrical instructor.

LOBSTER BAKE:

Tonight at Phil Spiller's house and event barn. **Approximately 40 will be joining** us for this catered event

including District officers and members of the Windham Rotary Club. 2023 lobster bake to be held the **third Tuesday of July, 2023.**

GOLF TOURNAMENT:

- Revenue realized to date included in Treasurer's report. As of 8/23/22 estimated fundraising to-date including currently uncollected amounts **is \$14,027 toward our \$24K goal.**
- Members encouraged for ongoing **sponsor solicitation and raffle prize solicitation.**
- Discussion of lunch service time, format and details to continue in golf subcommittee.
- Volunteers for setup should **arrive between 7 and 7:30 AM**

FOOD DRIVE SEPT. 3:

Promotion now underway. Signage designed and ordered. Drive will take place to restock the WMS and WHS student food pantries and will be held at the Westbrook Hannaford.

TREE/WREATH UPDATE:

No supplier secured to date but one hopeful lead.

READING FRIENDS:

Literacy **volunteers being recruited** and organized to serve in Gorham and Westbrook schools.

NEW CHEF AT WRVC:

Start date for lunch with students is targeted for the **last Tuesday in September.**

MEETING ADJOURNED 10:15 AM

Hannaford Reusable Bags and Tags Fundraising Opportunity.



Giving Tag

Each Community Bag and Fight Hunger Bag comes with an attached Giving Tag, providing shoppers with the option to select their own choice of a local nonprofit to receive the \$1 donation from their bag purchase.



Bloomin' 4 Good

For every purchase of the bouquet with the red circle sticker, \$1 is donated to a local nonprofit organization selected monthly by store leadership.



Hannaford Helps Reusable Bag Program

By simply making a \$2.50 Community Bag or Fight Hunger Bag purchase, shoppers give back \$1 to a local nonprofit selected monthly by store leadership.

Hannaford Helps Reusable Bag Program

Welcome to the Hannaford Helps Reusable Bag Program! By simply making a \$2.50 **Community Bag** or **Fight Hunger Bag** purchase, shoppers give \$1 back to a local nonprofit selected monthly by store leadership. Use the resources below to let your supporters know.

Shoppers can now purchase the reusable Community Bag and Fight Hunger Bag on [Hannaford-To-Go!](#)

Any online sales of these reusable bags at your selected store location for your selected month will automatically go to your nonprofit upon purchase.

Giving Tag Program

Each Community Bag and Fight Hunger Bag comes with a Giving Tag attached, providing shoppers with the option to make their own choice of a local nonprofit to receive the \$1 donation from their bag purchase.

By following instructions on the Giving Tag within seven days of purchase, shoppers visit [MyHannafordCause.com](#) to submit a nonprofit of their choice. Once your organization reaches \$5 or more from the Giving Tag, you'll receive a donation check! If the Giving Tag isn't submitted, then the \$1 will be directed to the nonprofit selected by store leadership for that month.

Bloomin' 4 Good Program

Welcome to the Bloomin' 4 Good Program! Each month store leadership selects a different local nonprofit organization to receive a \$1 donation from the purchase of every Bloomin' 4 Good bouquet with the red circle sticker. Use the resources below to let your supporters know.

8/23/22 – We have been approved to be included on the Hannaford list of causes that local store managers can select for the monthly programs.

Rotary Club of Westbrook-Gorham

Balance Sheet As of August 23, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Charities Checking	6,066
Charities Money Market Savings	249,867
Club Checking	9,601
Club Money Market Savings	0
Grants/Projects Checking	0
Meeting Petty Cash	0
PayPal Bank	509
Petty Cash	25
Total Bank Accounts	\$266,068
Other Current Assets	
Uncategorized Asset	361
Undeposited Funds	1,498
Total Other Current Assets	\$1,859
Total Current Assets	\$267,927
TOTAL ASSETS	\$267,927
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
House Project Line of Credit	0
Total Credit Cards	\$0
Total Current Liabilities	\$0
Total Liabilities	\$0
Equity	
Opening Balance Equity	721
Retained Earnings	266,686
Net Income	520
Total Equity	\$267,927
TOTAL LIABILITIES AND EQUITY	\$267,927

CHARITIES ACCOUNT 2021-2022 FISCAL REPORT

PROFIT & LOSS

July 2021 - June 2022

	ROTARY CLUB OF WESTBROOK-GORHAM CHARITIES	TOTAL
Income		
Fundraising		\$0
Christmas Wreath Sales	3,320	\$3,320
clynk	401	\$401
FB Network For Good	220	\$220
Fundraising- Other Local Events	323	\$323
Golf Tournament	20,565	\$20,565
Grant Contributions	4,000	\$4,000
Polio Plus	936	\$936
Rolling Thunder (Chef L)	250	\$250
Sea Bag	8,944	\$8,944
Ukrainian Fundraising	1,659	\$1,659
VA Volunteer Snack Drive	61	\$61
Westbrook Together Days	105	\$105
Total Fundraising	40,783	\$40,783
Paypal Sales	305	\$305
Sales of Product Income	8,162	\$8,162
Total Income	\$49,249	\$49,249
GROSS PROFIT	\$49,249	\$49,249
Expenses		
Bank Charges & Fees	196	\$196
Charitable Contributions		\$0
Foundation		\$0
Polio Plus Donation+Matching to RI	1,042	\$1,042
Total Foundation	1,042	\$1,042
International	6,650	\$6,650
Local	5,392	\$5,392
Interact	1,422	\$1,422
Literacy		\$0
Books to Libraries	368	\$368
Total Literacy	368	\$368
Member Matching Program	1,950	\$1,950
RYLA	3,200	\$3,200
Total Local	12,332	\$12,332
Total Charitable Contributions	20,024	\$20,024
House Project	2,702	\$2,702
Direct Costs		\$0
Materials	7,094	\$7,094
Sub Contractors	1,780	\$1,780
Total Direct Costs	8,874	\$8,874
Overhead		\$0
Bank Charges	1	\$1

CHARITIES ACCOUNT 2021-2022 FISCAL REPORT

PROFIT & LOSS

July 2021 - June 2022

	ROTARY CLUB OF WESTBROOK-GORHAM CHARITIES	TOTAL
Interest Paid	-65	\$ -65
Legal & Professional Fees	80	\$80
Total Overhead	17	\$17
Scholarships/Toolships	50	\$50
Scholarships	1,800	\$1,800
Toolships	300	\$300
Total Scholarships/Toolships	2,150	\$2,150
Total House Project	13,743	\$13,743
Insurance	100	\$100
Meals & Entertainment		\$0
Fundraisers	525	\$525
Golf Tournament	-1,660	\$ -1,660
Total Fundraisers	-1,135	\$ -1,135
Total Meals & Entertainment	-1,135	\$ -1,135
Office Supplies & Software	70	\$70
Website	360	\$360
Total Office Supplies & Software	430	\$430
Other Business Expenses	366	\$366
PayPal Fees	34	\$34
Quickbooks Fees	848	\$848
Rent & Lease	162	\$162
Shipping, Freight & Delivery	123	\$123
Square Fees	34	\$34
Supplies & Materials		\$0
Fundraisers	50	\$50
Christmas Wreaths	1,500	\$1,500
Golf Tournament	4,953	\$4,953
Sea Bags	6,600	\$6,600
Total Fundraisers	13,103	\$13,103
Gifts	155	\$155
Total Supplies & Materials	13,258	\$13,258
Total Expenses	\$48,184	\$48,184
NET OPERATING INCOME	\$1,065	\$1,065
Other Income		
Interest Earned	129	\$129
Total Other Income	\$129	\$129
Other Expenses		
Other Miscellaneous Expense	69	\$69
Total Other Expenses	\$69	\$69
NET OTHER INCOME	\$60	\$60
NET INCOME	\$1,125	\$1,125

CHARITIES ACCOUNT 2021-2022 FISCAL REPORT

PROFIT & LOSS

July 2021 - June 2022

CLUB ACCOUNT 2021-2022 FISCAL REPORT

PROFIT & LOSS

July 2021 - June 2022

	ROTARY CLUB OF WESTBROOK-GORHAM	TOTAL
Income		
Meetings		\$0.00
Happy Dollars	252.00	\$252.00
Meals	4,037.19	\$4,037.19
Raffle	77.00	\$77.00
Total Meetings	4,366.19	\$4,366.19
Member Dues	6,640.15	\$6,640.15
PETS Training	157.00	\$157.00
Sales	313.00	\$313.00
Total Income	\$11,476.34	\$11,476.34
GROSS PROFIT	\$11,476.34	\$11,476.34
Expenses		
Bad Debt- Member Dues	370.00	\$370.00
Dues & subscriptions	(6,655.00)	\$ (6,655.00)
District	1,216.00	\$1,216.00
Rotary International	4,230.99	\$4,230.99
Total Dues & subscriptions	(1,208.01)	\$ (1,208.01)
Legal & Professional Services	80.00	\$80.00
Meals & Entertainment		\$0.00
Events	363.09	\$363.09
Meeting Meals	4,817.94	\$4,817.94
Total Meals & Entertainment	5,181.03	\$5,181.03
Office Supplies & Software	103.77	\$103.77
Website	613.93	\$613.93
Total Office Supplies & Software	717.70	\$717.70
Quickbooks Fees	83.54	\$83.54
Supplies & Materials		\$0.00
Gifts	141.17	\$141.17
Total Supplies & Materials	141.17	\$141.17
Total Expenses	\$5,365.43	\$5,365.43
NET OPERATING INCOME	\$6,110.91	\$6,110.91
NET INCOME	\$6,110.91	\$6,110.91

Rotary Club of Westbrook-Gorham

2022 GOLF TOURNAMENT

January - August, 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
		Fundraising	\$6,681.41	
		Paypal Sales	\$837.00	
		Meals & Entertainment	\$500.00	
		Supplies & Materials	\$397.07	
		TOTAL	\$8,415.48	

Rotary Club of Westbrook-Gorham

2022 WRVC HOUSE PROJECT

January - August, 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
House Project				
Direct Costs				
Materials				
Rotary Club of Westbrook-Gorham Charities				
06/13/2022	Hillside Lumber	CHECK 1440 PAid through June 6, 2022	7,093.94	7,093.94
Total for Rotary Club of Westbrook-Gorham Charities			\$7,093.94	
Total for Materials			\$7,093.94	
Sub Contractors				
Rotary Club of Westbrook-Gorham Charities				
01/18/2022	Haley Ward	Drainage Plan	250.00	250.00
02/18/2022	HousePlans Pro	VISA DDA PUR	1,280.00	1,530.00
06/29/2022		CHECK 1280 - Final Site Drainage Plan cost	250.00	1,780.00
Total for Rotary Club of Westbrook-Gorham Charities			\$1,780.00	
Total for Sub Contractors			\$1,780.00	
Total for Direct Costs			\$8,873.94	
Overhead				
Bank Charges			\$1.35	
Interest Paid			\$ 64.50-	
Legal & Professional Fees			\$80.00	
Total for Overhead			\$16.85	
Total for House Project			\$8,890.79	
TOTAL			\$8,890.79	