

# Westbrook-Gorham Rotary

## Board Meeting Minutes: January 12, 2021

*Present:* President Kathi Perkins, Secretary Christine Johnson, Foundation Chair Steve Rand, Interact & Club Protection Dave Rolfe, Sergeant at Arms Michael Fandell, Treasurer Aaron Paiton

*Absent:* Vocational Chair Judith Reidman *Quorum present?* Yes *Others Present:* AG Holly Sargent

### Proceedings:

- *Meeting called to order* at 10:15AM by Kathi Perkins
- *Secretary's Report:* Nov 17, 2020 meeting minutes were approved and will be posted on website.
- *Treasurer's Report: House Project* – Most bills are paid & results include the lump sum expenditures carried over from earlier bills paid under a previous treasurer. Our net for this individual house was close to \$100K. However, a payment for paving to complete Dale Ave reduced our net in the house project column by \$26K. **Treasurer's Bond** – RI recommends that Clubs obtain a bond. Chalmers Insurance has such a product for "named positions". Bond level TBD. Aaron will discuss with Ethan Johnson to identify product and cost at various coverage levels. **Audit** – Kathi proposed that we consider having an audit performed as part of best practices. Topic was tabled for now, but may be raised again at tax time. **Outstanding item** – updating authorized signatures on TD Accounts still needs to be done among Steve, Christine & Aaron.

### Committee Reports

- *Golf* – \$200 in hole sponsorships may remain outstanding. The sponsors involved have been contacted. Aaron will check the PO Box for the last two checks.
- *Trees* – Net Profit to date is approx \$5800. However, we are awaiting a bill from Portsmouth for about \$400 for wreaths. Net was pretty much as expected with fewer trees this year and tighter margins. We hope to go back to the 400-tree count for 2021 and should look at increasing our prices. We could really use two additional tree racks and we need to address the lighting situation. Overall, we and our customers were very happy with the park location
- *Declaration Dr* – See treasurers report. House closing was December 16, 2021.

### Unfinished Business

- *Corona Virus Response:* Gorham Fire Dept iPads –We spent \$820 for 3 iPads, District is paying half and we will recover one iPad when they are done. Westbrook FD has applied to be a public immunization site and is awaiting state approval. We understand that they will have the funding needed, so the board did not approve a proposal to supply iPads to them at this time.
- *House Project moving forward:* Kathi has discussed briefly with Todd. WRVC is interested in continuing with this project. Todd would like to hold a meeting with a Rotary committee to discuss steps to move forward. Committee so far is Judith Reidman, Steve Rand, and Mike Fandell. Todd would like to see plans developed for the next project and adhered to in an attempt to avoid costly changes. Holly suggested that we have a discussion with the two other Rotary clubs in our District that also support a house building project. Mike Fandell showed us an example Microsoft Projects. Mike and Dave are hoping to engage WRVC in using some type of project planning tool like Projects that can help make project timelines and costs more transparent throughout.

### New Business

- *President 2021-2022:* Andy Turcotte has agreed to step in line as PE this year and President for next year. It was moved and seconded, and unanimously approved.
- *New Member Application:* We received an application from Crystal Brown who is the Community Marketing Manager for Subway Development and Aroma Joes in ME and NH. She is to join us for our regular meeting today. The board approved posting her to the membership. Dave proposed that we assign her a "mentor" to help introduce her to the group and be a resource to answer questions and talk to her about the club.

- Club Assembly will be next week January 19 2021

**For Future Meetings**

- New Membership Categories and Membership Ideas
- Community Needs Assessments for Westbrook and Gorham?
- Club Visioning? Strategic Plan?

Other business: None

Meeting adjourned following completion of business at 11:30 AM.

Minutes submitted by Christine Johnson Club Secretary

Next Board meeting February 9, 2021 at 10:15AM via Zoom.