

Westbrook-Gorham Rotary

Board Planning Meeting Minutes: July 17, 2018

Board Members:

Present: President Deb Shangraw, Treasurer Bill Gowen, Secretary Christine, Johnson, Interact & Club Protection Dave Rolfe, Community Service Sarah Hutchins, Pres-Elect Mike Foley, Foundation Steve Rand, Vocational Judith Reidman

Absent: Past Pres Bill Chadwick, Srgt at Arms Carlo Giraulo

Quorum present? Yes *Others Present: AG Tony Wagner*

Proceedings:

- *Meeting called to order at 10:08AM by Pres Deb Shangraw*
- *Secretary's Report:* No objections to June 5 minutes. They stand as presented.
- *Treasurer's Report:* Mike and Bill put together a cash in/out report based on past years' charitable spending. A few items were adjusted based on discussion. Projected 2018-2019 fundraising: \$17,500. Bill reviewed the club charity account fiscal YE 2018 which includes all proceeds and expenses from our fundraisers and the house. The House is accounted for using completed contract accounting. With a house sold last year, ending equity is significantly higher than the previous year. This summary also included the money donated from various clubs for Guatemala Water Project which is held and managed in a separate charitable account.

Announcements

- Deb is preparing a Board Book for each member. It should be ready for the August 7 Board Meeting.
- Crutches 4 Africa – Tony confirmed time is 5PM, Thursday 7/26 at 20 Gooch St. Biddeford

Committee Reports

- *Foundation:* Club match for last year was \$2025. Club total giving for last year was well above our average year. Pending final reports.
- *Vocational Service:* House on hold until school starts again. Decision on overhead or underground power must be made in the fall.
- *Interact/Youth Service/Protection:* The club needs to complete the annual compliance certificate signed by President. This action item needs to be added to the calendar. GHS Interact will attend our meeting on 7/24. WHS Interact tentatively will attend on 10/9. Deb would like us to work on partnering with Interact on projects and work on growing the WHS club. Suggest reaching out to some of the youth alumni, like RYLA alumni for ideas and engagement. Deb suggested to engage Mody and Kathi, along with others interested, to develop a plan of action. Board was not sure what our role should be with St Joseph's Rotaract club. Steve will contact the Sebago Lake Club to identify their point person. Dave will double check on requirement for background check for Reading Friends program.
- *International Service:* Guatemala water project is currently stalled pending action by the Los Amates Club. Tony and Bill will work through the issues.
- *Community Service:* Gorham night at the Sea Dogs raised \$181. Check has been sent to our PO Box. Board agreed to match that money when we send our check to Just Love (fighting human trafficking). Annual Food drive is coming up on August 18. Christine will create a FB event to be shared and prompted. Donations will be share between WHS food pantry and Westbrook Food Pantry. Books for Princeton: we were able to donate over 400 new and gently used books for this literacy project.

Unfinished Business

- Golf Tournament – Brochure is in draft form. Steve will follow up with Ethan and Jess to finalize and print. We need to start soliciting for Golfers and sponsors. Steve proposed that we have a golf committee meeting after the club meeting on July 24.
- Deb has some roles to fill and will follow up candidates for: VP, Membership Chair, Sergeant at Arms.

- Brochure – Christine will work with Mody to update and refresh.

New Business

- Survey – Deb would like to send out a survey to our members to better understand what they are looking for from our club. This led to discussion of looking at past Visioning documentation and possibly doing another event this year. Deb will follow up with Tony to obtain the material. Objective to develop a strategic plan for the club.
- Deb will ask all committee and project heads to pull together procedures for our projects. These procedures will be included in the Board Book and we'll develop a page for the website to also house this information.
- Mike and Bill are working on moving our accounts to Quick Books online.
- Proposal for evening meetings – Deb has proposed that we hold one meeting a month in the evening to allow additional opportunities for current or potential members to attend. We agreed that it should be the last Tuesday of the month should we continue beyond the August 28 trial.

Other business: None

Meeting adjourned following completion of business at 11:20 AM.
Minutes submitted by Christine Johnson Club Secretary