

# **Westbrook-Gorham Rotary**

## Board Planning Meeting Minutes: September 4, 2018

### **Board Members:**

*Present:* President Deb Shangraw, Treasurer & PE Mike Foley, Secretary Christine Johnson, Interact & Club Protection Dave Rolfe, Community Service Chair Sarah Hutchins, Past President Bill Chadwick, Foundation Steve Rand

*Absent:* Sgt at Arms Carlo Giraulo, Vocational Chair Judith Reidman

*Quorum present? Yes      Others Present: None*

### **Proceedings:**

- *Meeting called to order* at 10:15AM by President Deb Shangraw
- Discussion of Rotary Night Out: It was fairly well attended with 11 members and 11 guests. Identified two potential members who have been sent applications and information on golf tournament and cornhole tournament. Henry's presentation was recorded by the City of Westbrook and is available on vimeo.
- *Secretary's Report:* No objections to August 7 minutes. Approved. Posted on website. No objections to ad hoc meeting minutes from August 14. Approved. Will be posted.
- *Treasurer's Report:* Mike is planning to provide as much transparency as possible. Board received an email package with reconciliation reports prior to the meeting. Balance sheets and P&Ls for all accounts were provided in hard copy at board meeting. There are now separate money market accounts for club and charities tax IDs. Guatemala project and house project accounts are now reconciled.
- Scholarship/Toolship discussion: We continue to carry as a liability any scholarship awarded, even if never claimed. Todd has suggested we find a way to address the outstanding awards and clean up any tracking the WRVC has to do. Mike will engage the scholarship committee so a plan can be developed.

### **Announcements**

- None

### **Committee Reports**

- *Foundation:* No report
- *Vocational Service:* No report
- *Interact/Youth Service/Protection:* Dave has sent updated versions of club protection documents to Deb. Deb to review and provide to Christine to upload to website.
- *International Service:* New water project is moving forward. Have raised about \$70K and the application is in the hands of the Guatemala club. We are now in a waiting game.
- *Community Service:* We received \$159 from the Sea Dogs. Sarah moved. Christine seconded. Approved to match this from club funds and send check to Community Liaison Program for \$318.

### **Unfinished Business**

- Christine made a motion, Deb seconded, to send \$500 to Westbrook Food Pantry as noted in the draft charities budget. Passed unanimously.
- Al Juniewicz is proposed as a returning member. We don't need a new application, we can just reinstate him.
- Survey – Deb asks us to send ideas for the survey. A new draft was included in August email just prior to the board meeting.
- Christmas Tree Trailer: The plan is currently to move it to WMS on September 14 for kids to paint a Christmas scene. If we do that, we need to sand and prep surface. WRVC can't do this work so we need volunteers to do whatever prep is needed or outsource it. If Deb can get it prepped in time, we will proceed. Prepped by Sept 12, or no go.

### **New Business**

- Up to \$25 per month in spending will be added to the budget to purchase books for the various literacy boxes. Previous year authorized amount was up to \$15 per month, but current largest source of used books doubled their prices last spring.
- Cornhole Board: Board agreed to buy a Rotary logoed cornhole board which we will have on display at the tournament. Christine will work with the sign company to order and provide artwork. \$250 Deb moved, Mike seconded, approved.

Other business: None

Meeting adjourned following completion of business at 11:15 AM.  
Minutes submitted by Christine Johnson Club Secretary

Next Board meeting October 2 at **10:15AM** at WRVC. Note earlier start time.