

Westbrook-Gorham Rotary Board Meeting Minutes

November 12, 2025

Present: President Kim Carignan, Immediate Past President Phil Spiller, PE Jessica Pate, VP Eli Small, Treasurer Karen Arnold, Secretary Christine Johnson, Youth Services Kathi Perkins, Foundation Chair Steve Rand. **Absent:** Vocational Service Judith Reidman, Director Deb McPhail
Meeting called to order about 9:01 AM by Kim

Approval of Minutes: Minutes from October 8, 2025 Board meeting were approved.

New Members:

A new member application was received from Sue Sage. She has attended three club meetings and provided her application on November 11. She is a retired schoolteacher and world traveler. Moved to accept her application and present her to the club. Christine will include her intent to join in the next weekly email. Note: We still have a couple of membership packets that have not been presented. They are in a box at WRVC. We should check the box each week and plan to present to anyone present that day.

Club Items

Club Master Calendar: The “master calendar” is available on our shared drive [Master Calendar](#). Most items for November have been or are being addressed. We did not do a Snacks for Vets drive this year but are providing snacks periodically from our budget. Reading Friends program has still not restarted. Christine will try again with the three Gorham Elementary schools to determine if there is interest this year. Originally, the program was done at Village School.

Speakers/Programs Calendar: Kathi has suggested we hold our Club Assembly after the board meeting for that month. Christine will reach out to the Red Cross Rep scheduled for January 20 and ask if they can come on January 13 instead. CAs for March and May are already scheduled the week after board meetings.

2026-2027 Club Treasurer: Securing a Treasurer for the next Rotary year is a priority. Karen has approached a couple of people to gauge interest. She shared a few names who appear to be good candidates.

100th Anniversary: Kim would like to bury a time capsule with a picture of the club, other items to be determined and location TBD. An evening event on March 10 was suggested. Invite our AG and the DG. Possible displays of projects. Invite past Presidents. Date should be considered flexible so plans can be developed. Christine will speak with Chef Hernandez about options. Phil mentioned that the room may not be large enough for us, even if we add the side room. The HS Cafeteria was suggested, if that date is available. Steve recommended that we form a 100th Anniversary Planning committee to start working on this now. Christine has agreed to present at the February 7 Westbrook Historical Society’s monthly program meeting.

Dues status: 40 members on the books currently, although Sue Blais has told us she is “stepping back”. Christine will confirm a date to remove her membership. Ana Rousseau is the only member who has not paid. Kathi has reached out with no response. Christine will try next, as will Kim. If she doesn’t respond by December 1, she will have to be removed from membership.

Treasurer’s Report: Karen sent out reports ahead of the meeting. She went over the numbers for club savings & checking, as well as charities accounts. Finances are in good shape. TD Bank has closed Gorham Branch and will be closing Westbrook Branch shortly. Karen would love to move our accounts to another institution, but our unsecured line of credit with TD that is needed to complete the house cannot be replicated. She may establish a relationship with the North Deering/Northgate TD Branch for now. A future

treasurer can investigate options, should they choose to. Canopy cost of about \$800 was pad from leftover funds of the map project. PolioPlus flyers \$99 to be pulled from Misc Funds. Golf Tournament - \$3000 still outstanding, with IDEXX \$2500 being the most significant portion of it. Jason Beever memory fund holds \$4000, which we should make some decisions about. PolioPlus cans were emptied at the end of October. Adding that to the funds raised by Interact, Karen will send a check to RI with our club match of those funds.

Projects/Fundraisers

District Grants: Phil has receipts for reimbursement that he will get to Karen. Kathi mentioned that we need to plan on adding/replacing plants in the Bee Garden in Gorham in the spring.

Wreaths & Trees: Wreaths will be delivered early morning November 24. Scott Linscott has offered the FBC trailer. This should mean we only need a couple of people to help at Scarborough to count and load up the trailer for transport to 76 Sawyer Rd. A bow-adding session will be held both Monday and Tuesday approx. 9-3 for anyone who can help for any length of time. Trees will be delivered late in the afternoon on Friday November 21. The 12 trees we are receiving from Fox will be transported to the sales lot on Monday. **Trees:** Proposed prices under 5' \$40, 5-6' \$60, 6-7' \$70, 7-8' \$80, 8-9' & 9-10' \$90. Public works will hook us into electricity. Ellis Ledoux says our permit is all set, but Kim will confirm. Kathi has been to all the businesses on that side of Main St to explain our plans. Lot set up will block 2-3 parking spots, but most of the lot will be on the grass. We discussed having four shifts over that first weekend November 22/23, 10-1 and 1-4 each day, Wed 11/26 4-6, and Friday 11/28 12-3, 3-6. After that, the traditional hours will be used. Kathi has been working on entering the info into SignUp Genius and it should be ready soon. Allagash View Farms will be paid upon delivery Nov 21, as will Fox upon delivery on Nov 24. Steve and Phil will coordinate on arranging a Wi-Fi connection for the sales terminal.

Saco River Jazz Band – Proposed Fundraiser: Now proposed for late April or early May and must stay away from school vacations. No longer at FBC. It has been suggested that this be at the HS or Middle School in either Westbrook or Gorham. Proceeds to be split between music programs at WHS and GHS. Kathi to discuss with the schools to determine what is already happening in their music program and how we could fit in that schedule or support their plans.

Youth Services: RYLA kick off meeting is this Saturday. Kathi and Missy are going. Applications will be available in January. Interact Clubs are both interested in helping with tree sales and Kathi has received a proposed sign-up sheet from Amy. Gorham is going to decorate a tree for the festival of trees.

Dine for Strive FunRaiser: We have been approached to help with this fundraiser for Strive. Using a promo code, we'd receive 15% of sales and would be obligated to donate at least 33% of our proceeds to Strive. This was tabled. Questions should be sent directly to Kim for her to discuss with her Dine Around contact.

House: There has now been a house meeting this school year, held on November 4. Steve indicated that we will need to utilize the TD line of credit to complete the house.

River Bowl: Friday October 24, 2025 was a success for the club. We raised \$372 in the 50/50 raffle which has been used to provide requested food (Gorham Backpack) and a donation (Westbrook Schools). We also used our new branded canopy for the first time.

Annual Budget Approval: There is no language in our bylaws covering proposal or approval by the board and club of our annual budgets. Kathi has developed proposed language to be added to the bylaws. She will send it out for review and discussion at the December Board Meeting.

Meeting Adjourned at about 10:47 AM

Next Board Meeting on December 10, 2025 at 9AM via Zoom