

Rotary Club of Saco Bay 2013-2014



President: Greg Cloutier
Past President: Ted Gauthier
Pres-Elect: Chris Jacques (2014-2015)
Vice President: Sam Anagnostis (2015-2016)
Treasurer: Gary Hammond
Secretary: Lucie Hatch

Directors: Connie Minervino (2013-2016)
Andrew Laduke (2013-2016)
Judy Morin (2013-2015)
Jeff Slaton (2013-2015)
Leo Menard (2013-2014)
Larry Littlefield (2013-2014)

Board Meeting of August September 11th, 2013

Operations:

Excused: Chris Jacques, Gary Hammond, Jeff Slaton
Call to Order: 7:02am
4 Way Test: D Laduke

Secretary's Report: L Hatch

- __65__ members, inducted Uwe Kirchner, John Provost
- Average attendance %_80.13 August
- __5 of 5__ meetings held,

Approval of Minutes: board minutes of August 7th and electronic vote of August 2nd .

A Motion was made by J Morin and seconded by T Gauthier to approve the minutes of August 2nd and August 7th. The motion passed with 9 votes in favor, none opposed.

Operations Treasurer Report: Doc absent, no report available

D Laduke expressed concerns regarding financials, i.e. Pay Pal acct money never getting transferred, the manner in which the acct was opened, etc. President Cloutier adds that the club members will be notified again that no one is to order supplies, purchase or order anything on his/her own. All requests will be made in writing, given to the secretary, who will present requests to the treasurer. The request will be paid when all info has been presented.

*****A Motion was made to table the treasurer's report, but none is available at this time.

Membership Committee: Nancy and Dennis have assumed the orientation of new members

- Committee chair will induct the new member
- Fireside Chats will be scheduled by Doug Hooper
- Mentors will be assigned
- New members will be asked to attend district events

- A Yearly satisfaction survey will be conducted
- ****District event in Eliot - \$35 pp fee
- Oct. 19th RLI in Lewiston – plan to send 5 members, \$75 each

Old Business: District Gov visit for 9/12/13. A reception will be at Captain's Galley Restaurant from 5:30pm to 7:30pm with the Biddeford/Saco Club. The fee per club is \$250.

Greg asks for a \$500 donation to be made to District Gov. Johnson for her literacy program in Guatemala.

A Motion was made by Leo and seconded by Connie to take \$250 from operations account for payment to Captain's Galley Restaurant, for the governor's reception 9/10/13. The motion passed with 9 in favor, none opposed. (This is a line item.)

A motion was made by Leo and seconded by Connie to make a donation of \$500 in Caroline Johnson's name for her literacy program in Guatemala. The funds will come out of the foundation's undesignated President's funds. The motion passed with 9 in favor, none opposed.

New Business: Formation of Audit Committee

- Ted – chair of Policies and Procedures Committee
- Audit committee include John Hart and Peter Bishop
- There will be a presentation to the club Nov. 1st

Policies and Procedures Committee; T Gauthier – chair

- Committee members include P Hatch, L Hatch, J Howe, G Hammond
- D Laduke asks that the policies/procedures committee create a policy re: audit reviews
- Need to form a manual – let all committee chairs document and submit to the president a summary of duties/description for their committee.
- Discussed external audit for a cost of \$3000 vs an internal audit
-

A motion was made to close the operations meeting and open the foundation meeting at 7:47am. The motion passed with 9 in favor, none opposed.

Foundations Meeting

- Call to order; 7:47am

Treasurer's Report: unavailable at this time

Charitable Giving Requests; J Slaton excused, C Minervino reported;

The Charitable Giving Committee discussed the following requests:

1. Open Hands/Open Hearts requested \$500 to pay utilities, pay rent, purchase clothing. The CGC denied this request (we do not pay rent or utilities) but will consider funding clothing. She has been asked to amend her request.
2. The CGC denied a request from the Elks who was asking \$75 for a hole sponsorship for a youngster in need of medical attention.
3. The CGC denied a \$500 request from Sweetser for a new computer.

4. Bon Appetit: an informal request was made for money to pay rent, funds to “stay open.”
 - a. Consider adding Bon Appetit to our Charity of the Month rotation
 - b. Have a line item for Food Pantry/Bon Appetit/Backpack Program
5. Unspecified request from the OOB Food Pantry presented to the board – send it back to the CGC. There are 3 food pantries in OOB.

A Motion was made by D Laduke and seconded by L Menard to accept the recommendations of the CGC:

- Deny Open Hands/Open Heart request, encourage to reapply
- Deny Elks request for hole sponsorship for one sick child
- Deny Sweetser request for a new computer
- OOB Community Food Pantry – send back to CGC
- Outreach Kids Care Meal Packet (Mac and Cheese) – requesting \$500 - denied

The motion passed with 9 in favor, none opposed.

A Motion was made by Ted and seconded by Leo to make Bon Appetit December’s Charity of the Month, rounding up to \$500 minimum.

Charity of the Month:

- August – Student of the month
- Sept is Salvation Army Thanksgiving Turkey Baskets, to coincide with the induction of B. Brian Smith
- October is Toys for Tots
- November is fuel oil fund via YC Realtor’s 501 C3 (already established)
- December – Bon Appetit

*Fishing Tournament; L Menard

- No final numbers available as yet

*Tri-City Golf Tournament: tournament ended 3 days ago, report next month

*Cascade Falls – grant for \$1700, includes heavy lifting, more info to follow

Nigeria – Ann Hussey had requested up to \$1000 last march for a project to build bridges. There is a confusion in regard to the Nigeria project as it has been referred as several different things; Project Aware, building bridges, and lastly Medical Missions. KK took it upon herself to write a personal check of \$600 last weekend when Ann Lee requested the funds;

A Motion was made by Dru and seconded by Leo to reimburse KK the \$600 for the Nigeria Bridge Project. The motion passed with 9 in favor, none opposed.

****Greg: club members will be told that no one is authorized to purchase/spend without approval of the treasurer beforehand. No one is to purchase or spend prior to approval and expect reimbursement afterwards. After approval has been made, a receipt of the purchase will be submitted to the treasurer.

Committee Reports:

- Community Service:
 - TA gazebo painting – TA wants to thank those who helped in the renovating and painting of the gazebo. Representatives of TA will attend the Oct. 4th club meeting.

- Red Sox Game of Sept. 17th. A 29 passenger bus has been rented, 16 verbal commitments received at this point, cost is \$85 per ticket. The bus leaves from Captain's Galley at 3:30pm, is booked for 7 hours. Any overtime will have to be paid afterwards.
 - International Service: Visas are being processed for those going to Nigeria;
 - Rotary Foundation-
- New Business:
1. School Based Pantry Program: Leo received a request for our club to sign an agency contract with the Good Shepherd Food Bank
 2. The Backpack Program has not been successful, as the children are not eating the beans/rice provided; the food is being wasted.
 3. The Backpack program is being shifted to a school food pantry
 4. TA runs its own pantry, Biddeford is funded by Hannaford
 5. Our responsibility is to deliver food and provide unspecified funds
 6. No review has been made by our attorneys nor insurance agents
 7. Place on agenda for next month.
 8. Much discussion was made regarding signing contracts, the use of our 501C3, use of Rotary logo and reputation.

Motion to Adjourn the foundation meeting was made by L Menard and seconded by D Laduke at 8:34am.

The next board meeting will be October 9th, 2013 at 7:00am at Ocean Communities Credit Union in Biddeford.

Submitted by Lucie Hatch
 Club Secretary
 September 13 th, 2013