Meeting Minutes 8/17/22

River Valley Community Bank 580 Brunswick Rd, Grass Valley - 12:00 PM

Members present:

Norma Moore, Carol Scofield, Shannon Buehler, Charlie Litton, Melissa Collins Susan Drown

Treasurers Report: All funds transferred as of last night from Tri Counties to RVCB as of 8/16

Admin- $4687.27 current balance $3805 receivables currently

Fundraising $15650.01

Reviewed Admin and Fundraising proposed budget. Discussion held about making sure to get expenses in the right line items. Would like the Committee chairs to come to the board with a proposed budget on what they want to spend this year and what they want to accomplish. We need to fund our club appropriately. To the admin budget we need to add a legal expenses/fees line item. Fundraising budget- needs go to out to the committee chairs also- Committees need to review proposed budget and let us know if that works for them. Fundraising budget this year is $15000 that was set aside and allocated for this year from last year.

Pints for Polio- October 24th. Discussion is that we need to find a location to host an event that day. Suggestions were: Round Table, 1849, Grass Valley Brewery, new brewery in Nevada City.

Discussion regarding creating a Foundation 501 © 3. Reason being, we cannot do any kind of raffle, silent auction, or anything where there is a ‘winner’ unless we file with the state a permit. We have to be a non-profit to apply for the permit and have to be established for at least 1 year prior to applying. If we want to do that in the future, we will need to do create the non-profit 501 C 3. We can go through Legal Zoom, $400 is the cost. They help with various things including filing Articles of Incorporation, apply for new tax id number, registering with the state as a business entity. Have to file tax forms for non-profit. Not a big deal but it’s a lot of work. Rotary International does have a recommendation for a club foundation Articles of Incorporation. We would need to establish the board, decided on a fiscal year, etc.

Alta Sierra School grant discussion held as to how to improve this year. Feel it needs to be funneled down to one person rather than 4-5 people trying to be involved. Shannon will be the chair of the grant and Melissa will help with the grant process as needed. Shannon will sign up for grant training so she can be the one to be the point person.

Truckee Club is going to send us the money for the last years international EVAC/Operation Snow Leopard grant, the bill was sent to the wrong club. We also overspent by about $1500 on the grant because the district match fell short of what we applied for and did not know that until we had already committed the full amount.

Zoom discussion- recommendation was made that the club purchases a laptop and some type of book shelf or cabinet so we have all our supplies at the Courtyard Suites (no motion was made). Melissa and Norma tested out the google meet room and it works just like Zoom. We feel we can eliminate Zoom and offer google meet for free going forward. It’s very easy to set up, use, is clearer than Zoom and easy to text a link to anyone who wishes to join electronically.

Electronic payment system- Susan will look into Venmo for the club, we will be passing the fee to members if they choose to use the service once implemented.

Melissa and Susan are continuing to work on the corporate membership policy and new member application. Will have an update to the board by next week as to where we’re at and if we have a document ready for review.

Clarity and organizations – Carol and Norma would like to put together monthly ‘team’ where each member has a specified duty for the month ie: set up for meeting, arranging monthly speakers, take down for meeting. They are asking for help from the members, they can’t do it all on their own folks and need some help.

Respectfully submitted,

Melissa Collins, Secretary