 **MEETING MINUTES**

Meeting Title: Board Meeting of Rotary Passport Club

Date: July 27, 2017

Time: 7:06pm

Attendance: JoAnne Tanner, Dwight Chambers, Carol Langley, David Kenitzer,

Leigh-Ann Reinero, Louise Dutton, Joceline Herman, Mary Mecklenberg, Kwame Acquaah, Mike Reinero

**Call to Order and Approval of Minutes:**

The board meeting was called to order by President JoAnne Tanner at 7:06pm.

Motion: It was moved by Carol Langley and seconded by Joceline Herman to approve the minutes from the Rotary Retreat on July 9, 2017. So passed.

**OFFICER REPORTS:**

**President – JoAnne Tanner:**

**Discussion:** It’s been a busy month with a lot going on. We are off to a great start with a lot of new members and the new roles we are filling.

**Secretary – Leigh-Ann Reinero:**

**Discussion**: We have 6 new people ready to be inducted at our August meeting. We have 4 more that have been invoiced and will hopefully be paid in time to be inducted at the August meeting. We are currently at 70 members. The women in our club have overtaken the men and we still show a high percentage of New to Rotary members.

**Action:** Mike Reinero noticed two errors on the membership Stats that Leigh-Ann will review and fix.

**Treasurer – Joceline Herman:**

**Discussion:** Reminder emails have been sent out to club members with outstanding invoices. New members will have their dues prorated as they join the club. RI dues have not been paid yet. We have paid District for half the year. Joceline is now capable of writing checks, she just hasn’t been given access to make deposits.

**Action**: Joceline will follow up with the Bank of Commerce to find out why she doesn’t have mobile access yet.

**OLD BUSINESS – Review of Pending Projects:**

1. **District Picnic – JoAnne Tanner**

**Discussion:** Price is $7 per person, Kids 7 and under are Free.

**Action:** JoAnne to send an email out to our members. We are also in need of manpower.

1. **Name Change – Dwight Chambers:**

**Discussion:** We will be changing our name to *Rotary Passport Club of District 5180 #1*

**Action:** Dwight will contact RI to walk him through the process and then Mike Reinero will handle getting all of our bank accounts changed over.

1. **Flag – Dwight Chambers:**

**Discussion:** Dwight presented two new versions of the flag we want to present to clubs that we visit. It will be a white flag with blue writing that includes a picture of a US Passport and the State Capital. It will include our new name and est. 2015.

**Action:** Dwight will create a new mock up and then we will send it to a designer to create.

1. **Buddy System- Dwight Chambers & Carol Langley**

**Discussion:** Carol put a list together pairing seasoned/transferred Passport members with Passport Members new to Rotary. The goal is to have the buddies text or call each other regarding meetings and activities.

**Action:** Dwight will put together the guidelines by the August 10th meeting

1. **Mentor Program – Carol Langley**

**Discussion:** Carol put together a Rotary booklet that will be given out to all new Passport members that are new to Rotary called Rotary Basics. The Mentor program is for new Passport members new to Rotary.

1. **Mobile App – David Kenitzer**

**Discussion:** Instead of using a Facebook group, we have decided to use the *Band App*. David ran through the steps of downloading the app and getting signed up. This will be a closed group for Passport members only.

1. **Other Old Business:**

**Discussion:** Carol Langley attended an Awards meeting. We have the potential to earn 165 points out of 245. We lose points because we don’t have a Youth Services program and we don’t have everyone giving to the Rotary Foundation.

**Action:** We need to promote giving blood

**NEW BUSINESS*:***

1. **Club Administration & Service – JoAnne Tanner & Louise Dutton**

**Discussion:** Service has been Passive and we now want to make it more Active. Louise would like to make a Calendar-At-A-Glance to be displayed at our meetings. It was suggested that we ask for member assistance with being a liaison to our partnering clubs to help sit on a committee and help organize our club members to help with service and fundraising for the partnering club.

Kwame discussed that he is helping create a Peace Conference with the district and would like to invite our Passport members to be a part of the organization process.

**Action:** Get Passport liaisons for partnering clubs, increase awareness on social media (get a committee together to help with content for social media), post a laminated calendar at meetings that shows activities, and include a Help Wanted ad in the newsletter asking for 8 volunteers to be liaisons.

1. **Partner Club Update – JoAnne Tanner**

**Discussion:** The South Placer Club may be interested in becoming a Partnering Club.

**Action:** Leigh-Ann will send the president of the new South Placer club a copy of the Partnership Agreement.

1. **Request for List of Members that Left the District – JoAnne Tanner**

**Discussion:** Ray Ward provided us with the district list of people that left Rotary in the last 18 months. Mike Reinero has used this list in the past to reach out to those who, depending on why they left Rotary, might want to still remain in Rotary. They would send an evite to meetings and suggest they check out our website.

Dwight explained his discussion with Andrew Avalos. He is incredibly busy and need to step away from leadership on the board.

**Action:** Kwame and JoAnne will get together to handle the list and send invitations. Mike will give Kwame credentials to use the Rotary evite

1. **Other New Business**

Carol Langley discussed the following:

* **RI Goal - Every Rotarian to Plant a Tree** – The district wants to participate in achieving this goal and will be asking each member in our district to plant a tree. We will hear more about this in January.
* **New Signage to Push Rotary Brand** - Carol created a sign that will be put outside our meeting area so everyone knows that a Rotary meeting is being held.
* **Service Reporting** – Need to add that social activities are included in our service reporting.

**Action:** David will change on the Google app and on the website. Leigh-Ann will change in the newsletter.

Leigh-Ann Reinero discussed the following:

* **Red Dot Program & Badges** – David created a new form that allows new members to have choices on what they do to complete their Red Dot Program. Either the Mentor, Sponsor, or Buddy can help with 6 months to finish. We have two people who are to receive recognition for completing the Red Dot Program. It was suggested that instead of using a red dot, we use different colored paper for their name badges. For Red Dot we would use red paper with white lettering and blue for the graduated members.

**Action**: Leigh-Ann will create new name badges using the different colored paper. The first name will be in a big font while the last name and classification will be in smaller fonts.

JoAnne Tanner discussed the following:

* **Complimentary Meals for Next Meeting** – We will be providing complimentary meals to DG Sandi Sava and Barry Kalar at our next meeting as well as our AG Ray Ward.

**DIRECTOR REPORTS:**

**Public Image – David Kenitzer**

**Discussion:** The update to the website looks great. Continuing to work on the content. David also created 3 versions of a new logo with our new name. They will be put in Dropbox for everyone to use. The new newsletter format seems to be working. Our stats went up for people opening it.

**Action:** Mike and David will work on getting a new domain

**Foundation – Carol Langley and Mary Mecklenburg**

**Discussion:** DG Sandi Sava will be handling the inductions at our next meeting. Carol Langley made each new member a membership packets that includes a sheet discussing the Who, What, Why and How about the Foundation. Also, a card will be placed at each seat at the meeting regarding EREY (Every Rotarian Every Year). This will hopefully remind people to consider donating.

**Action**: Carol will check transfer members to make sure their Foundation donations are being credited to Passport.

**Membership – Kwame Acquaah**

**Discussion:** No comments right now. Just happy to be a part of the team.

**Service – JoAnne Tanner and Louise Dutton**

**Discussion:** We will have

**Club Administration – Louise Dutton**

**Discussion:** The breakdown for the next few months for social activities is as follows:

August – Club Meeting and District Picnic

September – Nothing planned

October – Hornblower Cruise on Sacramento River - Oct 14th at 8:30pm. Members pay for their

 own tickets instead of us trying to get tickets in advance.

November – Club Meeting

December – Hosting a holiday party on a Thursday night early in the month. More details to come.

**Final Words:**

**Discussion:** Joceline reminded everyone to provide her with receipts in order to be reimbursed. Even if you don’t want to be reimbursed, it’s good to know how much was spent in order to budget for future years.

**Discussion:** Dwight reminded everyone of important dates, activities and miscellaneous information:

Rivercats – No one at the table is able to attend

Priority #1 – We had 6 people attend the conference

Foundation Seminar – August 19th (need 3 people to attend)

District Picnic – August 27th (will need some manpower)

District Grant Committee – Glenn Fong is heading up District Grants and Dwight will be sitting on the committee.

District Newsletter – Good information. David will check to see if it’s possible to link it to our website.

Meeting Adjourned at 8:30pm