 **MEETING MINUTES**

Meeting Title: Board Meeting of Rotary Passport Club

Date: February 21, 2018

Time: 6:10pm

Attendance: JoAnne Tanner, Dwight Chambers, David Kenitzer, Joceline Herman,

Leigh-Ann Reinero, Kwame Acquaah, Megan Ham, Alice Perez, Al Frumkin

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

Motion: It was moved by David and seconded by Megan to approve the minutes from the Rotary Board Meeting on January 17, 2018. So passed.

**OFFICER REPORTS:**

**President – JoAnne Tanner:**

**Discussion:** We had a great quarterly meeting and sees the club coming together. She and Carol attended the midyear retreat and found it very helpful and energizing. Happy to see Bill Wittich receive his Honorary membership and the great response with our first Customs meeting.

**Secretary – Leigh-Ann Reinero:**

**Discussion**: We reviewed the Secretary’s Report dated as of February 21, 2018. It shows 21 new members this year with 23 terminated memberships bringing total membership to 66. The terminations over the last two months are because members either decided not to return or refused to pay their dues. We currently have 2 people interested in the club with one that has been approved and waiting for her to pay her invoice.

Service shows that our Rotary hours reported are 58% of the total hours and our Self Directed hours are at 42%. We currently show 1681 combined hours with 118 reports submitted.

We reviewed why members have been leaving. Reasons given have been money, time, and lack of connection. We need to continue trying to attract younger members and different ethnicities.

**Treasurer – Joceline Herman:**

**Discussion:** We still have $2000 outstanding in past dues. There may be some concern regarding the price of dues and not enough communication to new members.

Joceline has also started a draft budget for the 2018-2019 year.

**Action:** Kwame to update the membership application to include the dues amount.

Joceline to send a W-9 to Alice Perez so her office can pay her dues.

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

1. **Club Name – JoAnne Tanner**

**Discussion:** Paperwork was submitted to RI using the name Rotary Club Passport One, D5180. This adjustment means there is no need for a Resolution. Once we receive approval we will create the banner.

1. **Customs – Kwame Acquaah**

**Discussion:**  Our first Customs Meeting was a success with 17 members in attendance. Customs meetings will be held every other month and the next one is set for 6pm on March 15th at Alice Perez’s home in midtown. We will be playing Family Feud Rotary Style.

**Action:** Leigh-Ann will send out the invitation

1. **Mentors – Kwame Acquaah**

**Discussion:** The Membership Committee has discussed how to make this program more effective. Carol will continue assigning mentors for next term a lead person will be chosen from the Membership Committee to organize this program.

Carol has agree to meet one on one with all new members to go over Red Dot, Service Hours, Partner Clubs, Customs and anything else unique about Passport.

Carol also sent out an email to the club with a subject line “I know Your Secret”. It was to see how many members still need help logging onto Clubrunner. Carol had four members reach out and ask for help.

1. **RYLA – Dwight Chambers**

**Discussion:**  Applications have been sent out and we hope to have 2 candidates plus an alternate from the Rancho Murieta area. Dwight will be putting together the grant for next year’s candidates.

1. **A Touch of Understanding – JoAnne Tanner**

**Discussion:** Club member Roxanne Schnider attended the quarterly meeting asking for the club’s help to support a possible district grant for ATOU. The club was willing to use Happy Dollars from the February quarterly meeting.

1. **Other Old Business –**

* **Peace Project – Kwame Acquaah**

**Discussion:** The Peace Conference is scheduled for April 28th. The cost to attend the dinner is $125 per person or $1000 per table of 8. The table would be close to the President of Ghana. General admission for the event is $55 per person. Registration will be opening soon.

**NEW BUSINESS*:***

1. **Partner Clubs – JoAnne Tanner**

**Discussion:** Carol will be attending PETS soon and plans to speak with our partner club’s PEs to get clarification about money for our help with their projects.

**Action:** Dwight and Mike to review the Partner Club contract.

1. **Recurring Dues Form – JoAnne Tanner**

**Discussion:** The Recurring Dues form on the website is no longer valid and needs to be removed. As pointed out by Alice Perez, our application does not mention our dues amount or structure.

**Action:** Kwame will update our application and we need to remove the Recurring Dues form.

1. **Hall of Fame or Rotarian of the Year – JoAnne Tanner**

**Discussion:** JoAnne would like to recognize a member of the club as a Rotarian of the Year or a Hall of Fame.

**Action:** Board members are free to make recommendations

1. **Other New Business**

* **Discussion:** We need to make sure club expectations are pointed out to all new members. It was suggested we provide a spreadsheet highlighting what is required financially and what is considered optional.
* **Discussion:** It was suggested by David that we review the dues structure at the end of the Rotary year.

**DIRECTOR REPORTS:**

**Public Image – David Kenitzer**

**Discussion:** David will send the report via email.

**Foundation – JoAnne Tanner**

**Discussion:** Carol would like to present more Foundation awards at our meetings. When we give contributions for our Paul Harris Fellows, the club is given Recognition Points. These points are of no value to us. Their purpose is to encourage us to award PHF to people we know (family, friends, other members). It takes 1000 recognition points to give a PHF, and we currently have 8 club members with enough points to do this.

**Action**: Carol will ask the 8 club members if we can use their recognition points. Al Frumkin has offered his points to use.

**Membership – Kwame Acquaah**

**Discussion:** The Membership Committee will put together a booklet that explains the expectations of the club. An online version will be included.

We have two people at various stages of joining Passport with one more inquiring about the club.

Kwame would like to work with the Membership Committee regarding branding.

**Service/Club Admin – Megan Ham**

**Discussion:** Looking at using Signup.com to announce volunteer opportunities, social mixers, and meetings. Members can sign up and we can track to see who will attend. It’s also free. We could do payments through it using WePay (2.9% + 3%). It was agreed that we would not do payments through it.

It was decided that we will not have members pay in advance at Todo Un Poco and won’t reserve a private room. Members can purchase their own drinks and food.

Megan has not reviewed the survey results yet, but people want to have more socials. Many signed up to help with the wine/beer pouring.

**Action:** Megan will get the sight set up for our events and will send it out to the club members.

**CIO – Dwight Chambers**

**Discussion:** Dwight will mail CIO updates

Meeting Adjourned at 7:45pm