

**Minutes**  
Budget and Finance Committee Meeting  
3:00 p.m. – 5:30 p.m., Tuesday, December 7, 2010  
District 6000 Administrative Office  
Pella, Iowa

1. The meeting was called to order by PDG Diana Reed, Chairman, at 3:00 p.m.
2. PDG Cal Litwiller, Secretary, ascertained that a quorum was present.

The following were in attendance:

Gov. 07-88 Diana Reed, Chair	Gov. 04-05 Bill Tubbs*
Gov. 08-09 Susan Herrick	Gov. 05-06 Corliss Klaassen
Gov. 09-10 Cal Litwiller, Secretary	Gov. 06-07 Del Bluhm (Absent)
Gov. 10-11 Gary Welch	Gov. 11-12 Donald Patterson
Kathy Strum (Treasurer, Absent)	Gov. 12-13 Terry Geiger*
Gov. 03-04 Dennis Skinner (Accountant, Absent)	Gov. 13-14 Rita Perea*

Carolyn Scharff (District Admin.)\*

Note\* = Ex-Officio

3. Chair Reed called for approval of the agenda. There were additions to the agenda:  
6a Carolyn's Salary  
6b Extension Committee Line Item  
6c Flood Relief Money  
Agenda was approved by a motion proposed by PDG Susan Herrick and Seconded by DG Gary Welch. The agenda was approved by a unanimous voice vote.
4. Chair Reed called for approval of the October 28, 2010 minutes. DG Welch made the motion to approve the minutes. DGE Patterson seconded the motion. The motion passed unanimously by voice vote.
5. Under old business DG Welch confirmed that three clubs have signed letters of intent to request funding for their president-elect to attend the 2011 New Orleans RI Convention. The clubs responding are, Iowa City Downtown, Decatur County, and Tipton. Coon Rapids and Marengo have been contacted for interest and will be contacted again to determine their interest.

The subcommittee set up to handle this program will develop a subsidy plan for those who will be receiving funds. Participants will be reminded that they are expected to register for the convention.

- 6a. Carolyn's Salary  
DG Welch and Carolyn have reviewed the salary being paid District Administrator Carolyn. A pay raise from \$15.00 to \$16.00 per hour was approved for this 2010-11 Rotary year and was included in the 2010-11 budget. Carolyn has not been paid on the new salary for the months since July 1. DG Welch will check with District Treasurer Kathy Strum and PDG Denny Skinner to make corrections.

A discussion was held on the proposed salary for Carolyn for the Rotary 2011-12 year. Carolyn is currently being paid \$16.00 per hour, which based on 1100 hours comes to \$17,600. The proposed salary for the Rotary year of 2011-12 is to be \$18,480, which is a 5% increase from 2010-11. The proposed salary increase was moved by PDG Herrick and seconded by DG Welch. The motion was approved by a unanimous voice vote.

Proposed budget for Rotary year 2011-12, line item 37, is \$1,500 for the District Administrator to attend the 2011 RI Convention on New Orleans. The motion to pay for this line item was proposed by PDG Herrick, seconded by DG Welch and approved by a unanimous voice vote.

6b. Extension Committee Line Item Expense – DGND Perea

DGND Perea presented a proposal which identified the importance of the District 6000 Extension Committee to the future growth of our district. The proposal included a request of a Line Item that will cover the expenses of the Extension Committee.

The Extension Committee is investigating the development of new clubs in Indianola, Ames and an E-Club. For the Extension committee to develop these options they will need funds for printed materials, advertising, marketing, facilities, publicity, luncheons, postage and chartering fees. Past experience indicates that it is difficult to get new club initiating costs for RI, as experienced with the new Rotary Club of Greater Des Moines. A discussion ensued relating to the question of how these expenses will be paid. Further discussion on funding was deferred to a discussion of item 8.

The following proposal was made by DGE Patterson, seconded by PDG Herrick:

1. The establishment of a Club Extension restricted fund in the initial amount of \$5000, beginning in 2011-12, to enhance and support club extension activities. Yearly replenishment of the restricted fund is proposed to come from RI reimbursement and/or District carryover.
2. The maintenance of a Club Extension line item fund within the 2011-12 operating budget in the amount of \$500 for club chartering fees.
3. Final approval of this proposal is contingent of approval of funding in the 2011-12 budget.

Discussion of the proposal included the statement that this money can be seen as opportunity money for E-Clubs and successive new clubs.

The proposal was approved by unanimous voice vote.

6c. Flood Relief Money Carryover – PDG Herrick

District 6000 has some unspent money left over from the Mississippi flood relief effort in the Rotary year of 2008-09. PDG Roger Borup and Mike Messier (Rotary Club of Iowa City AM) have notified District 6000 that there is \$4910.00 unspent from the relief effort. This money has been placed in the HEF fund. PDG Herrick will confirm that this money is currently in the HEF relief fund. These funds are designated for any future disasters that will have a need for resources

7. Current Financials – PDG Skinner

Given the fact that PDG Skinner was not present at this meeting, any questions relating to the District 6000 financials should be directed toward PDG Skinner.

8. Final Budget 2011-12

The proposed budget for 2011-12 was reviewed. Three items were raised related to the proposed budget, and were given a straw vote for passage.

- a. Proposed increase in DGN allocation for attendance to the RI Convention: Proposal failed.
- b. Proposed addition of \$1000 for DG attendance to the RI Convention: vote of 3-3, therefore the proposal failed.
- c. Proposal that "Maximum" be added to the budget section relating to reimbursement for attendance to meetings, Line Item 77, except Zone Assessment; Proposal passed.

The following motion was made by DG Welch:

"Contingency funds at the end of the Rotary year are to be used first to provide or replenish the \$5000 Extension Committee Fund, with the balance of the contingency funds being divided 50:50 between the Youth Scholarship Fund and the Humanitarian Fund"

The motion was seconded by PDG Herrick. The motion was unanimously approved by a voice vote.

9. Other Topics.

- a. Multi District PETS (MDPETS). AGs have surveyed the Presidents to determine the need for financial assistance for presidents to attend MDPETS. Responses have been received from 7 District 6000 clubs expressing their interest in financial assistance. Two clubs have expressed that they will not be attending MDPETS. DGE Patterson will receive the requests from clubs for assistance. Carolyn will determine where and when PETS will be held in surrounding districts for those who cannot attend our PETS training.
- b. The Rotary Club of Johnston presented a "Certificate of Appreciation" to District 6000 for their efforts in presenting and supporting the "Care Bear" project. Approximately \$17,000 was collected for this project.
- c. DGE Patterson presented District 6000 with a banner from the Nigerian District 9125.

The next meeting of the Budget and Finance Committee will be Tuesday, February 22, 2011, 3:00 p.m. at the District 6000 Administrative Office.

PDG Herrick made a motion to adjourn the meeting, seconded by DG Welch. Meeting adjourned at 5:30 p.m.

Respectfully submitted,

PDG Calvin Litwiller, Secretary