

**BUDGET AND FINANCE COMMITTEE
THURSDAY, MAY 17, 2018
DISTRICT OFFICE
PELLA, IOWA**

Present: Steve Dakin, Terry Geiger, Chris Knapp (Secretary), Emmi Miller (Treasurer, ex-officio), Loring Miller, Erna Morain, Tom Narak, John Ockenfels (Chair), Mike Ruby, Carolyn Scharff (District Administrator, ex-officio), Dennis Skinner (District Accountant, ex-officio), Bill Tubbs (ex-officio)

By Phone: Jacque Andrew

The Meeting was called to order at 10:10 A.M. by Chair John Ockenfels.

A quorum was ascertained.

Minutes of the Meeting of November 30, 2017:

Motion to approve Minutes as distributed.

Moved: Erna Morain

Seconded: Tom Narak

Passed

Old Business:

None

New Business:

Finance Report:

District Accountant PDG Dennis Skinner presented the April financials. The expenses and receipts are all within acceptable limits. Based on 10 months into the Rotary year, the expenses versus sources of funds is on track. The board is very pleased with the clarity and directness of the district reports and the format. Both the treasurer and district accountant provide excellent narrative and counsel in their presentation of the financials.

Motion: To approve the Finance Report as presented by the District 6000 Accountant, Dennis Skinner

Moved: Tom Narak

Seconded: Jacque Andrew

Passed

2018-2019 Budget Discussion:

DGE Tom Narak led a review of the 2018-2019 approved budget. The budget was approved at the Annual Meeting held March 9, 2018, at NCPETS in Rochester, MN. The discussion reviewed the support of district leadership training and in particular, District Trainer, Public Image, Membership and Foundation. There was support for a budget line for each district committee to cover travel expenses associated with presentations at clubs. Next year budgeting process should take this into consideration.

District Accountant Dennis Skinner advised that if the district is considering recurring expenses in a specific category then a line item should be created. Additionally, should the district consider occurring deficit budgets then the Board of Directors should recommend a change to the district's bylaws.

DGE Tom Narak advised the Budget and Finance Committee that he was to receive a \$14,820 allocation from Rotary International. Tom also provided an update on the projected dues income. Based on the current membership, 3,725 and a rate of \$30 per member, projected dues income will be \$111,750.

District Administrator Report:

District Administrator Carolyn Scharff reported to the board that past District Technology chair, Michael Schmidt has agreed to facilitate the purchase of a new laptop for the district office. He will also install any necessary software. A new HP color printer has also been purchased for \$99.00. These three items have been authorized by both the Budget and Finance Committee and the Board of Directors.

Carolyn reported that the current district copy machine is working and producing good copies. She reported that if the district were to need to purchase a new copier the price for a similar machine is approximately the same cost as what we paid 7 years ago. The Board said that leasing a copy machine should also be considered when the copier is replaced.

Banner replacement report: Carolyn presented cost figures for new banners to be used at district events such as the conference, district training assembly, etc. (See attached) After some discussion it was determined to have Mike Ruby and Loring Miller work with Lori Conn to develop two different banner designs similar to the 7 panel (#1) and the vinyl banner (#2) shown on the attachment. Mike and Loring will report back.

Special Report:

Chair John Ockenfels recognized PDG Jacque Andrew as serving her last meeting as a member of both the Finance Committee and the Board of Directors. Jacque appreciated the sentiments. Chair John Ockenfels also reported to the committee that DGN Erna Morain was recognized by the City of Waukee as Waukee Citizen of the Year. Loring added to the recognition by leading the members of the Budget and Finance Committee and the Board of Directors in a gender appropriate version of "For She's a Jolly Good Feller"; the singing had much to be desired.

Resolutions to the Board of Directors:

The Budget and Finance Committee makes the following recommendations to the Board of Directors:

- 1.) That the District Governor Nominee Designee (DGND) become a voting member of both the Budget and Finance Committee and the Board of Directors of Rotary District 6000 upon the election of the DGND at the annual meeting following the nomination of the DGND.
- 2.) That the Board of Directors recommend to the membership of Rotary District 6000 that the membership be able to approve a deficit budget as long as there are adequate "unrestricted funds" available to cover the deficit.
- 3.) That the Board of Directors consider the purchase of new district banners to replace the current faded and obsolete branded ones. These banners are on view at various District 6000 events. (See attachment)

Adjournment:

Motion to Adjourn at 12:00 Noon: Steve Dakin
Passed

Respectfully Submitted,

Christopher W. Knapp
Secretary

Next Meeting: October 25, 2018. This meeting may be done in a Go To Meeting format.
The meeting will commence at 10:00 A.M.

Banners prices with new Rotary logo

	# 1	# 2	# 3	# 4
	Rotary International with 7 panels, blue/gold alt.	"Welcome Rotarians"	Rotary International District 6000 Iowa, USA - Traditional like we have	Rotary International District 6000 Iowa, USA - Retractable
Russell Hampton	We have 2 currently \$214.95  3' x 9' Nylon & NEW LOGO	Vinyl \$85  3' x 8' & NEW LOGO	\$263.95  3' x 5' Felt & NEW LOGO	\$224.95  ~ 33' x 80" Vinyl, new logo
National Awards	n/a	\$75 3' x 9' Indoor/Outdoor Vinyl They can't confirm it's the new logo	\$249 3'x5' Poly duck fabric Poly duck Satin  3' x 5' Satin \$225	\$220.50 33.5" x 78" H  (NCPETS uses the J.E.T. now for our "District Banner")
All American Speciality Company	n/a	\$83.50 3' x 12' Just like ours Not getting with new logo	n/a	n/a



< No words in wheel
"Simplified"
< More correct, still ok >
Both are in the Brand Center
Words in wheel >

