

**MINUTES
BUDGET AND FINANCE COMMITTEE
THURSDAY, SEPTEMBER 28, 2017
DISTRICT OFFICE
PELLA, IOWA**

Present: Chris Knapp (Secretary), Loring Miller, Erna Morain (Ex Officio) Tom Narak, John Ockenfels (Chair), Mike Ruby, Emmi Miller (Treasurer-Ex Officio), Carolyn Scharff, (District Administrator-Ex Officio), Dennis Skinner (District Treasurer-Ex Officio), Bill Tubbs (Ex Officio)

Absent: Jacque Andrew, Matt Corwin (District CPA Review), Terry Geiger (Ex Officio)

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

A quorum was ascertained.

Minutes of the meeting of May 2, 2017:

Motion to approve Minutes as distributed.

Moved – Chris Knapp

Seconded – Erna Moraine

Passed

Quarterly Budget Report:

District Accountant Dennis Skinner presented the quarterly financial report. Dennis reported that there were no unusual expenditures and that the expenses being reported on the report are normal and recurring. There are eight (8) clubs that have not yet remitted their dues. Unfortunately, having this number of outstanding club is not unusual. Emmi has sent letters to the clubs that have not remitted.

Motion to approve Financial Report.

Moved – Tom Narak

Seconded – Loring Miller

Passed

There was additional discussion about how to improve communication prior to the annual budget vote at NCPETS. At the last NCPETS held in Ames a few president elects (PEs) expressed concern that the PEs did not have adequate time to evaluate the budget prior to a vote. The budget is provided in a Pre-PETS email. Tom Narak will use a Pre-PETS training session to provide time with the PEs to review and discuss the proposed budget. Everyone felt that this would be a very good practice.

Old Business:

Welcome Banner

Carolyn Scharff will pursue possible sources and bids from those sources for a replacement “Welcome Rotarians” banner to replace the current faded banner (purple background with yellow lettering). There was some discussion as to the necessity of locating a licensed vendor who would have access to the current branding colors and images. It was determined that any vendor can enter Rotary Brand Center and acquire logos and PMP colors to produce a banner for us.

New Business:

2018 – 2019 Budget

Tom reported that he was working on his budget. There are several unknowns that Tom needs input from the district and the board to help clarify numbers.

1. Do the Rotarians of District 6000 want to receive a hard copy of the quarterly newsletter? If so, there is a cost.
2. The costs of the One Rotary Summits and the Grant Training Seminars

Tom will have a budget preview for the next budget meeting, November 30, 2017.

Other Items:

Distribution of Excess Reserves

Mike Ruby and Emmi Miller reviewed for the committee what checks had been issued, distributed and paid from the reserve as previously recommended by the Budget and Finance Committee and approved by the Board of Directors. Those checks that have been issued are denoted by “*”:

Zone Institute	\$ 1,000
RYLA Scholarship	\$ 2,000*
Iowa Most	\$10,000*
Youth Fund	\$ 2,500*
Rag4Clubfoot	\$26,500*
Polio Statue	\$26,000*
Salisbury House	\$ 5,000
Newsletter Trial	<u>\$12,000</u>
Total	\$85,000

There was discussion as to what expenses, how much and for what district positions will the district reimburse individuals to attend the annual Zone conferences. The current positions that are being recommended to attend are:

District Governor
District Governor Elect
District Governor Nominee
Foundation Chair
Membership Chair
Public Image Chair
District Trainer
Future Leaders (up to 3)

The following recommendation to the Board of Directors was made:

Rotary District 6000 will reimburse the expenses for those district positions requested and approved by the Board of District 6000 by Rotary International to attend the 2017 Zone. The Zone expenses that shall be reimbursed are: registration, meal package, lodging and Zone and mileage. The positions that the District shall reimburse for the 2017 Zone are: District Governor, District Governor Elect, District Governor Nominee, Foundation Chair, Membership Chair, Public Image Chair, District Trainer, and two (2) Future Leaders.

Matt Corwin will be invited to attend the next Budget and Finance Committee, November 30, 2017.

The meeting was adjourned at 11:45 A.M.

Respectfully submitted:

Christopher W. Knapp

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Budget and Finance Committee Secretary