

MINUTES

Executive Leadership Team Committee Meeting Wednesday, December 02, 2009 – 6:00 PM District Office, Pella, Iowa

Gov. 09-10 Cal Litwiller, Chair
Gov. 08-09 Susan Herrick
Gov. 07-08 Diana Reed
Gov. 06-07 Del Bluhm, Secretary
Gov. 05-06 Corliss Klaassen
Note * = Ex-Officio

Gov. 04-05 Bill Tubbs*
Gov. 10-11 Gary Welch
Gov. 11-12 Don Patterson
Dist. Admin. Carolyn Scharff*

1. The meeting was called to order at 6:00 PM by Gov. 09-10 Cal Litwiller, Chair.
2. A Quorum was present and no members were absent.
3. The published Agenda was approved with no changes.
4. The Minutes of September 30, 2009 Meeting were moved for Approval by Gov. 07-08 Diana Reed and Seconded by Gov. 10-11 Gary Welch, with minor changes to items 5, 13 and 14E. The vote was all affirmative for Approval.
5. Gov. 06-07 Del Bluhm, Chair of Bud. and Fin. Com. 09-10 briefly restated the three items forwarded to the Exec. Ldrshp. Tm. for information and/or approval:
 - Bill Corwin, District CPA reported that the Tax Return was filed with the Attorney General of Iowa and he also presented the Financial Review which was approved by Bud. & Fin. Com. The bill of \$1500 for the CPA Review and tax return preparation for D6000 HEF/FAMSCO will be paid by the District General Fund.
 - Point of Information. In the Policies and Procedures document there is a line item regarding control over budget items under *Allowable Expenses*. On a Motion by DG Cal Litwiller a subcommittee of Gary Welch, Denny Skinner, Kathy Strum, Cal Litwiller and Don Patterson was formed to review the Policies and Procedures and By-Laws before March 2, 2009 (i.e. prior to the next meetings of B & F Com., Exec. Ldrshp Team and PETS) to evaluate budget status and develop strategy for budget presentations.
 - DGE Gary Welch presented the Budget for 2010-2011 which had several items changed and was then approved by B & F Com. This Budget will be recommended to the Executive Board (See Item 17 below) and distributed two months prior to Assembly.
6. The updates on the Policies and Procedures Manual and By-Laws were given by Gov. 10-11 Gary Welch, Gov. 08-09 Susan Herrick and Gov. 07-08 Diana Reed. The changes were made in both documents during Susan's year as DG but not formerly approved. Printed Copies of both manuals labeled & dated "*Draft: 03-20-09*" were distributed to all members of the committee for their review. It is anticipated that the formal approval can be made at the March 2, 2010 meeting of the Exec. Ldrshp Team.
7. District Administrator Carolyn Scharff consulted with Phil Houle and Doug Mitchell, current and past Website/Technology Committee Chairs, regarding replacement of the District Office 2003 computer. The options explored were to upgrade the current laptop with a new battery, office suite software, and

more RAM plus WiFi capability. There was no cost quote at this time for these upgrades to the current Dell laptop which has Windows XP. New computer purchase options include:

- A new Dell laptop will run \$2,296.00 with all software and Adobe 9.0 included.
- An HP will run \$1,262.98 with a smaller monitor.
- A new Dell tower will run \$1,768.00

Carolyn will explore the cost of the upgrades to the current laptop.

8. District Administrator Carolyn Scharff made a follow-up report that the cost of cleaning the Canon copier was \$171.95. To fix the Minolta color machine would cost \$900.00. If we outsource our color copies the cost would run \$0.29/copy for over 100 copies or 0.39/copy for copies under 100 copies. Last year we made 1,360 color copies at a cost of \$394.40 for PETS and AG training.
9. Gov. 04-05 Bill Tubbs reported on the RI Public Relations Grant that D-6000 applied for and was announced after October 1, 2009. We will be doing this in cooperation with D-5970 with each District receiving a RI Public Image Grant at \$9,000 and providing District Funds of \$3,000 for a total of \$12,000 net from each District for a gross amount of the Public Image Grant of \$24,000.
10. Gov. 09-10 Cal Litwiller, Chair reported on the total District Simplified Grants for D-6000 included 23 total projects from 23 Rotary clubs with Funds Requested totaling \$75,063.54 and Funds Awarded totaling \$48,010.00.
11. Gov. 09-10 Cal Litwiller, Chair reported that the 2009-2010 International Humanitarian Matching Grants which included 13 currently approved plus 3 pending plus 1 new project for a total of 17. D-6000 is providing the TRF portion of each Grant for a total \$180,768 YTD and that leaves a remainder of \$217,000.
12. Gov. 09-10 Cal Litwiller, Chair gave an update on the Sri Lanka Micro Credit which was started in December of 2008. As of July 31, 2009 the number of loans in US dollars given was 61 with the target number being 200.
13. The Polio Plus Challenge was reported by Gov. 08-09 Susan Herrick, Chair that D-6000 is at 52% of our goal for 2012 plus several Memorials from the RC of North Scott. The status of RI for the Polio Plus Challenge is now over \$100 million which is encouraging results towards their goal for 2012. There are no new cases of Type 1 Polio in Nigeria at this time.
14. The Council of Legislation Report starts on April 25th of 2010. Our Representative Gov. 98-99 Don Goering (2008-2010) has asked for our input.
15. RI Insurance Report stated that all Clubs will be billed January 1, 2010 by charging \$1.15/Member annually via the Semi-Annual Report. This is per reports from RI namely:
 - Director and Officer (D&O) Liabilities Insurance; and,
 - Employment Practices Liability (EPL) Insurance.
16. It was announced that PETS in 09-10 will be held in Ankeny on March 26-27, 2010
17. DGE Gary Welch presented the Budget for 2010-2011 already approved by the B & F Committee. Gov. 11-12 Don Patterson moved to approve and it was seconded by Gov. 08-09 Susan Herrick and was unanimously approved.

18. Plans are just getting underway according to DG Cal and there will be much more information soon. Arrangements have been made for several outstanding programs as well as these District Conference Speakers:
- Charlie Wittmack, RC of Des Moines, who is a mountain climber;
 - Alex Buchanan - Australia, Former Ambassadorial Scholar, RI Alumni of the Year 2008-09, ISU is intending to sponsor his visit and he will spend ~2 weeks in Iowa; and,
 - (Hopefully) - Christy Vilsack-former First lady of Iowa.
19. The Out-bound GSE Team from District 6000 for 2009-2010 includes the following outstanding members:
- Rita Perea, Team Leader – Des Moines, RC of Greater Des Moines;
 - Natasha Boland - Iowa City, RC of Iowa City, International studies program assistant, University of Iowa;
 - Cara George - Norwalk, RC of Des Moines, personal lines service supervisor, Allied Insurance;
 - Kyla Kiester - Des Moines, RC of Des Moines, project manager, Iowa Healthcare Collaborative;
 - Julie Stevens - Delmar, RC of North Scott, Northeast Iowa Community College, Instructor/Landscape architect.
20. Other Topics Requiring Attention:
- Gov. 04-05 Bill Tubbs called our attention to the fact that D-5970 has organized a district-wide bus trip and lodging package for people interested in attending the Rotary International Convention in Montreal on June 20-23, 2010. The trip will include one or more buses as needed and is being organized by PDG Dick Moeller of D-5970. District 6000 members are welcome to join this bus trip.
 - Gov. 08-09 Susan Herrick and Gov. 07-08 Diana Reed explained the need and their hope that D-6000 would officially adopt the Draft Policies and Procedures Manual and the Draft By-Laws Manual. Both manuals are corrected drafts dated 03-20-09. (See Item 5-Target Ball #2 and Item 6 which both deal with this topic.)
21. The Schedule for the Next Executive Leadership Team Committee Meeting is Tuesday, March 2, 2010 at ~5:00 PM after the Budget and Finance Committee Meeting at the District Office in Pella.
22. Gov. 09-10 Cal Litwiller, Chair moved to adjourn the meeting and Gov. 10-11 Gary Welch seconded the motion and it was approved unanimously at 7:30 PM.

Minutes respectfully submitted by:

Gov. 06-07 Del Bluhm, Secretary