

MINUTES

Executive Leadership Team Committee Meeting Tuesday, March 02, 2010 – ~5:00 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 *

Gov. 12-13 Terry Geiger *

Dist. Admin. Carolyn Scharff *

1. The meeting was called to order at ~ 5:00 PM by Gov. 09-10 Cal Litwiller, Chair.
 2. A Quorum was present and Gov. 05-06 Corliss Klaassen was absent.
 3. The published Agenda was approved with noted changes. (See Revised Agenda for Exec. Ldrshp, Tm. Committee Meeting on 03/02/10.)
 4. The Minutes of December 2, 2009 Meeting were moved for Approval by Gov. 08-09 Susan Herrick and Seconded by Gov. 07-08 Diana Reed, with minor date changes to item 16. The vote was all affirmative for Approval.
- 4A. There was no Old Business
5. Gov. 06-07 Del Bluhm, Chair of the Budget and Finance Meeting reported on the actions taken by the B & F Committee at their meeting just preceding this meeting. He recalled that the new Policies and Procedures Manual and the new By-Laws are now replacing the old District 6000 Manual of Procedure (MOP). 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 was anticipated that the formal approval could be made at this March 2, 2010 meeting of the Exec. Ldrshp Team.

The B & F Committee at their December 2, 2009 Meeting approved the formation of a B & F Subcommittee, with members being Gov. 10-11 Gary Welch, Gov. 03-04 Denny Skinner, Accountant, Kathy Strum, Treasurer, Gov. 09-10 Cal Litwiller, Chair and Gov. 11-12 Don Patterson to review the Policies and Procedures and By-Laws by early March 2010 (prior to PETS) to evaluate budget status and develop strategy for budget presentation. The Report of this B & F Subcommittee is as follows:

4. Deadline for expenses submitted to the District Treasurer

- a. It was recommended that committee chairs be emailed the budget, so they are aware of the amount budgeted for their committee during the Rotary Year.
- b. Reimbursements should be submitted within 60 days of expense. The absolute deadline for submission of reimbursements would be August 31 for expenses from the previous Rotary year. (expenses submitted after the August 31 date do not reflect positively on the budget, and are difficult for accountants and auditors to handle)
- c. Reimbursements are made in the Rotary Year that the event occurred and after the event

occurs. This may not be the year when the registration for the event occurs.

5. What to do when there is an over expenditure of a specific budget line item.

a. In the Policies and Procedures, draft Oct. 16, 2008, section IV, C, 1. it states:

“It is the general policy of District 6000 that if purchases or activities are expected of the District Governor, the District Governor-Elect or the District Governor Nominees by Rotary International or by District tradition, then the District should pay such expenses either directly or via reimbursement. It is understood that the specific requirements of these offices may change considerably from one District Governor to the next.”

b. In light of the above Policy and Procedure, the following recommendation was made:

“The District Treasurer is authorized to pay expenses submitted, which are over budget up to 120% of a particular annual budget item. If expenses exceed 120% of a particular line item in the current budget, the Budget and Finance Committee will be expected to take action on the expense.”

This Report was approved by the full B & F Committee at their March 2, 2010 Meeting and was recommended to the Executive Leadership Team Committee for final action. The entire Executive Leadership Team discussed all of these items as recommended and then took the action noted below.

A motion was made by Gov. 07-08 Diana Reed and seconded by Gov. 08-09 Susan Herrick to approve the By-Laws with future corrections to be proposed by a New Exec. Ldrshp. Tm Subcommittee. All approved.

A motion was made by Gov. 08-09 Susan Herrick and seconded by Gov. 07-08 Diana Reed to approve the Policies and Procedures with future corrections to be proposed by a New Exec. Ldrshp. Tm Subcommittee. All approved.

A motion was made by Gov. 11-12 Don Patterson and seconded by Gov. 10-11 Gary Welch proposing the formation of New Executive Leadership Team Subcommittee with Gov. 12-13 Terry Geiger, Chair, Gov. 11-12 Don Patterson, Gov. 10-11 Gary Welch and Gov. 98-99 Don Goering/Gov. 04-05 Bill Tubbs. The charge of this New Subcommittee will be to review the new Policies and Procedures Manual and the new By-Laws for accuracy and consistency. They will report back to the full Committee at the next Executive Leadership Team Committee Meeting currently scheduled for October 28, 2010.

6. The PR Grant Update is first that the pictures presented by Mediacom are okay but will be better on the DVD's. The actual PR Grant was for \$26,667 and was funded at the 90% level of \$24,000 and is broken down as follows:

Total Cash for PR Grant	\$24,000
IPTV	\$6,070
Mediacom	\$10,000
Custom Advertising	\$8,102
Newspaper Booth	\$0
Bill Tubbs Expenses	<u>\$664</u>
Preliminary Actual Cost	\$24,836
Surplus to date	<u>\$1,831</u>
Actual Grant	\$26,667

Gov. 04-05 Bill Tubbs gave his thanks to all District 6000 members who actively supported this effort.

7. The report on District Simplified Grants (DSG) includes: first, that Gov. 07-08 Diana Reed's Year is now done with all DSG Reporting and second, Gov. 08-09 Susan Herrick's Year is close with just two Final DSG Reports to be completed. District 6000 needs to proactively move to get this reporting completed more quickly so future years will get their DSG funding well before March of the current Rotary Year. (This is not the case for this Rotary Year 09-10.)
8. Matching Grant (MG) Report for Rotary Year 2009-10 shows that D-6000 has 12 MGs in progress at this time. Three of these projects are in Nigeria with 1 already active and 2 are waiting for signatures from those Districts. Rotarian Joan Wells of the RC of Grinnell attended a Project Fair in Nigeria and she does give a very good program on Matching Grants.
9. The Update on the Sri Lanka Microcredit Project. By the end of September 2009, the project disbursed 4,375 loans valued at \$977,407 – far in excess of what was envisioned at the outset of this two-year project. The Project Goals and Achievements in Ampara and Batticaloa are shown below:

ITEM	TARGET	ACTUAL
Loans Distributed	1,400	4,375
Value of Loans Distributed	\$350,000	\$977,407
Amount of Savings	\$70,000	\$110,565
Women Borrowers	70%	83%
Jobs Impacted	1,400	4,159
Children Impacted	1,800	4,032

This truly is a success story.

10. A Report was given on the PolioPlus Challenge by Gov. 08-09 Susan Herrick, Chair. District 6000 is on track with giving to the entire PolioPlus Challenge Program Fund at RI where this fund is a Restricted Giving Fund. The District 6000 is slightly ahead of RI in giving to date since the three-year goal is \$378,000 and we have raised 57.8% of this goal. Whereas the RI PolioPlus Challenge-Restricted Giving Fund three-year goal is \$2,000,000 and they have raised 54.5% of their goal. There are still four endemic countries namely India, Pakistan, Afghanistan and Nigeria where India has the highest rate of new Polio cases this year with 16 of the 34 total new cases.
11. Gov. 09-10 Cal Litwiller, Chair gave an update on Disaster Relief.
 - First, several projects are up and running, namely:
 - Kids Against Hungry and Meals from the Heartland
 - World Vision is a good Matching Grant Opportunity for D-6000
 - Second, we have several questions to answer with the Feb. 27th earthquake & tsunami in Chile:
 - Should we ask World Vision to match our funds?
 - Should we keep checking the RI Website for RI action in Chile which we can be part of?
 - Should we not ask Shelter Box since they seem to have sufficient funds without our help?
 - Third, there is a big problem which RI must solve soon in that the Rotary Action Groups (RAG) seem to use the Rotary Logo Independently without any RI input.
 - Four, Gov. 09-10 Cal may possibly announce a “Chile Disaster Relief Project” by District 6000 for Chile due to the February 27, 2010 earthquake and tsunami. Any delay may be due to the possibility of over reaching the maximum capabilities of District 6000 during this Rotary Year.

12. The District 6000 Outbound Group Study Exchange (GSE) team traveling to District 9790 in SE Australia with Team Leader Rita Perea has an Outbound Website which is tracking their progress. The District 9790 Inbound GSE team has an Inbound Booklet they developed.
13. The DGE Gov. 11-12 Gary Welch reported that the District 6000 Budget for 2011-12 is complete and he is optimistic.
14. Four Rotarians from District 6000 attended a Multi-District PETS in Minnesota as a training experience. Those attending were Gov. 11-12 Don Patterson, Partner Becky Patterson, Training Committee Mike Schmitz and District Administrator Carolyn Scharff. Gov. 11-12 Don Patterson said this was a very good experience and that he really liked the training; also the next meeting for future PETS functions will be in Albert Lea, MN. The next Multi District PETS Chair will be from District 5970. The expenses for each future President Elect (PE) to attend PETS should be paid by their Rotary Club so this information needs to be communicated to all Clubs for their Budgets. Gov. 11-12 Don Patterson said that Club Assembly now needs to change so possibly it may be part of the District Conference. Gov. 10-11 Gary Welch said that possibly District Assembly could be held on Friday noon at District Conference and possibly also all the Training of Committee Chairs, Secretaries, Youth Exchange and others could be held at the District Conference later on during the weekend. Dist. Admin. Carolyn Scharff needs all of these dates that are changing next year for the 2010-2011 Leadership Directory ASAP.
15. The Review of the Policies and Procedures Manual by Gov. 09-10 Cal was actually completed under item #5.
16. Gov. 09-10 Cal Litwiller, Chair gave the District Conference Update that things are coming together.
17. Other Topics Requiring Attention:
 - Gov. 10-11 Gary Welch reported on issues with the District Leadership Directory. There are required committees by RI. There are required committees by D-6000. Then there are other committees in D-6000 such as Helen's PJ Party, Reach Out and Read (ROR) and etc. He asked - What is the norm? All members responded that we should be as inclusive as possible.
18. The Schedule for the Next Executive Leadership Team Committee Meeting is Tuesday, October 28, 2010 at ~5:00 PM after the Budget and Finance Committee Meeting at the District Office in Pella.
19. 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