

# MINUTES

## Executive Leadership Team Committee Meeting Wednesday, September 30, 2009 – 6:55 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 6:55 PM by Gov. 09-10 Cal Litwiller, Chair.
2. A Quorum was present. The only member absent was Gov. 08-09 Susan Herrick.
3. The published Agenda was approved as modified by Item 14. “Other Topics Requiring Attention” – as noted herein below under Item 14. Action was required on Items 14. A, B, C, D, and E. Information only Items were 14. F. G. and H.
4. The Minutes of February 10, 2009 Meeting were moved for Approval by Gov. 07-08 Diana Reed and Seconded by Gov. 10-11 Gary Welch. The vote was all affirmative for Approval.
5. Attendance Reporting was summarized by Dist. Admin. Carolyn Scharff who stated that 13 Clubs did not report their attendance for July 2009. Reminders are sent at the end of each month, to the Club Secretary & President of all clubs that have not yet reported.
6. Club Extension Report was given by Gov. 09-10 Cal Litwiller, Chair included a plan for a new Rotary Club in Dewitt (Population ~ 5,000-6,000) during this Rotary Year; however, this has been delayed from completion for 2-3 years. The Chair of Club Extension, Bill Koellner has ideas for new clubs in several towns, namely Norwalk, Dewitt, Panora and Indianola.
7. The GSE Outbound Team Preliminary Report by Gov. 09-10 Cal Litwiller, Chair stating that they will be traveling to District 9790, Australia with Rita Perea as the Team Leader. The other members of the Team selected by the Outbound Committee led by Lynn Hicks of the Rotary Club of Des Moines, after 15 interviews on Aug. 29, are all women. These members include: Cara George, 26, Norwalk; Kyla Kiester, 30, Des Moines; Julie Stevens, 30, Delmar; Natasha Wilson Boland, 25, Iowa City and alternate member Julie Pollock, 34, Iowa City.
8. The DSG Preliminary Report was presented by Gov. 09-10 Cal Litwiller, Chair who stated that there are 15 applications to date and the Deadline for all applications is Oct. 01, 2009.
9. The issues of the District Computer were presented by Dist. Admin. Carolyn Scharff. She had previously presented these same issues at the earlier meeting of Budget and Finance Committee Meeting held on this date. *The Recommendation of the Budget and Finance Committee was to approve this request up to \$2,000.00 for Gov. 09-10 Cal Litwiller to use for the acquisition of a computer; however, if it will cost more than the \$2,000.00 bring this request to the next Budget and Finance Committee Meeting to be held on December 2, 2009.* Gov. 11-12 Don Patterson moved that the

Executive Leadership Team also approve this Recommendation which was seconded by Gov. 10-11 Gary Welch. The vote was unanimous for approval.

10. The District Copy Machine problem and recommended solutions was presented by Dist. Admin. Carolyn Scharff. It will cost \$157.00 per hour to clean the District Copy Machine as well as \$14.95 in materials and possibly an unknown amount for technician travel costs. Gov. 11-12 Don Patterson moved that up to \$500.00 should be allowed to clean and maintain the District Copy Machine which was seconded by Gov. 10-11 Gary Welch. All members voted their approval of this motion.
11. The Polio Plus Challenge was reported by Gov. 05-06 Corliss Klaassen due to absence of Gov. 08-09 Susan Herrick, Chair of the Polio Plus Challenge Committee. This campaign for the Polio Plus Challenge will end on June 30 2012. District 6000 is definitely in step with RI by noting:
  - D-6000 has raised YTD \$192,000 in Cash and DDF which is 53% of our \$360,000 pledge.
  - RI has raised YTD ~\$93 M which is 47% of their gross goal of \$200 M.
12. The Preliminary Budget of 2010-11 was presented by Gov. 10-11 Gary Welch in an abbreviated format since all members of this Executive Leadership Team were present for his presentation to the previous meeting of the Budget and Finance Committee. All changes requested will be made so the Final Budget of 2010-11 can be presented for approval at the next Committee meetings on December 2, 2009.
13. Multi-District PETS/AG Training was discussed after presentations of status and issues of this new procedure for D-6000 were given by both Gov. 10-11 Gary Welch and Gov. 11-12 Don Patterson who attended meetings on this topic. They gave an honest assessment of all the issues to be dealt with in the future such as costs, attendance, quality of training, and other items. Their observations included the following:
  - Possible future locations Minneapolis - 2011.
  - Dubuque D-5970 – 2012
  - Minneapolis – 2013
  - Des Moines D-6000 – 2014
  - D-6000 is 1 of only 13 Districts in the whole USA that are not involved so far in Multi-District PETS/AG Training.
  - Multi-District PETS/AG Training will evolve with time.
  - Registration Fee \$250.00 (includes Meals) + Travel \$? + Hotel \$?
  - Attendance has been shown to be 98% via Multi-District PETS/AG Training.
  - Quality of presentations is better with more noted speakers.
  - Multi-District PETS/AG Training will be a BIG SALES JOB for D-6000.
  - The plan is to structure the Training for a one-night hotel cost.Gov. 10-11 Gary Welch made a motion for D-6000 to do Multi-District PETS/AG Training in 2011 and Gov. 07-08 Diana Reed seconded the motion. The vote was 4-Yes and 2-No. The Motion was approved.
14. A. The necessary corrective actions to be taken to revise the New 2008 Version of the Policies and Procedure Manual were discussed. The final recommendation was for Gov. 10-11 Gary Welch to contact Gov. 08-09 Susan Herrick as to our current status since she was the DG when many changes were noted, made but not formerly approved. Additionally Gov. 07-08 Diana Reed will contact Shelia Tipton who helped draft most of our past Policies and Procedure Manuals. They will both report at the next Executive Leadership Team Committee Meeting on December 2, 2009 as to whom and where to go for the necessary approvals so the New 2008/2009/2010 Version of the Policies and Procedure Manual can be published.

- 14.B. Multi-District PETS/AG Training is being held in Minneapolis, MN on Feb. 26-27, 2010 and for three members of D-6000 to attend with partial funding for a learning experience will require District approval. Gov. 07-08 Diana Reed moved that a total of \$1,500.00 be authorized for support of Maggie Mowery, Michael Schmitz and Dist. Admin. Carolyn Scharff to attend a Multi-District PETS/AG Training. Gov. 05-06 Corliss Klaassen seconded the motion and it was approved unanimously.
- 14.C. Gov. 10-11 Gary Welch-moved that District 6000 make a one time deposit of \$250.00 to North Central Multi-District PETS/AG Training as we become part of this team. The motion was seconded by Gov. 11-12 Don Patterson and it was approved unanimously.
- 14.D. An update was given on Matching Grants for D-6000 for Rotary Year 2009-10. There are currently 9 Matching Grants for a total of \$160,000.00 plus there are 3 more to come. We have \$217,000.00 DDF. We decided to use all of our DDF for all matches since the RI match is gone. So this \$217,000.00 is almost gone with the 3 MGs more to come.
- 14.E. Gov. 09-10 Cal Litwiller, Chair- requested that “Meals from the Heartland” be the focus of an informational discussion at the 2010 District Conference .
- 14.F. Gov. 09-10 Cal Litwiller, Chair reported only one DG Nomination had been received at this time with the due date being Friday, October 2, 2009.
- 14.G. Dist. Admin. Carolyn Scharff asked about the policy for keys to the District Office. A discussion included the idea of stating that keys could be issued to only the current DG, DGE, District Administrator, and possibly someone from the Rotary Club of Pella as a back up. Keys can also be checked out on an individual basis. Carolyn will collect outstanding keys.
- 14.H. Gov. 09-10 Cal Litwiller, Chair stated the general information that District 6000 had applied for Public Relations Grant from RI and we will find out if we were successful after October 1, 2009.
15. The Schedule for the Next Executive Comm. Meeting is changed from the Agenda to Wednesday, December 2, 2009 at ~ 5:00 PM at the District Office in Pella.
16. Gov. 09-10 Cal Litwiller, Chair moved to adjourn the meeting and Gov. 10-11 Gary Welch seconded motion and it was approved unanimously at 8:32 PM.

Minutes respectfully submitted by:

Gov. 06-07 Del Bluhm, Secretary