

Date: February 26, 2009

Time: 1:00 pm
Location: Roger Schreiner's Office,
Cheyenne, WY

Rotary District 5440 Executive Committee

MINUTES

| Members | Role/Position | Present | Members | Role/Position | Present | Others Present |
|------------------|---------------|---------|-----------------|----------------------|---------|-----------------|
| John Guyette | Member/PDG | P | Julie Phares | Member/Trainer | A | PDG Bill Pettus |
| Gordon Johnson | Member/PDG | P | David Scriven | Member/DGE | P | Susie Palmer |
| George McIlvaine | Member/PDG | P | Bryan Cooke | Ex-Officio/DGN | P | Janice Scriven |
| Stuart Palmer | Member/DG | P | Roger Schreiner | Ex-Officio/Treasurer | P | |
| Nancy Pettus | Member/PDG | P | Kellie Tovar | Ex-Officio/Secretary | P | |

P=Present
A=Absent

| AGENDA/TOPIC | DISCUSSION | ACTION PLAN | Open/ Closed |
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| Call to order at 1:12 pm by Chairman McIlvaine | We do have a quorum for today's meeting. | | C |
| 1. Approval of Executive Committee meeting minutes dated November 7, 2008. | Chairman George McIlvaine asked the committee to review their copies of the meeting minutes and asked if there were any questions or modifications to be made to the minutes. | PDG Nancy Pettus moved to approve the November 7, 2008 meeting minutes as written, PDG John Guyette seconded. Motion passed. | C |
| 2. District 5440 Financial Report – District Treasurer Roger Schreiner | Hearing no changes to be made, Chairman McIlvaine asked for a motion to approve the November 7, 2008 meeting minutes as written. | | |
| a. Financial Report | Roger Schreiner presented the financial statements through January 31, 2009. (Report | | C |

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| attached). | <p>Account balances as of today:</p> <p>Checking: \$12,002</p> <p>Savings: \$110,689</p> <p>Franklin Fund: The cost basis on 1/31/09 was \$51,834.17.</p> <p>Roger asked the committee if they had any particular questions for him. PDG Gordon Johnson asked about the security of the ANB Money Market account and Roger said it was very secure as a MMKT account, however, earns very little interest. PDG John Guyette asked about putting some of the money in a CD to earn a little more interest. Roger explained that this money is operating funds and it will be transferred to the checking account to cover the rest of this year's budget.</p> <p>Roger stated that DGE Stuart Palmer has submitted expense reports and is paid up to date.</p> <p>The D.K. Lee Foundation Lunch in Fort Collins had a net profit of \$32.00 after all expenses were paid. DG Palmer expressed that the objective of the lunch was to have the event break even and he commended Roseann Guyette and her committee for making that happen.</p> <p>Roger asked the committee to discuss the monies that are still designated as restricted funds from PDG John Patton's conference for RYLA and Interact Scholarships and the possibility of moving those funds into the general budget instead of having them restricted as they haven't been spent in the</p> | O |

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| | District Treasurer Roger Schreiner is completing his last year as District Treasurer and Joni Kumor of Casper will take over. Roger will send a check in the amount of \$500 to Joni in order to open a bank account in Casper for the district account, a resolution was already passed at our last committee meeting to open this bank account. DGE Scriven and new District Treasurer Joni Kumor will be signers on the account and Roger recommended adding an additional person as a signer in the event that DGE Scriven is out of town and Joni needs to have a second signer on a check. | DGE Scriven will ask AG Bill Mortimer to be a signer on the account. | C |
| | Roger explained that the DSG monies are already spent in the amount of \$13,704. Rotary allowed the reallocation of \$12,000 in DSG monies to Matching Grants because of the demand in the clubs for it. | Chairman McIlwaine asked if there were any other questions for Roger. Hearing none, Chairman McIlwaine thanked Roger for his report. | C |
| 3. District Governor's Report – Stuart Palmer | a. Welcome new District Trainer, Julie Phares and | 2008-09 District Trainer Dennis Tippets is no longer available in this capacity, therefore, AG | No further action necessary. |

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| DGND Mary McCambridge | Julie Phares has been asked and has accepted the position, however, she could not be present at this meeting. The District Nominating Committee elected the District's 2011-12 District Governor. DG Palmer asked everyone to congratulate Mary McCambridge the next time they see her as she too could not be at this meeting. | |
| b. Club Visits | DG Palmer stated that he completed his last visit a month ago at Ski Town USA. | No further action necessary. C |
| c. 2009 District Conference Update | DG Palmer stated that a tentative conference agenda is now on website. Souvenir Russian entertainment group is still being worked on. Speakers include RI Representative Jack Forrest, Olimpio Ribeiro from Brazil, Greg Podd, Rosemary Aragon and Ambassadorial Scholars. Buses are being charted out of Ft Collins, with 49 seats at \$125 pp and will leave the Ft. Collins area and make stops in Cheyenne and Laramie. As of this morning we have 211 registrations in addition to the 10 GSE members and 22 YE students for a total of 243 attendees. DG Palmer explained that the YE students were asking to have a prom at this conference so a committee is working on that for them for Friday night. | O DG Palmer also stated that he has asked PDG Lynne Baker to chair the new Advisory Committee to work with the incoming DGN and DGND as per our bylaws and she has accepted. |

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| | PDG Guyette asked DG Palmer about using some surplus funds for having one member per club attend conference as was previously voted on and approved at the last meeting. | DG Palmer will develop criteria and work with Admin Assistant Kellie Tovar to distribute information to the clubs. | |
| d. End Polio Now Update | Our District is leading the Zone at almost \$125,000 for this year and our goal was \$51,000. Sheridan has given \$10,000 and will for next 2 years; Casper has given \$35,844; Ft Collins - \$13,500; Ft. Collins Foothills \$19,500. DG Palmer expressed gratitude to all the clubs for their outstanding efforts in the End Polio Now campaign. | DG Palmer will give updated report at next meeting. | O |
| e. TRF Giving for the Rotary Year | DG Palmer reviewed the monthly contribution report with the committee. Several clubs have not sent in any contributions. DG Palmer expressed gratitude to PDG Bill Pettus for writing a personal note to each club as they reach their goal. At end of December the District was at 50.3% of goal and at end of February we're at 64.56% of goal. | DG Palmer will give updated report at next meeting. | O |
| f. D.K. Lee Luncheon – Final Report | DG Palmer stated that we had 459 in attendance. Financial information on this lunch was covered above. | No further action necessary. | C |
| 4. DGE report – David Scriven | | | |
| a. Polio Challenge | DGE Scriven stated that of the initial \$100 million Gates Challenge Grant \$80 million has been raised and at the International Assembly Bill Gates made a presentation and gave an additional \$255 million with the challenge to Rotary to raise an additional \$100 million by 2012. DGE Scriven stated that although there is no way to confirm it most likely the first \$80 million raised has been obtained directly from | DGE Scriven will keep the committee updated on the status of this event. | O |

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| b. 2009-10 Budget | DGE Scriven distributed a preliminary budget for review with the Executive Committee. DGE Scriven stated that this Rotary year he is proposing a change to the way PETS is handled and having our district become a pre-paid district, thereby having all members in the District pay the same amount (\$7 per member) instead of having clubs pay for each individual PE to attend PETS. | DGE Scriven will present the completed budget to the President Elects at PETS this weekend. | O |
| c. PETS Update | DGE Scriven expressed that there are five clubs not represented at PETS this year, however, he is thinking of holding a mini-PETS the Thursday before conference begins and their attendance will be a requirement or their current president must continue for a second term. | DGE Scriven will update the committee at the next meeting. | O C |

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| | Mary McCambridge are being given full scholarships to attend PETS. | No further action necessary. | C |
| d. Committee Assignments | PDG Mike Torney has accepted the position of District Foundation Chair to replace PDG Bill Pettus and he understands it is a four year term. All Assistant Governors are now in place. | DGE Scriven will keep this committee updated on the progress of his conference. | O |
| e. 2010 District Conference | The 2010 District Conference will be in Casper, June 3-5, 2010 and will be held at the Casper Events Center with a highlight being the History of Rotary Musical. | DGE Scriven stated that the two Casper club presidents are in charge of organizing and holding this event. | C |
| f. Other | Discussion was held on holding an Installation dinner for DGE Dave Scriven. | DGE Scriven stated that the two Casper club presidents are in charge of organizing and holding this event. | C |
| 5. DGN report – Bryan Cooke | DGN Cooke reported that his District Conference will be May 12-14, 2011 and the committee is already looking at locations which include YMCA in Estes Park, Embassy Suites in Loveland, and UNC in Greeley. DGN Cooke is looking at GSE possibilities for India, however, he's also looking at Wales. | DGN Cooke will keep this committee updated on the progress of his Rotary year. | O |
| 6. Continuing Business | a. Future Vision Plan Votes – PDG Bill Pettus | PDG Bill Pettus stated that he received 38 out of 51 club votes and all were yes except two clubs who abstained from voting. Therefore, PDG Bill Pettus, DG Stuart Palmer, DGE Dave Scriven and DGN Bryan Cooke have all submitted their support for our District to be part of the pilot Districts for Future Vision Plan. | O |
| b. Frequency of Background checks and costs | Admin Assistant Kellie Tovar stated that on her records of cleared background checks | No further action necessary. | C |

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| | <p>received from DPO Dick Dresang, a total of 194 background checks have been done this Rotary year. The District is receiving reimbursement from five clubs for non-District related background checks for a total of \$230.00.</p> | DPO Dresang will keep DG Palmer updated for reporting to this committee. | O |
| c. Protection Policies-Final copy from DPO Dick Dresang | <p>DG Palmer stated that he had conversations with DPO Dresang about USIS not providing background checks for people under the age of 21, however, the State Department and RI Guidelines state that our YE committee is to do background checks on anyone over the age of 18 years in a household. DPO Dresang recognizes the importance of doing the checks and he is seeking out a company who can provide us these types of background checks.</p> | <p>DG Palmer stated that an amendment was to be made per a meeting with CCYE Chair Bobbe Fitzhugh and DPO Dick Dresang to remove YE from the District protection policies in order for them to run under their own protection policies for trainings, however, that amendment is not yet available.</p> <p>Clubs have been asking for these protection policies and DG Palmer stated that the amendment needs to be available in the next two weeks (see attached email).</p> | <p>DG Palmer will follow-up with DPO Dresang.</p> |
| d. District Bylaws – DG Stuart Palmer | <p>Section 6.3.c. in the current District Bylaws reads:</p> <ul style="list-style-type: none"> a. Notwithstanding Paragraph b. of this Article VI, no person shall be | <p>DGE David Scriven recommended to add at the end of the second sentence of this paragraph to read “except as approved by the</p> | O |

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| | <p>eligible to serve on the same Committee for more than three (3) years except as may be otherwise provided in the bylaws. No person who has served on a committee for three (3) years shall be eligible for subsequent appointment to the same committee. The provisions of this Paragraph c. of this Section 6.3 shall not apply to an <i>ex officio</i> member of any committee or to members of ad hoc committees.</p> <p>DG Palmer commented that this is standard recommended Bylaws from RI and we have two committees who are out of compliance which are YE and RYLA. DG Palmer stated that to have effective YE and RYLA committees, you need the people who are willing to give of their time and DG Palmer recommends proposing an exception to this section that would be granted yearly by the executive committee.</p> | <p>McIlvaine will write a memo of recommendation and send to Chair of the Bylaws Committee for review and consideration.</p> |
| 6. New Business | a. Polio Challenge District Coordinator – PDG George McIlvaine | DGE Scriven has already made the appointment of Douglas Mannering for this position and the Polio committee will be the Assistant Governors. |
| | b. PETS Assessment – DGE Dave Scriven | See item 4.b. above. |
| | c. Club Projects – DG Stuart Palmer | DG Palmer has sent in a recommendation for a Significant Achievement Award for one of our clubs to be awarded at District Conference. |

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| d. Elections of Past District Governor's Council | Each Rotary year elections need to be held for the Council of Past District Governors per our Bylaws. | PDG Guyette and Admin Assistant Kellie Tovar will work on elections. | O |
| e. Kellie Tovar's Yearly Evaluation – DG Stuart Palmer | DG Palmer recommended and DGE Scriven supported a 5% increase to Admin Assistant Kellie Tovar's current salary. | No further action necessary. | C |
| f. Budget revisions – DG Stuart Palmer | Club Visioning is currently allocated in training and it will be available next year. | No further action is necessary. | C |
| g. Annual review of Leadership Plan – PDG George McIlvaine | According to District Bylaws there is to be a review of the District Leadership Plan and DGE Scriven stated that there will be a segment review at PETS. | No further action necessary. | C |
| h. Eligibility of RYLA participants – PDG George McIlvaine | Rocky Mountain RYLA had a non-documented illegal participant. Rocky Mountain RYLA has not addressed the issue directly, however, George wanted this committee to know about it. | No further action necessary. | C |
| i. District Grants Reporting – PDG George McIlvaine | See above. | No further action necessary. | C |
| j. Russian Musical Group Souvenir – PDG George McIlvaine and PDG John Guyette | Chairman McIlvaine solicited a region of clubs to host and financially support this musical group and he heard back from two of the 28 clubs contacted; Steamboat and Jackson were interested. To make this project work, the District will need to expend \$8,000-10,000 up front to get the group here and when they arrive they will reimburse the District 50% immediately. The other 50% will be reimbursed through the earnings they make off of their performances. | DGE David Scriven moved to front the money if the Russian Committee and DG Stuart Palmer want to do this project, PDG Gordon Johnson seconded. PDG Nancy Pettus opposed and DGN Bryan Cooke abstained. Motion passed. | O |
| | After discussing options available to the group | PDGs McIlvaine and Guyette will update the committee at the next meeting. | |

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| | a recommendation was made. | |
| k. University of Wyoming District 5440 Scholarship – PDG Nancy Pettus | University of Wyoming teachers scholarship is now set-up. | As soon as it is available, PDG Nancy Pettus will distribute the information to the clubs. |
| Adjournment | Chairman George McIlvaine adjourned the meeting at 4:30 pm. | The next meeting date is Thursday, April 30, 2009 in Jackson WY at 1:30 pm at Snow King Resort. |