

Date: June 3, 2010

Rotary District 5440 Executive Committee

Time: 11:00 am

Location: Joni Kumor's Office

MEETING MINUTES

Members	Role/Position	Present	Members	Role/Position	Present	Others Present
Bryan Cooke	Member/DGE	P	David Scriven	Member/DG	P	PDG Charlie Peterson
John Guyette	Member/PDG	A	Mary McCambridge	Ex-Officio/DGN	P	DRFC Mike Tormey
George McIlvaine	Chair/PDG	P	Tom Miller	Ex-Officio/DGND	P	
Stuart Palmer	Member/PDG	P	Joni Kumor	Ex-Officio/ Treasurer	P	
Nancy Pettus	Member/PDG	P	Kellie Tovar	Ex-Officio/ Secretary	P	
Julie Phares	Member/Trainer	P				

P=Present A=Absent

AGENDA/TOPIC	DISCUSSION	ACTION PLAN	Open/ Closed
Call to order at 11:05 am by Chairman McIlvaine	We do have a quorum for today's meeting.		C
1. Approval of Executive Committee Meeting Minutes dated April 30, 2010	Chairman George McIlvaine asked the committee to review their copy of the meeting minutes and asked if there were any questions or modifications to be made to the minutes. PDG Nancy Pettus asked about April 24 th training evaluations and DRFC Mike Tormey stated that no evaluations have been sent out yet. Hearing no changes to be made to the meeting minutes, Chairman McIlvaine asked for a motion to approve the April 30, 2010 meeting minutes as written.	DG Dave Scriven moved to approve the April 30, 2010 meeting minutes as written, DGE Bryan Cooke seconded. Motion passed.	C
2. District 5440 Financial Report			

– District Treasurer Joni Kumor			
a. Financial Report	<p>District Treasurer Joni Kumor noted some informational items such as the profit and loss statement is now in same order as budget for viewing purposes and that since the last meeting some expenses have been paid but not much else has changed. The Frist National Bank account was held open to allow for some outstanding checks to clear but the account needs to be closed and she will work with former District Treasurer Roger Schreiner to get the account closed.</p> <p>Joni noted that the MMKT signatures need changed.</p> <p>Simplified grant money has been awarded to clubs they just haven't requested the funds yet. The initial budget amount of \$24,900 was exhausted and \$10,000 of excess funds were added of which some of that money is still available. Joni will work with Grants Chair Ron Clark to follow-up with clubs to submit paperwork to get their DSG money.</p> <p>YE background checks have dropped a lot in last month. The initial budget amount of \$3,000 went to YE at the beginning of the year and she reimbursed \$1,600 for summer YE program. Joni and DG Dave Scriven will review final budget line items and place items in correct categories.</p> <p>Russian committee was dispersed \$1,000 for Russian RYLA and dues. Additional \$800 will be spent for 2 RYLA students to attend this year's RYLA here.</p>	Chairman George McIlvaine noted the acceptance of the financial report as presented.	C

3. District Governor's Report- Dave Scriven			
a. District Business Meeting	DG Dave Scriven explained the few voting items we have on the annual business meeting agenda and explained to the Executive Committee that he will ask for a Motion for a non-written ballot at the business meeting.	No further action necessary.	C
b. Miscellaneous	<p>DG Dave Scriven explained that the Denver Rotary Club is celebrating their 100th anniversary in next few years and that they want to put high speed internet in all Colorado high schools. Grant Wilkins approached DG Scriven to see if District 5440 would support this effort. DG Scriven was asked to sign a letter to commit to the project but said he wouldn't sign the letter because he although he can support and encourage clubs to participate in the project, he can't commit the District or clubs to participate in a project.</p> <p>DGE Bryan Cooke has also been contacted by the Denver club and has been asked to get the support of the 21 Colorado clubs which he can pass along the information but not commit a club and he doesn't feel it is a monetary commitment of the district.</p>	No further action necessary.	C
4. District Governor Elect Report- Bryan Cooke			
a. Action on PR Grant Request	DGE Bryan Cooke explained that the 2010-2011 Public Relations Committee would like to pursue another \$10,000 RI PR Grant which would mean the District would have to match with \$3,333. Discussion was held on what the focus would be this coming year and what advertising/promoting would be done.	DGE Bryan Cooke moved to use \$3,333 of the excess funds to support this PR Grant, Julie Phares seconded. Motion passed.	C

b. Proposed Executive Committee meeting days/times	Discussion was held on the availability of executive committee members at a Friday, July 23 rd evening meeting. At least three members won't be able to make the meeting but could participate by teleconference.	District Treasurer Joni Kumor will need the names and phone numbers of those participating via teleconference so she can call them from her system.	C
c. Proposed District Meetings	No discussion held.		C
d. Polo Shirts	DGE Bryan Cooke explained the purchase and sale of maroon polo shirts proposing the profits be put into the District budget. Discussion was held.	DGE Bryan Cooke will use the sale of these polo shirts as a club project for his own Rotary club.	C
5. District Trainer Report-AG Julie Phares			
a. Facilitator training in August-September-Location	<p>District Trainer Julie Phares explained that we have 49 RLI graduates for this Rotary year. She also noted that on July 1st the incoming District Governor has to commit to RLI and pay dues of \$100 of which Bryan agreed to support.</p> <p>District Trainer Phares explained that more facilitators need to be trained especially on the western side of Wyoming and she also needs some recommendations of prospective facilitators in the Casper/Gillette area. She also expressed the need for the fee to remain at \$40 for RLI classes for 2010-2011 to cover expenses associated with the courses as the budget doesn't have any operating expenses built into it for trainings. The next round of classes will begin the end of September/October timeframe.</p>	RLI Dues of \$100 will be paid on July 1, 2010.	C
b. Policies and procedures for online registrations	District Trainer Phares would like to put into place Policy and Procedures for registrations relating to District Assemblies and any classes, such as RLI, the District is facilitating.	District Trainer Phares and Administrative Secretary Kellie Tovar will work on writing up the policies and procedure and then	C

	Discussion was held.	that information will be posted on the website as well as on the specific events.	
7. Continuing Business			
a. Future Vision Update (specific to Guidelines) – DRFC Mike Tormey	<p>PDG Nancy Pettus asked if a spending plan for district grants is in place and DRFC Mike Tormey stated yes. There are three categories for grants this coming year, Simplified Grants, District Grants and Global Grants for a total of \$97,000 which is our block grant from RI. He further explained that it doesn't matter how much is spent in the particular categories as long as the entire \$97,000 is spent otherwise anything that is left over at the end of the 2010-2011 Rotary year will go back to RI and into the Global Grant fund. So far the District has proposals from 6 clubs and the committee will only be allowing one grant award per category per club in the first quarter of this year to give all clubs fair chance at obtaining a grant.</p> <p>DRFC Tormey stated that 20 clubs haven't signed the MOU and discussion was held on the qualification process and awarding grants to clubs who have not signed an MOU. Discussion was held on the need to develop Foundation trainers because every year the clubs need to be qualified by attending a training and signing a new MOU.</p> <p>DRFC Tormey speculates that any changes to the Future Vision plan will be in place by February, 2011 because RI will only have 18 months from then to implement everything to all Districts.</p>	DRFC Tormey stated that a new financial management plan will go out for this committee's review within next 10 days.	O
b. District Visioning Update as	PDG Nancy Pettus handed out the District's	Stuart will send evaluation form to	O

provided by Chuck Rutenberg- PDG Nancy Pettus	visioning outcome to review. DRFC Tormey asked about writing this into the leadership plan and Nancy stated it's being re-written now and also taking into consideration RI's strategic plan. Discussion was held on how to implement the District's visioning session and PDG Pettus asked for volunteers to work on it.	PDG Nancy Pettus, PDG Stu Palmer, DGE Mary McCambridge and District Trainer Julie Phares are going to work together to come up with a broad plan and then decide if we want to redo visioning in a year.	
c. District 501(c)3 Update- Chairman George McIlvaine	Chairman McIlvaine stated the District's 501(c) 3 will be a Corporation in the State of Wyoming and there will need to be initial board members elected. PDG Nancy Pettus, DGE Bryan Cooke and PDG Stuart Palmer volunteered to be the initial BOD. Chairman McIlvaine stated that he and Attorney Scott Meier needs help writing the Bylaws and the same three members will be on that committee. District Treasurer Joni Kumor asked about the treasurer position for this entity and Chairman McIlvaine assured her this entity will have its own treasurer.	District Trainer Julie Phares moved to use \$750 from excess funds for the initial filing fee for the District 501(c) 3, Nancy seconded. Motion passed.	C
8. New Business			
a. Shelterbox (APF Funding)-PDG Stuart Palmer	PDG Stuart Palmer expressed concern for the APF vs. the raising need for emergency donations from our clubs. ShelterBox and the End Polio Now Campaigns were both discussed.	DG Scriven will send a letter to clubs about having an emergency donation fund so that when the need arises for ShelterBox, etc they have the funds on hand to support the project instead of taking the funds from their Foundation donations.	C
b. Club Visioning and Rotary Leadership Institute funding for 2010-2011 – PDG Stuart Palmer	PDG Stuart Palmer stated our District has initiated two solid training programs in the past two years. Club Visioning, developed by PDG Steve Wilcox from St. Paul, MN brought this program to D5440 with an appearance by PDG Cathy Smith at our district assembly at the request of PDG Stu Palmer in the fall of	PDG Stuart Palmer moved that as a District we continue to support the Club Visioning and Rotary Leadership Institute in order to maintain a steady stream of future, well trained leaders for our district. That we continue to provide funding	C

	<p>2008. The Rotary Leadership Institute (RLI) was brought to the district by DG Dave Scriven in August of 2009 and has successfully graduated nearly 50 Rotarians in three separate daily training courses I, II and III. D5440 is currently a “pace-setter district” for RLI with other districts looking to our example and seeking our advice when starting an RLI program.</p> <p>These programs have been excellent training tools for club and district leadership development. The programs have received funding from the district in the past two years, but there is no funding set aside for these programs in 2010-2011.</p>	<p>for these programs up to \$2,000 for the coming 2010-2011 Rotary year. The above motion was amended to provide funding in the amount of \$2,000 to each program, Club Visioning and RLI, for a total of \$4,000 for the 2010-2011 Rotary year from the District’s excess funds, PDG Nancy Pettus seconded. Motion passed.</p>	
c. Funding for District Resource Leaders (DRL) training at Zone – PDG Stuart Palmer	<p>PDG Stuart Palmer stated that we continue to seek ways to develop future district leaders in D5440 and candidates for District Governor. A new program is being offered at the upcoming Zone Institute in Albuquerque in mid-September. We need to provide some funding to send promising leaders to attend the Zone Institute and participate in the new District Resource Leader Program. We have several promising candidates in D5440 that we should encourage to attend this program. We can provide some, but not all expenses of this training opportunity for select candidates. Motel rooms are \$199 night. Registration is \$175 per person.</p>	<p>PDG Stuart Palmer moved to set aside \$5,000 from the proceeds (\$15,300) of the 2009 Jackson Hole District Conference (2009) for financial assistance for training our district Rotarians to attend the Zone District Resource Leadership Program, providing up to \$600 per person for registration, room and travel to get to Albuquerque. The above motion was amended to provide \$500 per person and that the candidate selection process will be done by DG David Scriven and DGE Bryan Cooke; the leaders chosen to attend this training would then help develop curriculum for future trainings in our District upon their return. DG David Scriven seconded. Motion passed.</p>	C
d. Funding for District Trainer –	<p>PDG Stuart Palmer stated that our District has</p>	<p>PDG Stuart Palmer moved to set</p>	C

PDG Stuart Palmer	seen a great deal of valuable leadership training this Rotary year. Training is an important element of a successful Rotary District. Training can include expenses related to club programming, district programs and education for our facilitators and trainers. Currently there is nothing in the 2010-2011 district budget for training; a valuable educational tool to develop future Rotary leaders.	aside \$2,000 from the proceeds of the Jackson District Conference (2009) to fund expenses of our District Trainer, including expenses for our district training program. DG David Scriven seconded. Motion passed.	
e. Restricted Rotaract/Interact Funds from Sheridan Conference – PDG Stuart Palmer	PDG Stuart Palmer stated it's been nearly five years since the Sheridan District Conference Committee sent the proceeds of their conference earnings to the District Treasurer with stipulations on how those earnings would be spent; a portion to RYLA scholarships and a portion for Interact Scholarships. The RYLA scholarships have not been used in 5 years and we can address this at this time.	PDG Stuart Palmer moved that future district conference committees are to provide the earnings of each conference to the District treasury without restrictions. PDG Nancy Pettus moved to amend the motion that the District Governor would have one year to make a request to the Executive Committee to the use the funds for a particular project. Discussion was held and all agreed with the philosophy of the amendment to the original motion, District Trainer Julie Phares seconded. Motion passed.	C
f. Use of restricted Rotaract/Interact funds from Sheridan Conference – PDG Stuart Palmer	PDG Stuart Palmer stated that we have set a precedent by providing RYLA scholarships from a difference source of district funds (given to the D5440 Russian Committee by budget) to allow Russian Rotaract students to attend our RYLA summer program to learn and take back knowledge to develop a Russian RYLA program. Our district continues to further Rotary knowledge to other Rotarians and District(s). District 5970 from Iowa has sought our assistance in developing their RYLA. They had a weekend RYLA in	PDG Stuart Palmer moved to allocate \$500 from the D5440 RYLA Scholarship Fund from the Sheridan Conference to encourage District 5970 to send a representative or two to this summer's RYLA in Estes Park to learn how to conduct a successful District RYLA program, DG David Scriven seconded. Motion passed.	C

	<p>April, attended by 13 students, but they need a mentoring district “to get it right”. As a successful district with available funding, we are obliged to help other districts achieve what we have mastered. We’ve helped RYLA in Russia. We can offer assistance to this district in Iowa.</p>		
g. Interact/Rotaract Conference/PETS – DG David Scriven	<p>DG Scriven would like to see the Interact/Rotaract conference continue whether it’s part of this District Conference or its own separate event.</p> <p>He would also like to see a one day PETS for new club presidents of Rotaract (26) and Interact (9) with a dinner that evening.</p> <p>Discussion was held.</p>	<p>PDG Nancy Pettus moved to use remaining restricted RYLA funds from the Sheridan District Conference in the amount of \$5,150 to support a one day PETS for the incoming club presidents of both Rotaract and Interact clubs in our District, Julie Phares seconded. Motion passed.</p>	C
h. Other	<p>PDG Stuart Palmer stated for the record that he agrees with DG Scriven’s position of keeping with Bylaws and not sending the Bylaws amendment approved in our last meeting to the Bylaws Committee.</p> <p>Discussion was held on future projects within our District and the use of DDF in future years.</p> <p>Discussion was held on a retreat for the Executive Committee.</p> <p>Chairman McIlvaine stated that Russia is looking at starting a 3rd club and the money would come from the current Russian committee funds but this District would need</p>	<p>DGE Mary McCambridge asked DG Scriven if he would write a letter to clubs about future projects and assure them that DDF has not been promised to any specific project after 2010-2011 Rotary year.</p> <p>PDG Stuart Palmer moved to support another club in Russian, District Trainer Julie seconded. Motion passed.</p>	<p>C</p> <p>C</p> <p>O</p> <p>C</p>

	to be a sponsor of the club with no further financial assistance.		
Adjournment	Chairman George McIlvaine adjourned the meeting at 3:00 pm.	Next meeting is July 23, 2010 at 6:00pm in Casper, WY.	