

Date: October 28, 2011

Rotary District 5440 Executive Committee

Time: 1:00 pm

Location: Hilton Garden Inn

2229 Grand Avenue, Laramie, WY 82009

MEETING MINUTES

Members	Role/Position	Present	Members	Role/Position	Present	Others Present
Bryan Cooke	Member/PDG	P	David Scriven	/PDG Rep	P	
Mike Forney	Member/DGE	P	Julie Phares	Ex-Officio/DGN	P	
Mary McCambridge	Chair/DG	P	Joni Kumor	Ex-Officio/ Treasurer	A	
George McIlvaine	Member/PDG Rep	P	Barbara Redder	Ex-Officio/Trainer	P	
Philip Murphy	Member/Trainer	P	Mike Tormey	Ex-Officio/DRFC	P	
Charles Peterson	Member/PDG Rep	P	Kellie Tovar	Ex-Officio/ Secretary	P	

P=Present A=Absent

AGENDA/TOPIC	DISCUSSION	ACTION PLAN	Open/ Closed
Call to order at 1:15 pm by David Scriven, Moderator	We do have a quorum for today's meeting.		C
1. Approval of Executive Committee meeting minutes dated August 2, 2011.	Dave Scriven asked everyone if they received a copy of the meeting minutes prior to the meeting and if they had any revisions to suggest. Scriven called for a motion to approve the minutes as written.	DGE Mike Forney moved to approve the meeting minutes of August 26, 2011 as written, PDG Charlie Peterson seconded. Motion passed.	C
2. District Treasurer's Report – Joni Kumor			
a. Financial Report	DT Joni Kumor was not able to be at today's meeting, however, she distributed through Kellie Tovar the September 30, 2011 financial report.	PDG George McIlvaine moved to accept the Financial Report of September 30, 2011 as presented, PDG Charlie Peterson seconded. Motion passed.	C

b. Debit Cards	<p>DT Joni Kumor reported that DG McCambridge and DGN Phares are both looking into the fraudulent use of cards in the Northern Colorado area before making a determination of whether to use the debit cards this Rotary year.</p> <p>DGE Mike Forney has decided to not use the debit cards this year.</p>	<p>No further action necessary unless a DG, DGE or DGN request use of the cards at which time the request must be honored and the accounts set-up as previous voted up on by this committee.</p>	C
c. Emergency donations	<p>DG McCambridge reported that \$160 was received by clubs in the District in support of the emergency donation campaign for Joplin, MO.</p> <p>DG McCambridge has inquired about helping Turkey with emergency donations. Discussion was held. DGE Mike Forney will follow-up with District 2430 on how the funds could be used.</p> <p>DG McCambridge also mentioned the need for emergency donations to Bangkok due to flooding. No action was taken on this matter.</p>	<p>A total of \$1,160 will be distributed to the Rotary District in Joplin, MO.</p> <p>DGE Mike Forney will follow-up with District 2430 in Turkey on how the funds could be used.</p> <p>PDG George McIlvaine moved to approve the allocation of \$1,000 in District emergency donations to Turkey to be matched by Rotary clubs in District 5440, PDG Bryan Cooke seconded. Motion passed.</p>	C
3. DRFC Report – Mike Tormey	<p>Adoption of financial management plan.</p> <p>A written proposal was presented by DRFC Mike Tormey from District Grants Chairman Chuck Rutenberg (see attached). Discussion was held on his recommendations.</p> <p>DRFC Mike Tormey commented that \$6,000,000 was used in global grant money last Rotary year and out of the 100 pilot districts, 99 had at least one global grant, however, District 5440 led the way with four global grants.</p>	<p>PDG George McIlvaine moved that DG McCambridge, DGE Forney, District Grants Chair Chuck Rutenberg and RI Trustee Lynn Hammond have a meeting to discuss these recommendations. Then DG McCambridge will make a follow-up recommendation at the next meeting, DGE Mike Forney seconded. Motion passed.</p> <p>The adoption of financial management plan and the recommendations from District Grants Chairman Chuck Rutenberg are tabled until next meeting.</p>	O

4. District Governor's Report – Mary McCambridge			
a. Literacy Project Dollars	DG McCambridge commented that she has now visited 48 out of 52 clubs. McCambridge made a challenge to clubs that when she was there for her club visit to donate to the District 5440 Literacy project and their money would be matched and returned to them 100% by DDF. The idea was to get clubs either to start a literacy project or to help support their current projects. Her goal was to raise \$5,000 during her visits, however, she's raised almost \$8,000 which brings up the question of will DDF be available to make these matches because grants have been very successful this Rotary year.	PDG George McIlvaine moved to use excess funds to fund the District 5440 Literacy project, PDG Bryan Cooke seconded. Motion passed.	C
b. YE Attendees at District Conference	DG McCambridge commented that when her budget was put together for this Rotary year, the YE Committee budget for conference was missed. Therefore, the funds typically collected and used for the students through district dues was allocated in other line items throughout the budget. Discussion was held.	PDG George McIlvaine moved to transfer \$3,500 from excess funds to the 2011-2012 district budget to help cover the District Conference YE costs, DGE Mike Forney seconded. Motion passed.	C
c. I-990 Filings	A noticed was sent to clubs (presidents and treasurers) reminding them about filing the 990 with the IRS	No further action necessary.	C
d. Polio	DG McCambridge said she wants to get across to clubs and Rotarians at the assembly that the goal is the eradication of Polio not necessarily just reaching the \$200M challenge. All countries must be polio free for 3-yrs to consider it eradicated and it's been 9 months since the last reported case in India.	No further action necessary.	C
e. Colorado's Centennial Project	Harriet Downer from D5450 will attend the assembly tomorrow and put up a display about this project. DG McCambridge will make an introduction so if anyone wants to talk to her from Colorado clubs about this project they may.	No further action necessary.	C
f. AV Team Update	Feedback for an AV team in the District is should	The AV Team is Doug Lidiak, Manny	

	we buy some equipment rather than rent. In addition, some people don't want to sit at an AV table the entire weekend.	Muniz, Don Widrig.	
g. DRL Candidates	DG McCambridge stated that she encouraged members throughout the district during her visits to take advantage of the DRL scholarship. She noted that most of the future leaders at District level attended last year and that most club members don't know the structure of the District, Zone, RI.	No further action necessary.	C
5. District Governor Elect's Report – Mike Forney			
a. 2012-2013 Budget/Finance Committee		DGE Mike Forney will put the 2012-2013 budget together with the help of PDGs and the Finance Committee if needed. He will then email it to Finance Committee for review and comments. Need to have budget ready to distribute to president elects 30 days prior to PETS.	C
b. AG Training	<p>DGE Forney stated that the AG training conference call worked well and only had 2 who didn't attend, however, it was recorded so those 2 could listen in. Next call is in early December.</p> <p>Mike is putting together a preliminary list of topics for Mary to review and it will also be good for Barb & Phil to add training issues.</p> <p>FV training is Sunday AT PETS with Mike Tormey. Saturday PM for all 5 districts. AG training just for our district on Friday PM.</p> <p>Trainers need to know what the AG expectations are for 2012-13.</p>		C
c. District banner design	Mike is getting a quote on a 10x8x2 foot banner with Rotary wheel and District 5440 in the middle. Storage units are not going to be used.		C

d. PR Grant Update	Fully funded on the PR grant \$15,000 from RI and \$5,000 from District for a total of \$20,000.		C
6. District Trainers Report – Philip Murphy			
a. District Assembly Update	There are 115 registered for the assembly tomorrow.		C
b. RLI Report for Fort Collins session	The last RLI in Fort Collins had 16 people attend. Feedback from attendees is 3 days of RLI is too much of a commitment so the trainers will be looking to structure RLI into two one day sessions.		C
7. Continuing Business			
a. Realignment of border between D5440 & D5450 – PDG Charlie Peterson	PDG Peterson commented that Karen Sekich was going to send some maps that would be available before this meeting but those have not yet been received.	This issue is tabled until further notice.	O
b. District 501(c)3 update – PDG George McIlvaine	<p>PDG McIlvaine commented that the Articles of Incorporation, Bylaws and Conflict of Interest policy were all received yesterday from Scott Meier. We have to file a 2300 form with IRS and that needs input of the four incorporators who are Stuart Palmer, Julie Phares, George McIlvaine & Scott Meier.</p> <p>PDG McIlvaine stated the Bylaws call for no fewer than 3 and no more than 5 board members. Discussion was held and PDG Charlie Peterson will be appointed as the 5th board member to the Foundation. These board members will meet and choose a chairman, secretary, treasurer and will report periodically to the Executive Committee.</p> <p>Discussion was also held on the need to fund the Foundation with some seed money.</p>	<p>DG Mary McCambridge moved to approve the documentation for application to IRS, PDG Bryan Cooke seconded, Motion passed.</p> <p>DG Mary McCambridge moved to allocate \$5,000 from excess funds to fund the Rotary International District 5440, Inc. Foundation, PDG Bryan Cooke seconded. Motion passed.</p>	C
c. Adoption of Financial Management Plan – PDG Mike Tormey	See item 3 above.		O

d. District Organization Chart – PDG Dave Scriven		DG Mary McCambridge will send Bylaw recommendations to PDG Lynne Baker as chairman of the Bylaws committee.	C
e. Signature changes for Cheyenne Bank Account-PDG George McIlvaine	PDG George McIlvaine commented that the address has been changed to Joni Kumor's address as District Treasurer and new signature cards will be signed tomorrow.	If needed a corporate resolution authorizing the 4 signatures approving the account will be signed by Kellie Tovar as secretary.	C
7. New Business			
a. District Nominating Committee – PDG George McIlvaine	PDG George McIlvaine is chairman of the Nominating Committee this year and he has asked the committee to promote the position. Interviews will take place November 18 th in Cheyenne.		O
b. Council on Legislation – DG Mary McCambridge	RC/PDG Lynne Baker asked DG McCambridge to talk to the clubs about changes to be presented to RI during COL. Mary asked this committee if there are any changes to be recommended by December 31, 2011. Hearing none she will report the results to RC/PDG Lynne Baker.	No further action necessary.	C
c. Casper Reveille – DG Mary McCambridge	DG McCambridge reported that the Casper Reville club's charter application is now in to RI.	No further action necessary.	C
d. Award presentation – PDG Bryan Cooke	PDG Bryan Cooke commented that the Fort Collins Breakfast Rotary Club has received the Vocational Service Award from RI.	No further action necessary.	C
e. District Conference scholarships – PDG Bryan Cooke	PDG Cooke originally designated a total of \$5,300 to be used from his district conference proceeds as scholarships for DG McCambridge's conference. It was structured as \$100 per club so a club president could appoint a 1 st timer to go to district conference. Conference chair Lynn Matson has asked if he can split the dollars between Rotarian and spouse. Discussion was held.	The scholarships will remain at \$100 per Rotarian with the scholarships being awarded to a 1 st timer with no membership restrictions. Each club president is to award one scholarship.	C

Adjournment	DGE Mike Forney moved to adjourn the meeting, DT Phil Murphy seconded. Meeting adjourned at 4:04pm.	Next meeting will be January 13, 2012 at the Marriott Tech Center hotel in Denver, CO.	