

Date: March 18, 2013

Rotary District 5440 Executive Committee

Time: 9:00 am

Location: via Conference Call

MEETING MINUTES

Members	Role/Position	Present	Members	Role/Position	Present	Others Present
Mike Forney	Member/DG	P	David Scriven	Member/PDG Rep	A	PDG Nancy Pettus
Morrison Heth	Member/PDG Rep	A	Ken Small	Ex-Officio/DGND	P	PDG Stuart Palmer
Mary McCambridge	Member/PDG	P	Joni Kumor	Ex-Officio/ Treasurer	P	
George McIlvaine	Member/PDG Rep	P	Barbara Redder	Ex-Officio/Trainer	A	
Philip Murphy	Member/Trainer/DGN	P	Mike Tormey	Ex-Officio/DRFC	P	
Julie Phares	Chair/DGE	P	Kellie Tovar	Ex-Officio/Secretary	P	

P=Present A=Absent

AGENDA/TOPIC	DISCUSSION	ACTION PLAN	Open/ Closed
Call to order at 9:02 am by Chairman Julie Phares.	We do have a quorum for today's meeting.		C
1. Approval of January 7, 2013 meeting minutes – Chairman Julie Phares	Chairman Phares asked everyone if they received a copy of the meeting minutes prior to the meeting and if they had any revisions to suggest. Chairman Phares called for a motion to approve the minutes as written.	PDG George McIlvaine moved to approve the meeting minutes of January 7, 2013 as written, DGND Ken Small asked that in the list of hotels after the Four Seasons to insert the Jackson Hole Mountain Terra Group under item 9.a. and DG Mike Forney requested a spelling correction for David LaMott under item 9.c., DG Mike Forney seconded the motion to approve the meeting minutes as corrected. Motion passed.	C
2. District Financial Report – District Treasurer Joni Kumor	The February 28, 2013 financial report was distributed to the committee on March 14, 2013. Joni indicated nothing real unusual but she	District TreasurerJoni Kumor will show an additional \$6,000 from excess funds into an amended budget per executive committee actions and move the	C

	opened the floor to questions. Discussion was held regarding the \$6,000 Hurricane Sandy District emergency fund donation. The approval of that distribution was approved by the Executive Committee to use funds from excess funds for this emergency effort.	\$6,000 from DG Contingency line item to the emergency line item in the budget expenses. The committee acknowledges receipt of the February 28, 2013 report and no further action is necessary.	
3. District Governor's Report – DG Mike Forney			
a. District Bylaws Change	DG Forney indicated that he and PDG Heth have not connected to come up with the minimal language needed to present to the Bylaws Committee for the proposed Bylaw change but that DG Forney will coordinate that effort with PDG Heth ASAP.	DG Forney to contact PDG Heth to draw up the proposed language for the Bylaws Committee to review prior to distributing to the voting delegates prior to District Conference.	O
b. District Conference update	DG Forney indicated the conference is coming along nicely and that early bird rate expires March 29 th . He noted an early bird incentive of the possibility of winning a \$500 Steamboat Springs shopping spree for early registrants. DG Forney informed the committee that the conference committee is offering a special rate of \$50 for Interact & Rotaract members to attend the conference. A special rate for their lodging is also being offered at the Holiday Inn at \$79 per night. Special events are arranged for the youth as well as being involved with the conference too. Speakers are lined up and developing well and the committee is now meeting on a weekly basis. There will be a PDG dinner on Thursday night at the Sheraton with details coming out soon.	No further action necessary.	O
c. Johnstown's 75 th Anniversary	DG Forney informed the committee that the Rotary Club of Johnstown/Milliken will celebrate their 75 th anniversary on April 5, 2013. Their actual anniversary date was last October but this is the date they were able to arrange their celebration. Both Mike and Janet will be there. Information to	No further action necessary.	C

	come but he invited as many to come as possible.		
d. Kenya VTT Grant	VTT grant is coming together and it has been being worked on since middle of PDG McCambridge's year. This VTT consists of a \$70,000 global grant involving D9200 in Kenya, D5450 and D5440. DG Forney commented that after receiving very helpful council from RI the four week trip to Kenya will happen in June or July, 2013. Three people from D5440 and three from D5450 will go to Nairobi, Kenya to train on water and sanitation and then D9200 will send three people back from their district in late summer, early fall timeframe to our Districts. An announcement will be going out to club presidents asking for volunteers for this project which is 4 weeks. DG Forney thanked PDG McCambridge & PDG Tormey for their support and help in getting this organized.	No further action necessary.	O
e. Report on 2012-13 Grants	DG Forney has requested a report from District Grants Chuck Rutenberg but there is no report at this time. DG Forney indicated there is no money left at this time.	DG Forney will distribute the Grants report to the EC when he receives it.	O
f. Million Dollar Dinner	DG Forney indicated that PDG Stuart Palmer will be joining the call later in the morning but some background information about the Million Dollar Dinner is that they are that they expect 150 people to attend at an estimated cost of \$8,000-\$10,000 for the event. There will be a cash bar, however, the attendees will be guests of the dinner due to their generous donations to the Rotary Foundation. DG Forney did indicate letters went out to 17 clubs asking for their financial support of this dinner to help offset the cost to the District. District Treasurer Joni Kumor has processed an initial payment to the Fort Collins Country Club for around \$1,500 to hold venue. Mary Zimenoff is the chair of this event.		

g. Rocky Mtn Interact Club & AIMS Rotaract Club	DG Forney commented that a new Interact club was started in Fort Collins with Jimmy Halderman as the president. The Greeley After Hours RC has been working on starting a Rotaract club at AIMS Community College and it is rejuvenated having weekly meetings. They do plan to hold an inauguration event the first week of April.		
h. White House Champions of Change	DG Forney did nominate two people for White House Champion of Change award. The nominees were Dick Schilling for international and domestic work he has done and the other was Tom Carrigan for the KidsPak program in Loveland. DG Forney has not yet heard back on either but he did hear from another district that one of their applicants had been called and notified so he's assuming our candidates were not picked.	No further action necessary.	C
4. District Governor Elect's Report- DGE Julie Phares			
a. PETS	DGE Phares expressed that a great time was had at PETS. She complemented District Trainers Barb Redder & Phil Murphy for their work at the district level and lead trainer Chuck Rutenberg for his work in his first year as lead trainer. She stated they all did an excellent job.	No further action necessary.	C
b. District Assembly	DGE Phares deferred this agenda item to District Trainer Phil Murphy later in the agenda.	No further action necessary.	C
c. Background checks	DGE Phares was a participant on a conference call with DG Mike Forney, DGN Phil Murphy, DGND Ken Small, DPO Ray Leaycraft , YE Chair Julie Yates and New Generations Chair Bobbe Fitzhugh regarding background checks. She noted that things are changing in Rotary world with so many items and more online requirements. The YE committee has inquired about putting the background check process directly online vs. completing a form and mailing it in to Ray	At the end of discussion it was decided that because of lots of change going on with Rotary International expecting online submission that we will continue to offer the snail mail option or if a person chooses to go online and complete their background check that is fine too. More information will be available at the assembly.	C

	Leaycraft. The cost is the same but this is a quicker, faster way than snail mail.		
d. Informational Items	<p>DGE Phares informed the committee that RI is insisting on all reports from Grants, Foundation, Membership, etc. go through Member Access so there is a big push to be sure club members, Rotarians and leaders have the access through Member Access. AGs now have access to reports for their clubs. DGE Phares thanked DG Forney for getting all the AGs inserted into the system. Training team is now working on how to get the info out to the club members-her goal is to have all PEs signed into member access by April 1st.</p> <p>AG/DGND Small issued caution when accessing Foundation reports through the AG access because the numbers on the system do not agree with club figures. DGE Phares stated that there has always been a lag in reporting with RI and that Rotary direct is going to be encouraged rather than putting responsibility on club treasurers for submitting donations.</p> <p>DGE Phares indicated the District Conference contracts have been signed and they currently have four guest speakers arranged.</p> <p>DGE Phares stated the Executive Committee will not hold a face to face meeting prior to Assembly in April. After discussions the last two meetings of the 2012-2013 EC will be via conference call on April 23rd & June 6th.</p>		
5. District Trainers Report – DGN/DT Philip Murphy			
a. RLI	DGN/DT Murphy reviewed the upcoming RLI Sessions and indicated they are in the process of making RLI 3 available on Thursday, May 30 th in Steamboat prior to the start of DC. He did discuss the combined 1 & 2 courses that were held in		

	Riverton & Jackson and he felt it was an effective way to present both courses at once.		
b. Club Visioning	DGN/DT Murphy stated a lot of clubs are going through re-visionings with one coming up at Estes noon club & in April the committee will be traveling to Cody area where they will be doing 3 clubs. He stated that re-visioning has to be tailored to the individual club in order to best serve the clubs so it is a challenge and requires a lot more time commitment of the committee to serve the clubs in this manner.		
c. Assembly details	DGN/DT Murphy stated a draft agenda is coming but that they have secured a lunch speaker, Michele Shaffter, who is the DGN of D5750 in Oklahoma. She is coming in to do a noon time talk on membership and hold a social media breakout in the afternoon. She's featured in an article in the Rotarian magazine and has been very active at promoting and creating new Rotary clubs using social media. Breakout session topics will be scholarship info, million dollar dinner, background checks, Rotaract/Interact, Member Access, Sec/Treas training, Grants, YE, social media.		
d. District Strategic Plan update	DGN/DT Murphy went through goals and action plans and a lot is happening in the district.	DGN/DT Murphy suggested revisiting the plan at the retreat and he hopes to get an update out in next several months.	O
6. DGND Report - DGND Ken Small			
a. Report on Greg Podd's visit to Jackson	DGND Small stated that PDG Gregg Podd, Director Elect for Zones 21b & 27 was in Jackson to see the potential venues for the 2014 Zone Institute. The issue in Jackson is it is expensive in the timeframe Mr. Podd was wanting to hold the Institute but the last contact was that he was checking with schedulers at RI to see if they could		

	move it out to first week of October. If that can happen that will get out of high season and prices drop about 50%. DGND Small hasn't heard from Mr. Podd since last Monday. DGND Small thanked everyone for their support in pitching Jackson for the Institute and he hopes a decision will be made by the end of March.		
7. Continuing Business			
a. District Bylaws and Articles of Incorporation – PDG Morrison Heth	See Item 3.a. above.	District Secretary Kellie Tovar will send reminder to PDG Heth & DG Forney.	
b. Million Dollar Dinner Update - PDG Stuart Palmer	PDG Stuart Palmer joined the phone call to discuss the Million Dollar Dinner. He gave background information regarding the dinner similar to information outlined in item 3.f. PDG Palmer stated that the committee is looking to the District to underwrite the event with an approximate expense of \$8,000. He reiterated that the committee has sent out letters asking for club support and hopes that the District commitment will be substantially lower. Discussion was held.	PDG George McIlvaine moved to underwrite the Million Dollar Dinner up to \$8,000 from the excess funds, Phil Murphy seconded. Motion passed.	O
c. District Foundation Update – PDG George McIlvaine	PDG McIlvaine stated we are still waiting for IRS final approval but that the bank account is open and he has received some deposits from Estes Park for Mt Kilimanjaro climb. He also received some seed money from the District which was approved some time ago. PDG McIlvaine is acting as treasurer but stated that he has no desire to continue in such capacity.	DGE Phares asked PDG McIlvaine to contact the Foundation president to ask that a conference call be set up for a meeting for the board of the District Foundation.	O
8. New Business			
a. District Membership Reports – DGE Julie Phares	DGE Phares expressed her concern with clubs not filing their membership reports in a timely manner with the District office. Discussion was held on the importance of those reports monthly as well as the need to add this to the District Leadership Plan so we have guidelines in place for the reporting.		

<p>b. District Retreat – DGE Julie Phares</p>	<p>DGE Phares stated that the next retreat will be Phil Murphy's retreat and she asked if he wishes to hold a retreat. DGN Murphy stated he does see value in holding a retreat whereby it gives us an opportunity to talk about things more in depth and moving forward with strategic plan. DGN Murphy stated that it will be held in early September with more details to come.</p>		
<p>c. District Grant for travel and boarding for an ex YE, Scholar back to a country where they were hosted/studied. RI restrictions say only over 18 – PDG Nancy Pettus</p>	<p>Nancy Pettus brought up issues that came up in Grant Training at PETS and she felt it was EC decisions since RI does not have issue with it. The question is can a club apply for a District Grant for travel and boarding for a YE student or past Ambassadorial Scholar to go back to the country where they had been to work on a project. She restated that this is not to pay for the project but to pay for travel and boarding for the person while on the project.</p> <p>Discussion was held. DGND Ken Small supports the idea. PDG Mike Tormey agreed to support the idea too but he reminded the committee that this was decided 4 years ago to not allow travel. He did state that it's only been an issue a few times over the last 4 years.</p> <p>Nancy stated that if the grants committee is going to have the power to authorize this type of request then are we then going to ask for a broad description on the impact, etc-limit on funds or allowed the \$5,000 or a different limit? PDG McIlvaine said that perhaps this could be on a case by case decision whereby the grants committee contacts the EC with such a request.</p> <p>Grants committee</p>		<p>O</p>
<p>d. District Grant for a club to either go to conduct a needs assessment before a Global Grant project or after a Global</p>	<p>The question also came up that after a club has received approval from RI for a Global Grant would the District approve a district grant to fund a person or persons to do a needs assessment prior</p>	<p>DGE Phares tabled this information until the April 23rd meeting so that the committee can take time to process the information. PDG Nancy Pettus stated</p>	<p>O</p>

<p>Grant project to monitor a completed project. This is OK with RI – PDG Nancy Pettus</p>	<p>to the start of the global grant or for travel to monitor the project. RI has no restrictions on travel with regard to this issue. Discussion was held on the issue.</p>	<p>that she'll also talk with the grants committee regarding both of these issues so she can give feedback from them at the next meeting..</p>	
<p>Informational Items: April 19th meeting cancelled, District Budget Vote for 2013-2014, CCRYE Financials – DGE Julie Phares</p>	<p>As previously stated, the April 19th EC meeting is cancelled.</p> <p>The 2013-014 budget was accepted by the PEs at PETS and it will be presented at District Conference during the business meeting in Steamboat.</p> <p>Everyone received the YE financials and she stated that if anyone has questions or concerns about the YE financials to let her know.</p> <p>DGND Small asked about committee structure for PETS. DGN Murphy stated that the DG, DGE, DGN and trainers serve on PETS committee. Diane Edwards who is PDG of NE will serve as chair and Arlene Weber is administrator for High Country PETS. The facility is moving to The Renaissance Hotel and first meeting will be July 28th in Denver.</p>	<p>No further action necessary.</p>	<p>C</p>
<p>Adjournment</p>	<p>Chairman Julie Phares adjourned the meeting at 10:34am.</p>	<p>Next meeting is scheduled for April 23, 2013 via conference call, time TBD.</p>	