# District 6270 Executive Committee Meeting Minutes

Karen White, District Governor

February 9, 2016, 4:00 PM, Sawmill Inn, 1729 Wolf Rd, Richfield, WI.

**Called to order** – Meeting was called to order by DG Karen at 4:05 PM.

**Roll Call / Attendance** – Those in attendance were: PDG Dan Christianson, IPDG Mary Beth Seiser, Bob Nolan Treasurer, PDG Tamie Koop, DG Karen White, PDG Mike Slawny, DGN Jeff Reed, DGE Julie Craig, Kola Alayande Trainer/DGNN, and Colleen Kalscheuer Administrative Secretary. Excused: PDG Rick Debe.

**An addition to the agenda –** Budget discussion was moved to be included in the Treasurer’s Report section of the meeting. Added was -- location for the May Executive Committee meeting.

**Secretary’s Minutes November 2015** -- Dan C, moved to approve the minutes as printed and distributed. Seconded by Bob N. Motion passed.

**Treasurers Reports** – Bob Nolan - Bob reviewed the financials of the district and the Youth Exchange Committee. Motion by Dan, seconded by Jeff, to place the report on file. Motion passed. Treasurer’s books are being converted to Quick Books, which makes the reports have a different appearance. This will also assist in any future transfer to a future District Treasurer.

**Budget Discussion:** Julie opened the discussion of the 2016-2017 budget to reflect the District Focus group discussions and the Strategic Plan. This resulted in adding new budget lines and elimination of out dated lines and consolidation of areas. In come section – proposed $10/member fee for Training and Public Image. In Expense lines in three areas reflect significant budget changes – Membership, Training and Public Image.

At the November meeting -- this group approved to fund $25,000.00 for Club Public Image grants. The budget reflects an additional increase of $20,000.00 in expenses with an addition of income via the potential of assessed fees. This would reflect a one third increase in income with the district budget committing two-thirds out of reserves.

Each committee of the Strategic plan needs to have measurable goals. Trainer has contracted for an additional GoToMeeting service to handle on-line meetings for up to 500 people and with additional features to do trainings.

Mary Beth moved to approve the proposed budget with additional clarification be done in the areas of Membership, Training and Public Image. Jeff seconded the motion. Motion passed, with a dissenting voter

Julie recently attended International Assembly and Central States RYE meeting. She reflected that medical costs for RYE have increased dramatically and has increased the cost of insurance premiums. Kelly Mundell is being encouraged to attend the NAYEN conference.

**Reports**

**District Governor** – Karen is working primarily on the District Conference. This includes getting the registration live, costs and sponsorships finalized. Several District Awards will be presented at the conference. Saturday program will also include sessions for Spring Assembly.

**District Governor Elect** – Julie shared that every Club in District has a President Elect. Working on Pre-PETS and PETS. PE’s have assignments that they are to have completed prior to attending sessions. Clubs are to have their goals posted in RCC by April 30th. Sessions will be interactive. RID Jennifer Jones will be visiting District in April of 2017.

**District Governor Nominee** – Jeff submitted a written report earlier which reflected his work with Membership sub-committee of the Strategic Plan. Doing some club visits. DGN is assisting Julie with Pre-PETS and PETS. Listened to RID Jen Jones webinar on Fen8th, several others of the District leadership will listen when the recording is available, conflict with WAS Board meeting.

**Foundation** – Mike shared a written report that he had prepared for Julie prior to her attending IA. There was a question about VTT’s and Global Grants – several projects have included a VTT. Payment for the VTT is not from District DDF funds. Karen will be participating in the interviews for Global Grant Scholar. Decision was made by Grants committee to have separate sessions for the 2016-2017 Rotary year for District Grants and Global grants.

**PDG’s**- **Mary Beth**, shared that she has become the Chairwoman of the District Grants committee. District Grant application has been updated. Change was made in the per capita giving – now at minimum of $25.00 per club member. Working on District Grant seminar for District Conference and follow-up webinar.

**Dan,** he is leading the Service project effort for MW PETS. Service Project has a Veterans focus – one group in Illinois and one group in Wisconsin. He is also doing presentation for Shelter Box.

**Rick,** out doing good, for Rotary in making a difference in the world. Committee looks forward to the finalized Club Grant process. Sessions scheduled for District Conference.

**Trainer** – Kola shared working on PETS – district is supplying 3 facilitators for MW PETS. He also worked on developing a generic application form for district positions. Form was piloted with selecting assistant trainers to work with Dr. TJ Rinaldi. New assistant trainers will be Terese Beauchamp and Dan Morris. Has also been working on **Public Image** activities for the district – shared a report from MPTV on data from the commercial. Now is in discussion with representative from Marcus Corporation in regards to buying time in the theaters.

**District Administrative Secretary** – Colleen is working on District conference registration with Karen. Also preparing for the 2016-2017 District Directory both on-line and printed versions. Continues to update website and will put club events on District Facebook.

No other reports.–

**Unfinished Business**

**Strategic Planning Update** was shared by Tamie – emailed sent out on February 8/9, 2016.

**Proposal from Rick** – Status of the Club Grants for PI – no report, nor action taken.

**Spring Assembly/District Conference:**  Assembly sessions will be worked into breakout sessions on Saturday.

**Annual Business meeting at District Conference (May 14),** Scheduled for morning. Business includes the budget adoption and election of Kola as DGN, plus other business.

Other – no other business was discussed.

**New Business**

**2016 – 2017 District Budget** – Discussion was held earlier in the meeting in conjunction with Treasurer’s report.

**Pre-PETS / PETS – Non-compliance with attending PETS discussion,** DGE shared what has been offered to a PE that will not be attending PETS. Attendance at PETS is a requirement by RI in order to hold the office. Have scheduled a lengthy make-up session with the PE.

**Other - Site of next Executive Committee meeting**. There is a desire to have the availability to have participation via Wi-Fi connection. So the May 17th meeting will be held at the Sawmill Inn in the lower level.

There is a room charge to use the room.

**Adjournment** -- Meeting was adjourned via a motion by Dan C, seconded by Mary Beth. Meeting adjourned at 6:45 PM.

Respectfully

Tamie Koop, Secretary

Next meeting is May 17th, 4 PM, Saw Mill Inn, Richfield

**Post Board Meeting (Feb 9, 2016) – Budget itemization for Proposed 2016-2017 Budget**

**Training & Public Image Proposed Budget Breakdown**

**Training**

Expenses 2016/17 Trainer Expense 2,500.00

Asst. Trainer Expense $ 2,000.00

Zone Institute $ 1,000.00

GoToWebinar Annual Expense $ 2,500.00

Supplies, materials et al $ 2,000.00

Total 10,000.00

**Public Image**

Expenses 2016/17 PI Chair Expenses 2,500.00

TV Ad 4,500.00

Marcus Movie Theater Ads 10,000.00

Equipment, & Supplies 1,000.00

Total 18,000.00

**Membership**

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| --- | --- | --- |
| **Item** | **2015-16 Budget** | **2016-17 Proposed** |
| Membership Committee  (line # 612 in 2015-16) | $2,000 |  |
| Membership Chair to Zone  (line # 571) |  | $1,000 |
| Membership Line # 572 |  |  |
| Membership (1/4 time membership person for district)  Job Description to be developed |  | $6,000 |
| Membership Travel |  | $2,000 |
| Membership Materials, Supplies, Copies, Resources, etc. |  | $2,000 |
| Sub-Total |  | $11,000 |