



Board Meeting Minutes

January 27, 2022

I. Call to order

Jeff M. called to order the regular meeting of the Rotary Club of Waterville Board at 3:00 PM on Thursday, January 27, 2022 via Zoom. A quorum was present.

II. Roll call – 8 needed for quorum

Bob Barton	
Tina Chapman, Secretary	Present
John Dalton, President Elect	Present
Dan Eccher, Vice President	
Peter Garrett	Present
Christopher Gaunce	Present
Jeff Jolicoeur	
Kim Lindlof	Present
Tom Longstaff	Present
Jeff Melanson, President	Present
Erin Merrill	Present
Michele Prince	Present
Suzanne Uhl-Melanson	Present
Sarah Wadick, Treasurer	

III. Secretary Report:

Jeff presented the minutes of the December 2021 meeting. Suzanne made a motion to accept the minutes as presented, John seconded. All in favor. Tina reported that she is working on the Club Directory. She will be reaching out to those who have ads to see if they would like to continue. A draft will be sent to all members so they can review their information before it goes to the printer. This year we are adding date joined Rotary as well as Corporate members.

IV. Committee Reports:

Treasurer's Report

Board received financials just prior to the meeting via e-mail. Board members will review and contact Jeff and Sarah with any questions. A vote on the financials will be at a later date.

A few of last year's Mert Rowe Scholarship awards have recently been paid. Jeff noted that we have not yet received funds for our District Grant projects – he will follow-up with Lincoln. Kim asked about the location for the Story Walk project and suggested alternative locations be considered.

Membership: (Submitted by John via email)

- **New Members** – On January 24, the following new members were inducted into our club - Donna DeMarsh; Haley Farrin; Patrick Guerette; Katherine Harvey and Kate Levesque.
- **New Member Orientation** – Suzanne and John are completing work on a new orientation package, and they plan to catch up on orientation of new and some not-so-new members in February.
- **Outstanding Dues** – Over the next week or so, Jeff and John will be reaching out to members who have not paid their dues yet.

John noted that we have also just added 4 new members from KVCC (1 primary and 3 non-primary corporate members).

Club Administration: (Submitted by Erin via email)

- Central Maine has been the focus of most presentations
 - Freedom's Edge (Albion)
 - Victor Grange (Fairfield)
 - Joe Reisert (Quarry Road)
 - United Way of Kennebec Valley (Waterville/Augusta)
- Presentations by speakers outside of Waterville
 - Mike Slifer, WCSH (Portland)
 - Josh Levy, Waterstone Properties (Westbrook)
 - Mac Phillips, Guatemala Community Center
- Cancellations
 - Since July 2021, there have been at least 8 cancellations for speakers.
 - This equates to more than 1 per month
 - Some have rescheduled, some have not
- Stats
 - 30 weeks since the start of the program year
 - 5 holidays
 - 5 classification/club internal meetings
 - 21 speakers
- Upcoming
 - Speakers are beginning to be booked into May and June
 - Once those months are filled, Erin will turn over any list of names to the new Admin Chair
 - List of back-up speakers for cancellations also being kept

Community Services: (Submitted by Michele via e-mail)

- Community Services Total budget: \$19,550
 - \$10,000 President's Project (allocated toward food insecurity mini-grant program)
 - \$2,500 Committee Projects, as determined by the committee
 - \$3,600 District Grant Projects
 - \$1,000 Camperships (typically award 4 to local camps in the spring)
 - \$1,900 Committee Discretionary
 - \$500 Chamber Perfect Attendance (for Albert S. Hall – Kim reports they will not be doing Perfect Attendance awards this year)

- \$50 for Court Packs
- No Funds have been spent to date
- The Committee determined the following priorities/allocations for the remainder of the year:
 - \$2,000 will be allocated toward the local high schools (\$500 per school: Waterville, Winslow, Messalonskee and Lawrence) to be used for youth needs (homeless and/or economically disadvantaged). Members will reach out to the schools to determine the contact person and to ensure that the school has a mechanism to utilize the funds
 - Roger will reach out to Winslow
 - Katelyn will reach out to Messalonskee
 - Jeff will reach out to Fairfield
 - Michele will reach out to Waterville
 - The \$1,000 Camperships will continue to be used for local camps/children
 - Discussed the potential to allocate some funds to do a project with Rotaract, but decided for now to not add additional funds to the \$1,000 that is already allocated under Youth Engagement. Jeff will connect with Chris G. to explore potential mutual project.
 - \$2,900 is left to allocate for the year. The committee may allocate some of these funds to be added to the President's Project for the mini grants, but will wait a couple of months to make that determination, based on requests that come in.
- **Cups and Fines:** The schedule got off track this year. Confirmed with Jeff that International will have February and then Community Services will have March/April, which will get us back on track. Jeff also entertained the thought of May/June going to Community Services, but will connect with Peter to explore this idea.
- **Review requests:** Only one request came in, for Camp Susan Curtis. The committee determined that we will stick with our original allocation for camps in our local area. Michele will notify Camp Susan Curtis.
- **Food Insecurity:**
 - A minimum of \$10,000 will be allocated. The focus of the funding will be the same as last year, for entities providing food and/or basic needs to the community in our local service area.
 - We have less funds available this year; the committee decided to drop the top potential award to \$2,500.
 - Michele will revise last year's application (adding some questions that were suggested at the meeting) and will send to the committee for comments/approval. The goal is for all changes to be made by next Friday (1/21).
 - This year the application will be done in Word and applicants will email their submission to Michele.
 - Members will share the application with their networks. Michele will send the application to the previous awardees (except Palmyra church, due to being outside our catchment area – we accommodated this application last year due to a request by a member who lives in that area).

- Applications will be due by February 24.
- The Committee will meet on March 4 to make award selections.

International Service:

No report this month

Vocational & Youth Service:

No report this month

Foundation: (Submitted via e-mail by Tom).

Throughout the month of November (which was Foundation Month) we emphasized contributions to the Foundation and participation in the Every Rotarian Every Year (EREY) program. We also highlighted the Paul Harris Fellow recognition, noting that 33 of our 48 active members (69%) are Paul Harris Fellows. We also recognized the good work done by the Foundation in our District and throughout the world, with specific mention of priorities and accomplishments.

Jeff M. is planning to recognize members who are Paul Harris Fellows at a future club meeting. This was originally scheduled for January 31st but the likely date is now March 28th. Watch for further news of this event and, if you are a PHF, plan to wear your pin when we have this recognition event. At least three of our members are advancing to the next stage of PHF recognition at this new year begins.

We hope to help members to know about and support other areas of Foundation activities in the weeks and months ahead. The Foundation is the primary way in which we extend our commitment to do good in the world beyond our local community throughout our District and the world.

Ways & Means: (Submitted by Suzanne via e-mail).

- Data base from Fall auction updated to reflect 15 post cards that were kicked back during the mailing campaign
- Seeking a date for the Spring Fling- please check your calendars for other events that might be taking place. Possible dates: Thursdays June 9 or 16
- Comments for live event this year?
- Planning on meeting February to begin planning for Spring Fling

John made a motion and Tom seconded to accept the committee reports received via email.

Public Relations & Marketing:

Dan will be taking on the role of PR/Marketing Chair.

V. New Business:

P O Box key follow up

Jeff was able to get a new key and has forwarded it to Sarah.

Zoom vs Hybrid meeting format/when to go back to Best Western

Consensus is that we are not comfortable going back to in person meetings any time soon. We do have a good turnout on Zoom when there is a good program.

Community Paul Harris Fellow program

Tom is working on this with his committee – they are currently revising the notification. Tina will put the nomination form on Survey Monkey and then send out to everyone to make a nomination personally or anonymously. Tom will then present nominations to the Board for a vote.

Honorary Memberships-Jeff

Jeff suggested that we consider moving Bob Tonge to honorary membership status. Jeff shared the By-Laws section that pertains to Honorary Membership. Suzanne recommended that the Board look at who we have and somehow do a check in to see if they are still engaged and/or want to continue to be an honorary member. Chris suggested that we send all Honorary Members a letter at the beginning of each program year. The Board and Membership needs to vote.

Tina made motion to move Bob to Honorary status. Chris seconded. All in favor.

Procedure for New Member Orientation

John has been putting together some material that will be helpful for new members. Suzanne has been assisting with updating and reformatting the info. John suggested that when we induct new members, we meet with them for ½ hour after the meeting for orientation. Another idea would be to do the orientation prior to the induction so that we can set some basic expectations about membership. Jeff suggested that if we have a speaker that doesn't show up, that we go through the entire orientation package. Also, John noted he would like to get a handful of people to serve as mentors for our new members.

Spring Fling 2022-Suzanne

Suzanne asked – how do people feel about going back to an in-person spring fling? Considering Thursday, June 16th. John – as long as we plan to allow people who choose to socially distance. Also we would require that people be fully vaccinated. John will talk with people at the Waterville Opera House about their protocol.

Storage

We are looking to move our archives from Maine Children's Home to the Chamber's storage unit. Jeff is coordinating and will seek out volunteers.

Club Assembly next week

Jeff has asked that Committee Chairs provide an update on what's been happening with their committees.

Rotary Board for 2022-2023

John is working on completing his proposed Board which he will present to the Club at an upcoming meeting.

Remuneration for MLK Breakfast

Peter made a motion to provide Bob O'Connor a \$150 stipend for assisting with A/V for the MLK Breakfast event, John seconded. All in favor.

VI. Adjourn:

John made a motion to adjourn at 3:53 PM, Tom seconded. All in favor.