

Board Meeting Minutes

December 16, 2021

1. **Call to order**

Jeff M. called to order the regular meeting of the Rotary Club of Waterville Board at 3:01 PM on Thursday, December 16, 2021 at Mid-Maine Chamber of Commerce and via Zoom. A quorum was present. Jeff noted that Michele has graciously agreed to take Christine’s place on the Board and as Community Services Chair.

1. **Roll call – 8 needed for quorum**

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| Bob Barton | | Present |
| Tina Chapman, Secretary | | Present |
| John Dalton, President Elect | | Present |
| Dan Eccher, Vice President | | Present |
| Peter Garrett | |  |
| Christopher Gaunce | |  |
| Jeff Jolicoeur | | Present |
| Kim Lindlof | | Present |
| Tom Longstaff | | Present |
| Jeff Melanson, President | | Present |
| Erin Merrill | | Present |
| Michele Prince | | Present |
| Suzanne Uhl-Melanson | | Present |
| Sarah Wadick, Treasurer | |  |
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| **III.**  **IV.**  **V.**  **VI.** | | **Secretary Report:**  Jeff presented the minutes of the November 2021 meeting. Erin made a motion to accept the minutes as presented, John seconded. All in favor.  **Committee Reports:**  Club Administration:  (Submitted via email by Erin). Speakers are booked throughout the spring   * Current opening on Feb 14th (inquiry already made) and Feb 28th * Rebooking speakers due to COVID, cancellations * List of companies/people interested will be contacted after the New Year * Speaking leads coming from a few Club members and AM Waterville Rotary Club   Upcoming Events:   * MLK Breakfast – Jan 17th * Spring Fling   Erin provided a couple updates during the meeting– she has booked two more speakers in February. She is also looking for people willing to do Classification talks. She attended the Sunrise Club meeting this morning to invite them to Monday’s meeting with Dr. Shah.  Treasurer’s Report:  No report this month.  Membership:  (Submitted via e-mail by John). Induction of three new members on 11/29 - Matt Hunt, Katelyn Pushard and Courtney Yeager. Four new members approved by Board; to be inducted mid to late January - Donna DeMarsh (CB Plourde), Haley Farrin (One River CPA’s), Tracy Johansen (One River CPA’s), and Kate Levesque (One River CPA’s).  Orientation – Suzanne and John will be meeting after the first of the year to put together an effective and time-efficient orientation. The Membership Committee has not met, will do so in January. Priorities include:   * Identification and pursuit of new members * Mentor Program for new members. Yes/no? If yes, who and what? * Corporate Membership – needs work – I will discuss at Board meeting.   Community Service:  As noted above Michele has taken over for Christine as Chair of Community Services committee.  International Service:  (Submitted by Peter via e-mail). Haiti – our relationship with Education Haiti, located in Waterville under the inspired leadership of local psychologists Miranda and Roger Phelps, has blossomed. Our cups and fines for late fall went right away to FTSJS (that’s Faculte Traveille Social et Justice Social), i.e., Social Work and Social Justice) to fund the purchase of laptop computers. They came from another local organization, reconditioned on Industrial Drive by GiveITGetIT. Miranda has only good words for our money, for Jodi Martin of GiveITGetIT, and the huge difference these computers have made to her students who are getting their education, though still remotely, at least not from cell phones!  Viet-Nam. Our leader on this potential Rotary project, Chris McDonald, has left his position at MCI. Peter found out only two days ago, and has just sent him an e-mail to what he believes is his personal address. In Chris’s last communication he said the Vietnam project “should be ready to go”. Peter noted that the project was only missing a partner Rotary Club in Vietnam.  Jeff M. added that we have recently learned that Chris has also resigned for our Club.  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 Melanson 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). All the proceeds from the Online Auction are in and all the disbursements should have been made. **Addendum**: there were $2341 in expenses – fees for the use of PayPal and Bidding Owl were high. the auction grossed $17,441 and netted $15,100. There have been a few donations that have come in since that will be added to the net proceeds.  One glitch with a set of gift certificates from Northern Mattress that got lost along the way. Which isn’t bad considering we had over 200 items! Northern Mattress was very gracious and has the names of the high bidders so that they can spend at the respective stores.  We did not have to deliver as many items as last year and the vast majority of bidders paid directly on Bidding Owl. We will research for next time whether another payment besides PayPal can be used as a deposit source.  The digital ad in the Morning Sentinel was a disappointment and we will not do that again. We received 99 hits on 45,000 of impressions.  The best “bang for the buck” was the live radio night as we had 6 live interviews from past recipients of food insecurity grants as well as some Rotarians and Rotaracters. The radio station really pushed the auction and we saw increased traffic the evening of the event.  We received about 20 post cards returned for change of address; the data base will be updated soon. We conducted a poll during item pick-up and most high bidders received post cards in the mail or went on-line to find the auction site. The mailing data base is our best source for bidders; as well as word of mouth from fellow Rotarians and social media.  We sent Thank you cards (with the help of fellow Rotarians) to donors in the $200+ range of which there were about 40.  We will have one more formal committee meeting to review this year’s timeline and to make additions/changes for next year.  Public Relations & Marketing:  Jeff M. is going to take on the role of PR/Marketing Chair.  **New Business:**  Rotarian of the Month  Jeff M. requested nominations for Rotarian of the Month.  Meet on 1/3/2022  Jeff M. posed to the group if we should have a Club meeting on January 3rd, consensus was yes. John will run the meeting as Jeff and Suzanne will be in Quebec.  By Laws Update vote  Thank you to Jeff J., Jeff M., John and Dan for all of your work on revising the By-Laws. One final small edit is in Article 8 – changing “Club Services” to “Club Administration”. John made a motion that we consider the By Laws (with that one change) final and recommend they be brought forward to the Club for approval. Dan seconded. All in favor. We need to follow the current By-Laws around how to amend the By-Laws…  *These bylaws may be amended at any regular meeting, a quorum being present, by a two-thirds vote of all members present, provided that notice of such proposed amendment shall have been sent to each member at least ten (10) days before such meeting. No amendment or addition to these bylaws can be made which is not in harmony with the standard Rotary club constitution and with the constitution and bylaws of RI*  We will plan to present the By Laws to the Club on January 31st at Club Assembly.  Community Paul Harris award  Jeff M. is interested in having a community Paul Harris award for his program year. This is something we have done in the past, and some Club do this annually. We would have a nomination process whereby Club members can nominate community members (non-Rotarians) to be considered for the award. Tom and Jeff will work on the timing and process with the goal of having an award presentation on March 28th. Tina will see if we still have the nomination form from when we awarded PHF to Faye Nicholson and Amy Calder.  Charitable & Operations 2021-2022 Budgets  The Board reviewed both the Operations and the Charitable budgets. Suzanne made a motion to accept the budgets as presented, Dan seconded. All in favor.  District Grant 2019-20 Refund  For the 2019-2020 program year, we had received a district grant to do a weatherization project. That project didn’t happen and the money was instead spent to support local COVID relief efforts. Unfortunately, that change was not allowed until the 2020-2021 program year, so we are required to return the funds. The total amount that will be refunded is $1190.  Corporate Membership Program  The Board discussed the Corporate Membership program – although in theory it is a good idea, it is not working out as expected. We are finding that the ancillary members (with the exception of Central Maine Growth Council) are not engaged and in some cases were not aware they were included as ancillary members. There is also an issue of our not being able to include them as active members in the Clubrunner system. John and Suzanne are going to look at having any new corporate members moving forward attend an orientation session first so the expectations are very clear. John will do a check in with our current corporate members to see if they want to be involved. Tina is looking into putting the ancillary members into Clubrunner as “other users” which would help solve the issue of ancillary members not being included on the sign-in sheet. John will also look at revising the corporate membership description and application form.  Membership Development & Retention  Overall, there are concerns with member engagement. Making sure every member is on a committee is an important part of engagement. Dan has offered to put together a Technology committee.  2022-2023 Board  John is starting to work on putting together his Board. Buffy has offered to take the role as Secretary and Sarah has agreed to continue on as Treasurer. John will put together an ad hoc committee in January to work on leadership succession.  Post Office Box  Jeff M. noted that we have had only one key to the PO Box which Tina has as Secretary. Jeff suggested that at least one other person have a key (which we will need to obtain from the USPS for $15). Dan suggested Sarah as Treasurer, particularly as the majority of what we receive for mail is either bills or checks. Jeff M. will check with Sarah. Tina will pass her key along to Buffy at the end of her term as Secretary.  District Project  We have pledged $1000 for DG Doug Curtis’ District Project. We know the project is related to the new Area of Focus of Environment, however we do not have clear information about what the project is, when and where. Jeff doesn’t feel comfortable sending the money until we have more information. Suzanne offered to check in with Deb Walters who is assisting with the project.  **Adjourn:**  John made a motion to adjourn at 4:03 PM, Suzanne seconded. All in favor. | | |