

PLATTSBURGH SUNRISE ROTARY

Board of Directors February Meeting

Thursday, February 2, 2017

Call to Order

Minutes of the Previous Meeting

Treasurer's Report

Attendance Report

Membership Report

Action Items

- Committee structure and next steps

Discussion

- Meeting location
- Procedure for cancelling meeting

Adjournment

Sunrise Rotary Club of Plattsburgh, NY Inc.

Board Meeting – January 5, 2017

Minutes

Present: Joanne D, Jim S., Doug K., Kerry T., Jessica S., Roger B., Libby Q., Allison H., Laurie Marvin

Meeting:

President Dahlen called the meeting to order at 7:36

Secretary's Minutes:

- A motion to accept the Dec. minutes was made by Allison Hulbert-Bruce, seconded by Jessica Sears and approved by the board.

Treasurers Report:

- Treasurer Jessica Sears reported that four club members still have not paid their semi-annual dues. She sent each a reminder this week.
- President Joanne Dahlen reviewed the situation with the International Committee which had included \$4,500 revenue from Honey Project sales before cancelling the Honey Project in November. Joanne said the International Committee was now examining whether to hold Honey Project sales during the upcoming Easter holiday season.
- Jessica S. said Polio Plus netted \$730 from raffle ticket sales in December. She wondered whether the International Committee would donate an additional \$270 towards the full \$1,000 donation from their budget. Joanne D. said the question would be brought up at the upcoming International Committee meeting.
- A motion to accept the Treasurer's report was made by Jim Snook, seconded by Doug Kashorek and approved by the board.

Attendance:

- Roger Black stated that the board will, at some point, need to address the issue of club members who have only sporadic attendance at club meetings. Joanne D. said that issue would be taken up once the board has a complete grasp of what the club attendance requirements are and that should happen once the new club constitution and by-laws are approved.
- A motion to accept the Attendance report was made by Jim Snook, seconded by Roger Black and approved by the board.

Membership:

- Jim Snook said the Chamber of Commerce After Hours event in December worked well as a recruiting event resulting in two people being introduced to the club.
- A motion to accept the Membership report was made by Jim Snook, seconded by Roger Black and approved by the board.

Sunrise Rotary Club of Plattsburgh, NY Inc.

Action Items:

- The board approved presenting the Strategic Plan to club membership at the Jan. 31, 2017 General Assembly.
 - Board members expressed very high praise of Victoria Zinser Duley for her handling of the Strategic Planning review and update process.
- The board approved presenting the proposed constitution and by-laws to club membership for their review this week and requesting club membership approval of both documents at the Jan. 31, 2017 General Assembly.
- Joanne D. reviewed the information that has been gathered regarding alternate meeting locations should the club decide to seek a different meeting place venue.
 - There is no contractual obligation to the American Legion.
 - The best alternate location option appears to be the Adirondack Room at Butcher Block Restaurant.
 - Meeting day would need to be changed to Wednesday mornings.
 - There would be a single price option of \$14 regardless of whether a hot or cold breakfast is desired.
 - A motion to recommend approval of switching Sunrise Rotary Club meetings to the Adirondack Room on Wednesday mornings was approved pending an email discussion and feedback among club members. Libby Quéguiner abstained from the vote because of her position as Banquet Coordinator with The Adirondack Room at Butcher Block Restaurant

Board Discussion:

- Doug Kashorek announced that Victoria Zinser Duley has requested she not continue as Youth Exchange Counselor — who advocates on behalf of the Youth Exchange student — at the end of this YE term. Doug suggested we ask Kathy Eppler to step into the position. There will be significant skills training involved in learning the position.
- Libby Quéguiner presented the board with an events schedule including new fellowship events for Jan. – Dec. 2017. Extensive discussion followed including several additions to the list.
 - Roger Black will post the calendar events to the ClubRunner Event list.
- Laurie Marvin reviewed the upcoming Rotary Radio Days schedule and its outlook as a viable fundraiser for future years.
 - Roger Black recommended we terminate Rotary Radio Days as a fundraiser after 2017, disband the Rotary Radio Days Committee after April 2017 and form a new fundraising committee to explore new fundraising opportunities to commence in the next 12 to 18 months.
- Several new fundraising event ideas were suggested in a lengthy and enthusiastic discussion.
 - It was decided Laurie M. would present club membership at the January 31st general assembly with the prospect of creating a new signature fundraising event and invite members to join the new Fundraising Committee.
 - No discussion of the actual fundraising events under consideration will take place outside the committee for the immediate future.

Plattsburgh Sunrise Rotary Treasurer's Report

January 31, 2017

Assets

Cash on Hand	\$	-
Checking Account - GFNB **	\$	39,446.00
Savings Account - Community Bank*	\$	26,791.61
Total Checking & Savings	\$	66,237.61
Fixed Assets		
Projector/Screen/Stand	\$	500.00
Total Assets	\$	66,737.61

Liabilities

50/50 Raffle 1/31/17	\$	79.00
Foodshelf	\$	490.00
Polio Plus Raffle	\$	730.00
Paul Harris Fellow Award - Community Member	\$	1,000.00
Total Liabilities	\$	2,299.00

*Community Bank includes \$3000 for the Pavilion Project

Plattsburgh Sunrise Rotary Treasurer's Report

January 31, 2017

Expenses since December 31, 2016 Report

Clubrunner - Committee Module Add-On	\$	56.00
D7040 Youth Exchange	\$	500.00
Peru Community Church - Jamaican Mission & Evon Grant	\$	2,000.00
Kathy Duley - Reimburse Holiday Gift for Exchange Studen	\$	70.62
My Cup of Tea - Holiday Party Desserts	\$	175.50
Caroline Ferrando	\$	100.00
American Legion Post 20 - Oct - Dec Bfast Chgs	\$	384.00
Rotary International - Semi Annual Dues	\$	1,670.67
My Cup of Tea - Winter Carnival 2016	\$	32.34

Annual Membership Dues

Members Billed	48
Members Paid	44
% Collected thru 1-31-2017	92%

SUNRISE ROTARY

Budget 2016-2017

	Budget	Actual
	Jul '16 - Jun 17	Jul '16 - Jun '17
Income		
4000 · Member dues	\$6,000	\$5,602.50
4010 · Mayor's Cup	\$11,339	\$24,055.06
4020 · Radio Days	\$8,000	\$0.00
4038 · Honey Sales	\$4,400	\$0.00
4038 · Winter Carnival	\$0	\$0.00
4040 · 50/50 Raffle, Fines	\$2,000	\$958.05
4100 · Interest income	\$50	\$18.00
Total Income	\$31,789	\$30,633.61
Expense		
4050 · Holiday Party	\$600	\$175.50
4060 · Paul Harris Award	\$1,500	\$211.68
5000 · Charitable donations & projects	\$5,000	\$1,800.00
5002 · Membership Committee	\$750	\$0.00
5003 · Polio Plus	\$0	-\$643.23
5004 · Literacy Challenge	\$600	\$0.00
5005 · International Service Donations	\$9,000	\$4,182.00
5006 · Winter Carnival	\$670	\$154.84
5007 · Youth Exchange	\$3,500	\$2,103.68
5009 · ARC Festival of Trees	\$200	\$145.68
5010 · Dues	\$6,000	\$4,354.72
5011 · RYLA	\$800	\$0.00
5012 · Sponsorships Community Events	\$0	\$500.00
5015 · Miscellaneous	\$1,000	\$1,755.00
5016 · Contingency	\$1,600	\$0.00
5025 · Conference expense	\$550	\$0.00
5030 · Supplies	\$500	\$65.27
5035 · Insurance	\$396	\$0.00
5040 · Postage	\$100	\$86.00
5045 · Website	\$750	\$635.40
Total Expense	\$32,916	\$15,526.54
Net Income	-\$1,127	\$15,107.07

*Please note Fall into Pink & Polio Plus activities will be funded through their own fundraising

**Operation Warm will not be funded by the club at this time

7:55 PM
01/31/17
Cash Basis

SUNRISE ROTARY
Balance Sheet
As of January 31, 2017

	<u>Jan 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking	39,446.00
1020 · Savings	26,791.61
Total Checking/Savings	<u>66,237.61</u>
Total Current Assets	<u>66,237.61</u>
TOTAL ASSETS	<u>66,237.61</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2007 · Paul Harris Award - Community	1,000.00
2010 · 50/50 Raffle	79.00
2015 · Food Shelf	490.00
Total Other Current Liabilities	<u>1,569.00</u>
Total Current Liabilities	<u>1,569.00</u>
Total Liabilities	1,569.00
Equity	
32000 · Unrestricted Net Assets	49,561.54
Net Income	15,107.07
Total Equity	<u>64,668.61</u>
TOTAL LIABILITIES & EQUITY	<u>66,237.61</u>

7:57 PM

01/31/17

Cash Basis

SUNRISE ROTARY

Profit & Loss Prev Year Comparison

July 2016 through January 2017

	Jul '16 - Jan 17	Jul '15 - Jan 16
Income		
4000 · Member dues	5,602.50	6,085.00
4010 · Mayor's Cup		
4015 · Mayor's Cup 2015 Income	0.00	23,593.50
4016 · Mayor's Cup 2015 Expense	0.00	-6,144.37
4017 · Mayor's Cup 2016 Income	27,340.00	0.00
4018 · 2016 Mayor's Cup Expense	-3,284.94	0.00
Total 4010 · Mayor's Cup	24,055.06	17,449.13
4038 · Honey Sales	0.00	2,316.00
4039 · Winter Carnival Income	0.00	1,250.00
4040 · 50/50 Raffle, Fines	958.05	1,035.00
4100 · Interest income	18.00	31.49
Total Income	30,633.61	28,166.62
Expense		
4050 · Holiday Party		
4055 · Holiday Party Revenue	0.00	-1,325.00
4057 · Holiday Party Expense	175.50	157.95
Total 4050 · Holiday Party	175.50	-1,167.05
4060 · Paul Harris Dinner	211.68	81.00
5000 · Charitable donations & projects	1,800.00	2,441.00
5003 · Polio Plus	-643.23	0.00
5004 · Literacy Volunteers of America	0.00	600.00
5005 · International Service Donations	4,182.00	2,363.54
5006 · Winter Carnival	154.84	295.00
5007 · Youth Exchange Program	2,103.68	1,865.09
5009 · ARC Christmas Tree Project	145.68	153.32
5010 · Dues	4,354.72	5,053.85
5012 · Sponsorship - Community Events	500.00	0.00
5015 · Miscellaneous	1,755.00	0.00
5025 · Conference expense	0.00	250.00
5030 · Supplies	65.27	23.19
5040 · Postage	86.00	0.00
5045 · Website	635.40	579.40
Total Expense	15,526.54	12,538.34
Net Income	15,107.07	15,628.28



Rotary Club of Plattsburgh Sunrise

Club Attendance Report by Month

Current Year: Jul 01, 2016 - Jan 31, 2017

Month	Total Members at End of Month (Incl. Honorary)	Total Members Reported (Not Incl. Honorary)	New Members	Terminated	Closed Meetings	Gain/Loss	YTD Gain/Loss	MTD %
07 16	48	48	0	0	4	0	0	69.64 %
08 16	48	48	0	0	5	0	0	66.43 %
09 16	48	48	0	0	4	0	0	68.25 %
10 16	48	48	0	0	4	0	0	63.21 %
11 16	49	49	1	0	5	1	1	61.50 %
12 16	49	49	0	0	3	0	1	63.83 %
01 17	49	49	0	0	4	0	1	60.83 %

Generated by ClubRunner – www.ClubRunner.ca

Report Date: Jan 31, 2017



Rotary Club of Plattsburgh Sunrise

Customized Attendance Report

Date Range: Jan 01, 2017 To Jan 31, 2017

Name	Jan 03, 2017	Jan 10, 2017	Jan 17, 2017	Jan 31, 2017	%	Current Type	Notes
Alterie, Yvonne	✓	✓		✓	75.00 %	Active	
Arnone, Joel			✓	✓	50.00 %	Active	
Black, Roger	✓	M	M	✓	100.00 %	Active	
Brown, Jack	✓	M			100.00 %	Active	Exempted Members Aug 24, 2015
Dahlen, Joanne	✓	✓	✓	✓	100.00 %	Active	
Dahlen, Kjell		✓	✓		100.00 %	Active	Exempted Members Aug 24, 2015
DeFayette, Tom	✓	✓	✓	✓	100.00 %	Active	
Desnyder, Jake					100.00 %	Active	Exempted Members Aug 24, 2015
Duley, Kathy	M	✓	M	✓	100.00 %	Active	
Duley, Victoria Zinser	✓	✓		✓	75.00 %	Active	
Eppler, Kathy	✓	✓		✓	75.00 %	Active	
Fisher, Connie	✓	✓	✓		75.00 %	Active	
Frederick, Melissa					0.00 %	Active	
Garsow, Patrick					0.00 %	Active	
Giltz, Randall G.	✓	✓	✓		75.00 %	Active	
Glasgow, Thomas E.	✓	M	✓	✓	100.00 %	Active	Exempted Members Aug 24, 2015
Gosrich, Thomas	✓		✓		50.00 %	Active	
Grindle, Bruce		✓	✓		100.00 %	Active	Exempted Members Aug 24, 2015
Hamilton, Mark			✓	✓	50.00 %	Active	
Hammond, Priscilla	✓	✓	✓	✓	100.00 %	Active	
Hulbert-Bruce, Allison	✓	✓	✓	✓	100.00 %	Active	
Jarrette, Rich		✓	✓		50.00 %	Active	
Kashorek, Doug	✓		✓	✓	75.00 %	Active	
Kehn, Edward					0.00 %	Active	
Kehoe, Kevin		✓	M	✓	75.00 %	Active	
Kelly, Gerard E.		M	✓	✓	100.00 %	Active	Exempted Members Aug 24, 2015
Kennedy, James					0.00 %	Active	
King, Rebecca			✓		25.00 %	Active	

Name	Jan 03, 2017	Jan 10, 2017	Jan 17, 2017	Jan 31, 2017	%	Current Type	Notes
LaBombard, Tom	✓	✓	✓	✓	100.00 %	Active	Exempted Members May 01, 2016
LeBlanc-Durocher, Susan	M	✓	✓		75.00 %	Active	
Lesser, Cheryl					100.00 %	Active	Leave of Absence Nov 30, 2016 - May 30, 2017
Loreman, Thom			✓		25.00 %	Active	
Marino, Ron		✓			100.00 %	Active	Exempted Members Aug 24, 2015
Marvin, Laurie L	✓		✓	✓	75.00 %	Active	
O'Connell, Shirley		✓			25.00 %	Active	
Perry, Maxine					0.00 %	Active	
Quéguiner, Libby	✓	✓			50.00 %	Active	
Raino, Paul			✓		100.00 %	Active	Exempted Members Aug 24, 2015
Recore, Gail					0.00 %	Active	
Russell, Pat			✓	✓	100.00 %	Active	Exempted Members Aug 24, 2015
Sears, Jessica	✓			✓	50.00 %	Active	
Senecal, Michelle			✓	✓	50.00 %	Active	
Snook, James	✓	✓	✓	✓	100.00 %	Active	
Sterling, Joan				✓	25.00 %	Active	
Tardelli, Karen					0.00 %	Active	
Taylor, Kerry P	✓	✓			50.00 %	Active	
Volkman, Karen E.	✓	✓	✓	✓	100.00 %	Active	
Whitbeck, PJ		✓	M	✓	75.00 %	Active	
Woodward, Fred					100.00 %	Active	Exempted Members Aug 24, 2015
Total: 49 members							

Note: ✓ indicates that the member attended this meeting.

M indicates that the member has a makeup assigned to this meeting.

[Empty] indicates that the member missed this meeting.

Purple indicates that the member was on Leave of Absence during this meeting.

Blue indicates that the member is Exempted or Excused as of this meeting.

Gray indicates that the member was inactive during this meeting.

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Report Date: Jan 31, 2017

From: James Snook [mailto:James.Snook@communitybankna.com]
Sent: Tuesday, January 31, 2017 10:57 AM
To: Joanne K. Dahlen <jkdahlen@thedevelopcorp.com>
Subject: RE: REPORTS NEEDED FOR THURSDAY'S BOARD MEETING

Membership;

Two new members proposed. Jeff Prescott of Valley Vending and Eric Mcdowell of Ufirst. Membership recommends approval. Mentors assigned Jim Snook and Randy Giltz respectively.

Jim

James E. Snook | Vice President, Branch Manager NMLS # 645921

Community
 Bank N.A.

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communitybankna.com

bank happy.


Proposed Committees

Administration

(R. Black)

Small Contributions

(M. Hamilton)

Speakers

(J. Dahlen)

Fellowship

(L. Hyatt)

Membership

(J. Snook)

Public Relations

(L. Hyatt)

Service Projects

(Board of Directors)

Rotary Foundation

(T. LaBombard)

International Service

(K. Eppler)

Youth Programs

(K. Taylor,
D. Kashorek, K. Duley)

Radio Days (Fundraising)

(L. Marvin)

Mayor's Cup

(R. Jarrette,
J. Dahlen, K. Dahlen)

Winter Carnival

(A. Hulbert-Bruce,
J. Sterling)

Literacy Challenge

(J. Snook)