

PLATTSBURGH SUNRISE ROTARY

Board of Directors Meeting
Thursday, November 3, 2016

Call to Order

Minutes of the Previous Meeting

Treasurer's Report

Attendance Report

Membership Report

Discussion

- Strategic Planning Process - Update
- Committee Structure
- Local Community Project
- By-laws and Constitution

Adjournment

Sunrise Rotary Club of Plattsburgh, NY Inc.

Board Meeting – October 6, 2016

Minutes

Present: Joanne D, Jim S., Doug K., Jessica S., Roger B., Jack B., Libby H., Allison H.

Meeting:

President Dahlen called the meeting to order at 7:34. Joanne D. welcomed the board to TDC, noting that the projection system would enable members to view meeting documents and the club's ClubRunner console. Future meetings will continue to be held at TDC although the president would be out-of-town for the Dec. meeting and expected it would be held at the Jim Snook's Community National Bank offices.

Secretary's Minutes accepted:

- Motioned by Jack B., Seconded by Libby H. and approved by Board

Action item:

- The Board approved a minor revision to the Mayor's Cup contract with the City of Plattsburgh stating that each party would respect the use of the other's logos in the event's promotion and publicity. The motion for approval was put forward by Roger B. and seconded by Jim S.
- Board discussion included an explanation of why the Plattsburgh Noon Club is referred to as simply "Plattsburgh Rotary" while the Sunrise club includes "Sunrise" in its name. The explanation is that, as the original club formed in Plattsburgh, Plattsburgh Rotary Club is its official name.

New Business:

- Joanne D. said she would be sending out a notice of the next Strategic Planning Special Session of the Board.
- The club's Oct. 11 meeting will be a Club Assembly to include reports on:
 - The 2016-17 budget (Joanne with slides prepared by Mark Hamilton)
 - Membership and club participation (James Snook)
 - Setting up a schedule of monthly fellowship and club events for the year. An increased effort, possibly including a monthly newsletter, will be made to encourage member participation in these events. (Libby H.)
 - More communication and the ClubRunner Volunteers module will be used to better inform and motivate members to participate in club activities. (Roger B.)
- Dec. club events include co-sponsorship (with Noon Club and others) of the Chamber of Commerce Business After-Hours get-together on Dec. 15 at Comfort Inn from 5:30 – 7pm.
 - In view of the CoC After-Hours event along with the typically busy schedule of holiday parties in December, it was decided to hold off our holiday party until January.
 - There will not be a regular weekly breakfast meeting on Dec. 27.

Sunrise Rotary Club of Plattsburgh, NY Inc.

Treasurers Report:

- The Board decided to move the expense for the club pop-up tent to June 2016 since that is when it was delivered and accepted.
- The American Legion has requested a quarterly payment for the room and food instead of a yearly payment.
- A motion to approve the above items and accept the Treasurer's Report was motioned by Jack B., seconded by Jim S. and approved by the Board.

Attendance Report:

- Roger B. presented the September attendance numbers, stating that they are very consistent with the July and August numbers and fall within Rotary guidelines.
- He suggested that the club use the numbers reported to initiate communication with members whose meeting attendance appears to be dropping off. This contact can be in the form of reaching out to see whether the members is experiencing any personal or professional problems.
- Roger B. also mentioned that he has initiated a conversation at the District level to explore if and how these attendance numbers are being utilized. The immediate District response has been to emphasize that the message to clubs should be member participation in public service efforts as opposed to meeting attendance levels. That is consistent with RI's changing attitude and guidelines offering more flexibility to clubs to substitute community service participation for meeting attendance.
- A motion to accept the Attendance Report was made by Jim S., seconded by Jack B. and approved by the Board.

Membership Report:

- Jim S. feels recent efforts to rejuvenate the Membership Committee are on the right track.
- Jim S. discussed changes that came out of the 2016 Council of Legislation offering greater flexibility on RI's part in terms of requirements pertaining to the minimum number of club meetings to encourage more community service participation by club members.
- Jim S. also distributed to officers a series of revised RI publications outlining guidelines pertaining to officer duties and responsibilities.
- A motion to accept the Membership Report was made by Roger B., seconded by Jim S., and approved by the Board.

Board Discussion:

- Laurie Marvin has invited the club to hold a breakfast meeting at Meadowbrook Healthcare to include a tour of their new facilities. Arrangements are under discussion.
- Plans for a walking tour of the historic Plattsburgh Barracks Oval have been moved to this spring when the daylight hours are longer.
- There was discussion of possible upcoming program topics. Roger B. has been attending the monthly Plattsburgh Noon Club program committee meetings and suggested our club look into having similar monthly meetings.

Plattsburgh Sunrise Rotary Treasurer's Report

October 31, 2016

Assets

Cash on Hand	\$	-
Checking Account - GFNB **	\$	45,024.86
Savings Account - Community Bank*	\$	26,787.07
Total Checking & Savings	\$	71,811.93
Fixed Assets		
Projector/Screen/Stand	\$	500.00
Total Assets	\$	72,311.93

Liabilities

50/50 Raffle 10/31/16	\$	281.00
Foodshelf	\$	311.00
Rotary Foundation - Member Donations	\$	200.00
Paul Harris Fellow Award - Community Member	\$	1,000.00
Total Liabilities	\$	1,792.00

*Community Bank includes \$3000 for the Pavilion Project

Plattsburgh Sunrise Rotary Treasurer's Report

October 31, 2016

Expenses since September 30, 2016 Report

Caroline Ferrando - October	\$	100.00
American Legion Post 20 - July - Sept 2016 Bfast Chgs	\$	336.00
North Country Chamber of Commerce - Annual Dues	\$	195.00
Caroline Ferrando - November	\$	100.00
Postmaster - PO Box Fee	\$	86.00
North Country Chamber of Commerce - After Hours	\$	125.00
Twin Rivers Council - Award Dinner Sponsor	\$	300.00
Mayor's Cup 2016 Summary - Feb 2016 - Oct 2016		
Income	\$	29,599.00
Expenses	\$	(9,060.04)
Net Profit	\$	20,538.96

Annual Membership Dues	
Members Billed	48
Members Paid	41
% Collected thru 10-31-2016	85%

SUNRISE ROTARY

Budget 2016-2017

	Budget	Actual
	Jul '16 - Jun 17	Jul '16 - Jun '17
Income		
4000 · Member dues	\$6,000	\$5,197.50
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	\$604.00
4100 · Interest income	\$50	\$13.46
Total Income	\$31,789	\$29,870.02
Expense		
4050 · Holiday Party	\$600	\$0.00
4060 · Paul Harris Award	\$1,500	\$211.68
5000 · Charitable donations & projects	\$5,000	\$300.00
5002 · Membership Committee	\$750	\$0.00
5004 · Literacy Challenge	\$600	\$0.00
5005 · International Service Donations	\$9,000	\$1,000.00
5006 · Winter Carnival	\$670	\$0.00
5007 · Youth Exchange	\$3,500	\$993.56
5009 · ARC Festival of Trees	\$200	\$0.00
5010 · Dues	\$6,000	\$4,354.72
5011 · RYLA	\$800	\$0.00
5012 · Sponsorships Community Events	\$0	\$500.00
5015 · Miscellaneous	\$1,000	\$336.00
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	\$579.40
Total Expense	\$32,916	\$8,426.63
Net Income	-\$1,127	\$21,443.39

*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

4:54 PM
10/31/16
Cash Basis

SUNRISE ROTARY
Balance Sheet
As of October 31, 2016

	<u>Oct 31, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking	45,024.86
1020 · Savings	26,787.07
Total Checking/Savings	<u>71,811.93</u>
Total Current Assets	<u>71,811.93</u>
TOTAL ASSETS	<u>71,811.93</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2005 · Due to Foundation	200.00
2007 · Paul Harris Award - Community	1,000.00
2010 · 50/50 Raffle	281.00
2015 · Food Shelf	311.00
Total Other Current Liabilities	<u>1,792.00</u>
Total Current Liabilities	<u>1,792.00</u>
Total Liabilities	1,792.00
Equity	
32000 · Unrestricted Net Assets	49,561.54
Net Income	20,458.39
Total Equity	<u>70,019.93</u>
TOTAL LIABILITIES & EQUITY	<u>71,811.93</u>

4:54 PM
10/31/16
Cash Basis

SUNRISE ROTARY
Profit & Loss Prev Year Comparison
July through October 2016

	Jul - Oct 16	Jul - Oct 15
Income		
4000 · Member dues	5,197.50	5,027.50
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
4040 · 50/50 Raffle, Fines	604.00	576.00
4100 · Interest income	13.46	18.02
Total Income	29,870.02	23,070.65
Expense		
4060 · Paul Harris Dinner	211.68	81.00
5000 · Charitable donations & projects	300.00	2,441.00
5004 · Literacy Volunteers of America	0.00	600.00
5005 · International Service Donations	1,000.00	0.00
5007 · Youth Exchange Program	993.56	1,010.00
5010 · Dues	4,354.72	3,500.85
5012 · Sponsorship - Community Events	375.00	0.00
5015 · Miscellaneous	1,446.00	0.00
5025 · Conference expense	0.00	250.00
5030 · Supplies	65.27	0.00
5040 · Postage	86.00	0.00
5045 · Website	579.40	579.40
Total Expense	9,411.63	8,462.25
Net Income	20,458.39	14,608.40



Rotary Club of Plattsburgh Sunrise

Club Attendance Report by Month

Current Year: Jul 01, 2016 - Nov 30, 2016

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	64.97 %
11 16	48	48	0	0	0	0	0	0.00 %

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Report Date: Nov 02, 2016



Rotary Club of Plattsburgh Sunrise

Customized Attendance Report

Date Range: Oct 01, 2016 To Oct 31, 2016

Name	Oct 04, 2016	Oct 11, 2016	Oct 18, 2016	Oct 25, 2016	%	Current Type	Notes
Alterie, Yvonne	✓	✓	✓		75.00 %	Active	
Black, Roger	✓	✓	✓	✓	100.00 %	Active	
Brown, Jack	M	✓	✓	✓	100.00 %	Active	Exempted Members Aug 24, 2015
Dahlen, Joanne	✓	✓	✓	✓	100.00 %	Active	
Dahlen, Kjell	M		✓	M	100.00 %	Active	Exempted Members Aug 24, 2015
DeFayette, Tom			✓	M	50.00 %	Active	
Desnyder, Jake	✓		✓	✓	100.00 %	Active	Exempted Members Aug 24, 2015
Duley, Kathy	✓				25.00 %	Active	
Duley, Victoria Zinser	✓	M	✓	M	100.00 %	Active	
Eppler, Kathy			✓	✓	50.00 %	Active	
Fisher, Connie	✓	✓	✓	✓	100.00 %	Active	
Frederick, Melissa					0.00 %	Active	
Garsow, Patrick					0.00 %	Active	
Giltz, Randall G.	✓	✓		✓	75.00 %	Active	
Glasgow, Thomas E.	✓	✓	✓	✓	100.00 %	Active	Exempted Members Aug 24, 2015
Gosrich, Thomas	✓				25.00 %	Active	
Grindle, Bruce	✓	M		✓	100.00 %	Active	Exempted Members Aug 24, 2015
Hamilton, Mark	✓	✓		✓	75.00 %	Active	
Hammond, Priscilla	✓	✓	M	✓	100.00 %	Active	
Hulbert-Bruce, Allison	✓	✓	M	✓	100.00 %	Active	
Hyatt, Libby	✓	M	✓		75.00 %	Active	
Jarrette, Rich	✓	✓	M	✓	100.00 %	Active	

Name	Oct 04, 2016	Oct 11, 2016	Oct 18, 2016	Oct 25, 2016	%	Current Type	Notes
Kashorek, Doug	✓	✓	✓	✓	100.00 %	Active	
Kehn, Edward					0.00 %	Active	
Kehoe, Kevin			✓	✓	50.00 %	Active	
Kelly, Gerard E.	✓	✓	✓	✓	100.00 %	Active	Exempted Members Aug 24, 2015
Kennedy, James			✓	✓	50.00 %	Active	
King, Rebecca	✓			✓	50.00 %	Active	
LaBombard, Tom	✓		M		100.00 %	Active	Exempted Members May 01, 2016
LeBlanc-Durocher, Susan	M	✓	✓	✓	100.00 %	Active	
Lesser, Cheryl		✓	✓	✓	75.00 %	Active	
Loreman, Thom					0.00 %	Active	
Marino, Ron	M	✓			100.00 %	Active	Exempted Members Aug 24, 2015
Marvin, Laurie L	✓	M	✓	✓	100.00 %	Active	
O'Connell, Shirley	✓				25.00 %	Active	
Perry, Maxine	M	✓	M	✓	100.00 %	Active	
Raino, Paul	M	✓	✓	M	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	✓	✓		✓	75.00 %	Active	
Senecal, Michelle			✓		25.00 %	Active	
Snook, James	M	✓	✓	✓	100.00 %	Active	
Sterling, Joan			✓		25.00 %	Active	
Tardelli, Karen					0.00 %	Active	
Taylor, Kerry P		✓			25.00 %	Active	
Volkman, Karen E.					0.00 %	Active	
Whitbeck, PJ	✓	✓		✓	75.00 %	Active	
Woodward, Fred					100.00 %	Active	Exempted Members Aug 24, 2015

Name	Oct 04, 2016	Oct 11, 2016	Oct 18, 2016	Oct 25, 2016	%	Current Type	Notes
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Total: 48 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: Nov 02, 2016