

**Plattsburgh Sunrise Rotary Board Meeting Minutes**  
**1/14/2025 7:30am via ZOOM**

**In attendance:** R. Black, B. Neureuther, S. LeBlanc-Durocher, A. Robert, T. DeFayette, J. Kline, M. Senecal, & J. Snook.

**Call to order:** 7:32am by B. Neureuther. S. LeBlanc-Durocher arrives: 7:40am

**Approval of minutes from 12-10-2024**

Motion to approve as is: A. Robert  
Second: R. Black  
Motion carries unanimously

**Treasurer's report:** J. Kline

- Report is in board packet

Motion to approve as is: R. Black  
Second: M. Senecal  
Motion carries unanimously

**Member engagement:** S. LeBlanc-Durocher

- The membership committee has created a very effective process for on-board new members as well as a structured way to keep current members engaged. Where is this at?
  - R. Black reports there was no membership meeting in December. Colleen Downs initially expressed interest. R. Black suggests we check with Colleen on her current interest.
  - Joan Sterling has reached out to Jessica and plans to be more involved. Joan still plans to organize the tag-less sale.
  - S. LeBlanc-Durocher will reach out to Randy Glitz for him to discuss membership for a few minutes at our next meeting.
  - R. Black suggest we reiterate to our snowbirds that they can connect to our meeting via Zoom.

**New Business:** S. LeBlanc-Durocher

- Mayor Hughes would like to meet with us to discuss new ideas for Mayors Cup. S. LeBlanc-Durocher has reached out for his availability.
- Eric McDowell may be coming back 1/21/25. He will be at the holiday party this Friday.
- District conference April 25, 26, 27.
  - Casey Gould is interested in attending.
  - S. LeBlanc-Durocher asks that we let her know if anyone is interested in attending.
  - J. Kline confirms we have \$600 in the budget to help cover expenses.
- We are current members of the North Country Chamber of Commerce and have been paying dues. What are the benefits to being a member?
  - We are listed in their journal.
  - We are invited to their events.
  - We are included in the Adirondack Coast listing.
  - S. LeBlanc-Durocher suggests we might be able to get their help in advertising the Mayors Cup. This will most likely require we pay an additional fee.
  - J. Snook suggests we meet with the Chamber to see what they may be able to do for us,

particularly in terms of membership recruitment. R. Robert suggests the same. S. LeBlanc-Durocher will reach out to meet with the Chamber, in the next three weeks, and have a few board members attend.

- Pollinator Garden
  - R. Black suggests that he, Sue, and a few other club members meet regarding the pollinator garden to discuss what our club role is.
  - J. Snook confirms the MOU was signed for the pollinator garden. T. DeFayette suggest the MOU shared out to club member to refresh our memory. J. Snook shared the MOU with S. LeBlanc-Durocher for club distribution.

## **Old Business**

- Football pool
  - M. Senecal reports we have about 15-20 tickets sold so far. S. LeBlanc-Durocher suggests each member, for those who can afford, purchase a ticket.
  - Deadline is the Thursday before the Superbowl, February 6.
  - A. Roberts suggests we ask members to share on social media.
- Board member recommendations from the Nominating committee
  - J. Snook discussed the challenges of filling board positions. He reports there is one nomination for a member at large, replacing M. Senecal. There was a discussion about changing the board size (i.e. do we need two secretaries and do we need members at large to take a year off after their two-year term).
  - J. Snook reports the following open positions: President, Vice President, one at large (replacing A. Robert). A. Robert expressed interest in continuing as an at-large member, but a bylaw change will need to occur.
  - J. Snook suggests we discuss bylaw changes at our next club assembly meeting. S. LeBlanc-Durocher agrees and believes the club should be more flexible with its bylaws to accommodate the needs of its members. J. Snook will send a motion to S. LeBlanc-Durocher to share at the next club assembly.
- Rotaract- Do they need assistance from our club.
  - B. Neureuther reports the most help at the moment is having speakers for the club, particularly offering service opportunities. Colleen Downs and Tom DeFayette have volunteered to speak at meetings in the Spring semester.
  - R. Black suggest we expand the scope to Clinton Community College. B. Neureuther will look into this.
  - S. LeBlanc-Durocher suggest inviting Josh Farrell, the Rotaract President, to our holiday party on Friday. B. Neureuther will reach out to Josh Farrell.

## **Adjournment**

Motion to adjourn: R. Black @ 8:25am

Second: A. Robert

Motion carries unanimously

*Respectfully Submitted,*

*Brian Neureuther  
Board Secretary*

**Plattsburgh Sunrise Rotary  
Treasurer's Report  
January 31, 2025**

**Assets**

Cash on Hand (Change for Raffle/Foodshelf)	\$	100.00
Checking Account - Community Bank	\$	17,442.95
Savings Account - Community Bank*	\$	27,431.17
CBNA CD	\$	5,161.14
CBNA CD	\$	10,322.29
CBNA CD	\$	15,483.43
Total Checking, Savings & CD's	\$	75,940.98
<b>Total Assets</b>	<b>\$</b>	<b>75,940.98</b>

**Liabilities**

50/50 Raffle 1/31/2025	\$	155.00
Accounts Payable	\$	500.00
Paul Harris Fellow Award - Community Member	\$	1,500.00
Food Shelf Donations	\$	240.00
Plattsburgh City Beach Wheelchair Project	\$	173.22
Member Dues Prepayment	\$	170.00
<b>Total Liabilities</b>	<b>\$</b>	<b>2,738.22</b>

\*Community Bank includes \$3000 for the Pavilion Project

**Plattsburgh Sunrise Rotary  
Treasurer's Report  
January 31, 2025**

**Expenses since December 31, 2024 Report**

<b>Easy Self Storage</b>	<b>\$</b>	<b>90.00</b>
<b>Ck#1337 JCEO - Backpack Program</b>	<b>\$</b>	<b>500.00</b>
<b>North Country Chamber of Commerce Dues</b>	<b>\$</b>	<b>235.00</b>
<b>Rotary International - Semi-annual Dues</b>	<b>\$</b>	<b>1,495.75</b>

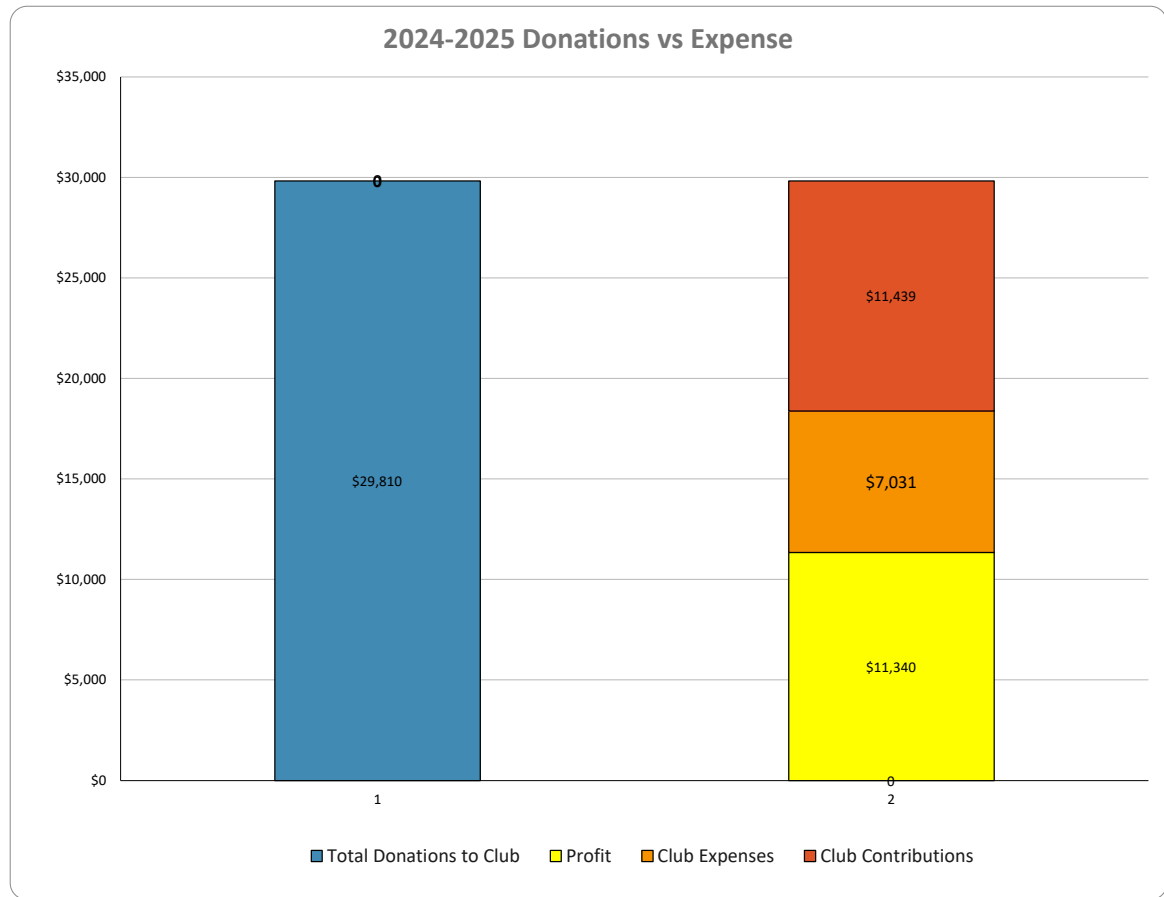
**Annual Membership Dues**

<b>Members Billed</b>	<b>32</b>
<b>Members Paid</b>	<b>31</b>
<b>% Collected thru 1/31/2025</b>	<b>97%</b>

**SUNRISE ROTARY  
Budget vs Actual  
2024-2025**

	2024-2025	2024-2025	2024-2025
	Final Budget	Mayor's Cup	Actual YTD
	Jul'24 - Jun'25	Jul'24 - Jun'25	Jul'24 - Jan'25
<b>Income</b>			
4000 · Member dues	\$5,280	\$4,880	\$4,880
4010 · Mayor's Cup	\$20,000	\$21,083	\$6,187
4020 · Gingerbread Fundraiser	\$0	\$168	\$168
4022 · Vintage Pop Up Sale Fundraiser	\$0	\$1,204	\$1,204
4024 · Super Bowl Squares	\$1,500	\$1,495	\$1,495
4028 · Community Sale Fundraiser	\$3,500	\$0	\$0
4026 · Fundraiser/Donations	\$750	\$0	\$0
4036 · Polio Fundraiser	\$0	\$20	\$20
4026 · Donations	\$0	\$71	\$71
4040 · 50/50 Raffle, Fines	\$300	\$53	\$53
4045 · Annual Dinner/Holiday Party	\$0	\$0	\$0
4100 · Interest income	\$1,200	\$836	\$836
<b>Total Income</b>	<b>\$32,530</b>	<b>\$29,810</b>	<b>\$14,913</b>
<b>Expense</b>			
4050 · Holiday Party/Annual Dinner	\$500	\$108	\$108
4060 · Paul Harris Award	\$1,540	\$0	\$0
4800 · Large Charitable Donations	\$5,000	\$1,000	\$1,000
5000 · Charitable donations & projects	\$4,000	\$1,929	\$1,929
4037 · Community Support (Parades)	\$750	\$0	\$0
5001A · Soup Kitchen/Foodshelf	\$500	\$0	\$0
5002 · Membership Committee	\$250	\$37	\$37
5003A · Polio Donation	\$100	\$563	\$563
5003B · Environmental Committee	\$550	\$0	\$0
5003C · Foundation Committee	\$150	\$0	\$0
5005 · International Service Donations	\$5,000	\$2,500	\$2,500
5006 · Mayor's Cup Expense	\$9,800	\$5,335	\$4,890
5007 · Youth Services	\$500	\$0	\$0
5009 · Roteract - SUNY Plattsburgh	\$500	\$111	\$111
5010 · Dues	\$4,825	\$4,827	\$4,827
5011 · RYLA	\$250	\$0	\$0
5012 · Meeting Expense	\$500	\$335	\$335
5015 · Miscellaneous	\$500	\$41	\$41
5023 · Bank Service Charges	\$75	\$102	\$102
5025 · Conference expense	\$600	\$0	\$0
5030 · Supplies	\$250	\$0	\$0
5031 · Storage Expense	\$1,200	\$630	\$630
5040 · Postage	\$250	\$200	\$200
5045 · Website	\$850	\$751	\$751
<b>Total Expense</b>	<b>\$38,440</b>	<b>\$18,470</b>	<b>\$18,024</b>
<b>Net Income</b>	<b>-\$5,910</b>	<b>\$11,340</b>	<b>-\$3,111</b>

Total Donations to Club	\$29,810	
Contingency Fund	\$0	
Profit	\$11,340	
Club Expenses	\$7,031	
Club Contributions	\$11,439	
	<u>\$29,810</u>	<u>\$29,810</u>



# Balance Sheet

## Plattsburgh Sunrise Rotary Club

As of Jan 31, 2025

Report Type: Accrual (Paid & Unpaid)

ACCOUNTS		Jan 31, 2025
<b>Assets</b>		
<b>Cash and Bank</b>		
CBNA CD (\$10K)		\$10,322.29
CBNA CD (\$15K)		\$15,483.43
CBNA CD (\$5K)		\$5,161.14
Community Bank Checking		\$17,442.95
Community Bank Savings		\$27,431.17
Petty Cash		\$100.00
<b>Total Cash and Bank</b>		<b>\$75,940.98</b>
<b>Other Current Assets</b>		
<b>Total Other Current Assets</b>		<b>\$0.00</b>
<b>Long-term Assets</b>		
<b>Total Long-term Assets</b>		<b>\$0.00</b>
<b>Total Assets</b>		<b>\$75,940.98</b>

<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable		\$500.00
50/50 Raffle		\$155.00
Food Shelf Donations		\$240.00
Member Dues Prepayment		\$170.00
Paul Harris Award Community		\$1,500.00

<b>Liabilities</b>	
Plattsburgh City Beach Wheelchair Project	\$173.22
<b>Total Current Liabilities</b>	<b>\$2,738.22</b>
<b>Long-term Liabilities</b>	
<b>Total Long-term Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$2,738.22</b>

<b>Equity</b>	
<b>Retained Earnings</b>	
Profit for all prior years	\$76,314.07
Profit between Jul 1, 2024 and Jan 31, 2025	-\$3,111.31
<b>Total Retained Earnings</b>	<b>\$73,202.76</b>
<b>Total Equity</b>	<b>\$73,202.76</b>

# Profit and Loss

## Plattsburgh Sunrise Rotary Club

Date Range: Jul 01, 2024 to Jan 31, 2025

Report Type: Accrual (Paid & Unpaid)

**Jul 01, 2024  
to Jan 31, 2025**

### ACCOUNTS

<b>Income</b>	
Cache Elegant Donations	\$70.50
Donations, 50/50, Happy \$\$	\$53.00
Gingerbread Fundraiser	\$168.08
Interest Income	\$835.95
Mayor's Cup	\$6,106.58
Mayor's Cup - T-Shirt Sales	\$80.00
Member Dues	\$4,880.00
Polio Fundraiser	\$20.00
Super Bowl Squares	\$1,495.00
Vintage Pop Up Sale	\$1,204.00
<b>Total Income</b>	<b>\$14,913.11</b>
<b>Total Cost of Goods Sold</b>	
	<b>\$0.00</b>
<b>Gross Profit</b>	<b>\$14,913.11</b>
As a percentage of Total Income	100.00%

<b>Operating Expenses</b>	
Annual Dues	\$4,827.18
Bank Service Charges	\$102.17
Charitable Donations & Projects	\$1,929.38
Holiday Event	\$108.00
International Service Donations	\$2,500.00
Large Donation Expense	\$1,000.00
Mayor's Cup Expense	\$4,889.59
Meeting Expenses	\$335.34
Membership Committee	\$36.50
Miscellaneous Expenses	\$40.86
Postage	\$200.00
Rotary Foundation Polio Donation	\$563.00
Roteract - SUNY Plattsburgh	\$111.48
Storage Expense	\$630.00
Website Expenses	\$750.92
<b>Total Operating Expenses</b>	<b>\$18,024.42</b>
<b>Net Profit</b>	<b>-\$3,111.31</b>
As a percentage of Total Income	-20.86%

# Membership Committee Report – Feb. 2025

## Attendance below 50% December 2024 & January 2025 (5 meetings)

- Allison Hulbert-Bruce — 0%
- Thom Loreman – 0%
- Libby Queguiner – 0%
- James Snook – 33%
- Joan Sterling - 0%

## Meeting summary for Rotary Weekly Meeting (01/22/2025)

### Quick recap

The team discussed their mentorship program. They also explored the idea of a mentorship program for new members, the onboarding process for new members, and the integration of new members into the club. Lastly, they discussed potential ways to increase their social media efforts, the need for better documentation, and updates on potential new members and open items.

### Next steps

- Colleen to reach out to Brian and Colleen regarding potential student involvement in social media and volunteering efforts.
- Randy to verify if Brian has received his attendance button.
- Randy to order a new name button for Wanda with her updated last name (Carroll).
- Randy to follow up with Dr. Mark Davey in March regarding potential membership.
- Randy to look up information about the border group interested in having a booth at Mayor's Cup and email Colleen and Sue about potential volunteer opportunities.
- Roger to increase Colleen's membership level in Club Runner to allow access to documents.
- Randy to send Colleen the documentation related to membership processes.
- Randy to reach out to the club leadership regarding Ian Joyce's membership approval and next steps.
- Randy to send a meeting invite for the next membership committee meeting on February 26th.

### Summary

#### Mentorship Program Progress and New Member

Randy, Colleen, and Roger discussed the progress of their mentorship program. Randy introduced Colleen, who was stepping in as the mentor person, and mentioned that they had a member process in place. They also discussed a potential new member, Ian, who had recently applied to join their club. Randy shared that Ian had a positive experience at a recent meeting and was impressed by the club's

activities. The team agreed to continue refining their mentorship processes and to welcome new members like Ian.

### **Mentorship Program for New Members**

Roger proposed the idea of a mentorship group for mentoring new members, suggesting that it should be semi-independent from the existing committee. He suggested that the mentorship process should be separated from the traditional club activities and that it should involve more outside-the-box thinking. Colleen agreed to consider this proposal and suggested that new members should be given information about Rotary rather than being assigned tasks. Randy agreed to provide Colleen with the documents used in their presentation. The team also discussed the possibility of providing new members with booklets about Rotary's history and other resources.

### **Improving New Member Onboarding Process**

Randy, Colleen, and Roger discussed the onboarding process for new members. They agreed on the importance of introducing potential members to the club's expectations and culture before the approval process. Colleen suggested offering preliminary discussions with interested individuals to ensure they understand the club's expectations. Roger proposed a group introduction similar to past practice, while Randy emphasized the need for a personal touch in the introduction process. They also discussed the possibility of offering different options for meetings, considering the varying schedules of potential members. The team agreed to work on a plan to improve the onboarding process.

### **New Member Integration and Process**

Randy, Roger, Colleen, and Libby discussed the process of integrating new members into the club. They agreed to propose Ian for membership and outlined a timeline for the process. They also discussed the need for structure and documentation to ensure sustainability and continuity. Roger offered to send Colleen an email with some of the steps a new applicant must follow. They also discussed the possibility of inviting Ian to their page and sending him an email. The team agreed to move forward with Ian and to provide him with the necessary documents once he's approved.

### **Maintaining Connections and Tracking Involvement**

Randy discussed the importance of maintaining connections with members, particularly those who have stepped back due to health or time constraints. He suggested reaching out to Kathy Eppler about John Bernardi, who has shown interest in the club but hasn't been as active. Randy also emphasized the need for better documentation to track member involvement and attendance. Roger agreed, noting the importance of sharing information about members' behind-the-scenes contributions. The team agreed to follow up with John Bernardi and to continue efforts to engage all members.

### **Exploring Social Events for Growth**

In the meeting, Colleen proposed the idea of organizing social events to attract new members, suggesting unique activities like a cigar and bourbon tasting or an arm wrestling competition. Randy agreed to the idea, mentioning a \$250 budget for such events. Roger suggested using the 5th Tuesday of the quarter for these events, potentially combining it with entertainment. Colleen also mentioned the

idea of collaborating with local colleges like CV Tech or Plattsburgh State for social media help and attracting younger members. The team agreed to further explore these ideas.

### **Expanding Social Media Efforts Discussion**

Randy, Libby, Colleen, and Roger discussed potential ways to increase their social media efforts. They considered reaching out to CV Tech, as they have a connection with them, and possibly involving them in their curriculum. They also discussed the idea of contacting Suny Plattsburgh's Project Hope, a group of students who want to be more involved in the community, to see if they could assist with their efforts. The team agreed to have a preliminary discussion with Brian and Colleen before reaching out to Jess for further input. They decided to bring up the idea of a social media campaign or project during their upcoming meeting on the 5th.

### **Club Updates and Member Availability**

Randy provides updates on potential new members and open items. Colleen is not on sabbatical from the club. Roger mentions Brian still lacks an attendance button, and Wanda's name needs updating after her marriage. Randy will follow up on these items. He also notes Mark Davey, Stefan Gallietta, Alexis Miller, and Ian Joyce's current availability statuses for joining the club.

### **Mayor's Cup Volunteer Integration Plans**

Randy, Colleen, and Roger discussed various topics including the integration of Mayor's Cup volunteers with Rotary, potential involvement of younger people from CV Tech or Clinton community, and the need for website and social media assistance. The group decided to have their next meeting on the 26th of the following month. Randy also agreed to reach out to Ian and Sue about the 999next steps.

*AI-generated content may be inaccurate or misleading. Always check for accuracy.*

# Calendar

February 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
			The Mediterranean Diet in North America (Westmount)			
2	3	4	5	6	7	8
	Zone Membership Webinars		The Task Force on Linguistic Policy (Westmount)		YEX Winterlude	
9	10	11	12	13	14	15
YEX Winterlude	Club in-person meeting (Ottawa)	District Membership meeting	K-F Pub Night (Kingston Yacht Club) (Kingston-Frontenac)			
Rotary International Assembly						
			Board of Directors Meeting (Ottawa)			
16	17	18	19	20	21	22
			The Ancient Martial Art of Kalaripayattu (Westmount)			Foundation/Intern Service Quarterly Mtg #3
23	24	25	26	27	28	1
	Club on-line meeting (Ottawa)					
2	3	4	5	6	7	8
	Zone Membership Webinars					

- Board Meeting Event
- Club Event
- Club Meeting
- Committee Meeting
- Deadline
- District Event
- Fundraiser
- General
- Official DG Visit



# Calendar

February 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27 Monthly District Governor Nominees meeting	28 Resonating Narratives: Crafting Stories that Inspire and Impact	29 Quarterly AG Forum	30	31	1
2	3 Zones 28/32 membership meeting	4 Rotary Foundation District Grants Webinar	5 Rotary Foundation Global Grants Webinar	6 Rotary Foundation Grant Reporting and Stewardship	7	8
9	10 Membership Orientation Monthly District Governor Meeting	11 Business Networking: In-person in Wayland (District 7910)	12 Monthly Zone Leadership Team Meeting	13	14	15
16	17 Monthly District Governor-Elect Meeting	18	19	20	21	22
23	24 Monthly District Governor Nominees meeting	25 February 2025 Action Plan Sharing meeting	26	27	28	1
2	3 Zones 28/32 membership meeting	4	5	6	7	8

- General

- District Event