



Board Meeting Agenda

October, 14 2021

- I. Call to Order**
- II. Approval of minutes from last meeting**
- III. Approval of Treasurer's Report (MHAB meeting update)**
- IV. Report from Program Committee (Roger)**
 - a. Microphones**
- V. Membership Committee Report (Eric):** New member orientation, assignment to committees, etc.
- VI. Mayors Cup Beach Festival Committee Follow up** – Do we create a feedback form which key people can fill out with their answers/suggestions on how to improve next year's event? When does planning for 2022 event begin?
- VII. SUNRISE ROTARY PROJECT LIST DEVELOPMENT**
- VIII. Gazebo Project Wrap up – Press opportunity for club**
- IX. DG Fay Campbell visit**
- X. Discussion on moving to a Bi-weekly format**
- XI. Current Committee Members and Chairs list**
- XII. Old Business**
- XIII. New Business**
- XIV. The passcode for Lucinda Storage has been reset. 704082#**
- XV. Adjourn**

Board Meeting – September 9, 2021

Minutes

Present: Roger Black, Jeff Prescott, Nikki Buck, Eric McDowell, Jessica Kline; Jim Snook, Michelle Senecal; Kathy Snow

Meeting - President Jeff Prescott called the meeting to order and asked if there were any corrections to the August 12th meeting minutes. A correction needs to be made to a paragraph under Treasurer's Report. It currently says "use one Tuesday a month for committee meetings". This needs to be change to "use off weeks for committee meetings". On a motion by Eric McDowell and seconded by Jessica Kline, the August meeting minutes were approved pending the change. All voted in favor.

Treasurer's Report – Jessica Kline reported that we received a \$460 check from Liquor & Wine Warehouse for Mayor's Cup and noted that the City of Plattsburgh has not billed us for parking at the beach.

During the month of August we are slightly ahead on the breakfast meeting costs at MHAB. We have received \$1,137 and had \$914.87 in expenses. One member donated \$150 toward meeting expenses.

Adam Robert has offered to be a backup for Roger in terms of reconciling the money. Because of Adam's job at Clute Wealth Management, he won't be able to deposit the money. On a motion by Roger Black and seconded by Jim Snook, Adam was approved to be the backup for reconciling the money with another member making the deposit. All voted in favor.

In-Person Meeting Vs. Zoom – Noon Rotary has made the decision to meet virtually only. We will continue to meet in person but monitor it. On a motion by Eric McDowell, and seconded by Jim Snook, a resolution will be made to state ... "if you aren't feeling well, stay home." This statement will be added to the weekly meeting agenda.

Speakers Scheduling – With Maxine leaving at the end of September, Randy Giltz, Connie Fisher, and Colleen Downs agreed to serve on the Speaker's Committee.

Microphone Issue – Roger will e-mail Keith Tyo from Noon Rotary and talk with the IT person at MHAB to see what a good solution might be. Wireless microphones are \$300 each. Maybe Noon Rotary will share in the cost. Ideally, three tables will have to be microphoned.

Membership – New member induction ceremony was held last night. Thank you to Eric McDowell, Randy Giltz and Kathy Duley for organizing the ceremony. New member talks will be scheduled as well as committee assignment.

Committee Chairs List – The committee listing needs to be updated. Jeff will check with committee chairs to see who is on their committee.

The Fundraising Committee will meet virtually on September 15 at 5:30 p.m.

Sunrise Rotary Club of Plattsburgh, NY Inc.

We need to connect with Faith Leach at SUNY Plattsburgh about Rotaract to see if there are any projects they want to work on. Interact is a primary school service organization for students 12-18 years. In our area there isn't any. Jim Snook is willing to contact area schools to see if there is an interest in starting one. Kathy Snow offered to help.

Meeting Attendance – Currently there are five to six members who haven't paid their dues. One of them is Lori Delaney who is working in Vermont. Kathy Snow will reach out to her to see what her status is. Eric will check in with Allison Hulbert-Bruce as she hasn't been in attendance either.

At our next club assembly, we will discuss a change to our bylaws that states ... "if a member doesn't attend a meeting for two months, they will be removed from Rotary."

Pass Code – The passcode for Lucinda Storage has been reset to 704082. A cleanup day will be scheduled at the storage unit. Connie has Mayor's Cup t-shirts that need to go into storage and Jim has Rotary stuff in his basement that he would relocate to the unit.

On a motion by Eric McDowell and seconded by Roger Black the meeting was adjourned at 8:33 a.m.

Plattsburgh Sunrise Rotary Treasurer's Report

September 30, 2021

Assets

Cash on Hand (Change for Raffle/Foodshelf)	\$	100.00
Checking Account - GFNB **	\$	325.77
Checking Account - Community Bank	\$	30,090.67
Savings Account - Community Bank*	\$	27,041.46
Total Checking & Savings	\$	57,557.90

Fixed Assets

Projector/Screen/Stand	\$	500.00
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Total Assets	\$	58,057.90
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Liabilities

50/50 Raffle 9/30/2021	\$	60.50
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Paul Harris Fellow Award - Community Member	\$	1,500.00
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Total Liabilities	\$	1,560.50
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*Community Bank includes \$3000 for the Pavilion Project

Plattsburgh Sunrise Rotary Treasurer's Report

September 30, 2021

Expenses since August 31, 2021 Report

MHAB (Meeting Breakfast Charges) 8/31	\$	164.97
MHAB (Meeting Breakfast Charges) 9/14, 9/21, 9/28, 10/5	\$	659.88

Annual Membership Dues	
Members Billed	32
Members Paid	29
% Collected thru 9-30-2021	91%

Profit and Loss

Plattsburgh Sunrise Rotary Club

Date Range: Jul 01, 2021 to Sep 30, 2021

ACCOUNTS		Jul 01, 2021 to Sep 30, 2021
Income		
Donations, 50/50, Happy \$\$		\$113.00
Interest Income		\$3.41
Mayor's Cup		\$8,333.40
Meeting Room Revenue		\$1,773.00
Member Dues		\$4,135.00
Total Income		\$14,357.81
Total Cost of Goods Sold		\$0.00
Gross Profit As a percentage of Total Income		\$14,357.81 100.00%
Operating Expenses		
Annual Dues		\$2,511.70
Bank Service Charges		\$25.36
International Service Donations		\$1,000.00
Mayor's Cup Expense		\$1,000.00
Meeting Expenses		\$119.92
Meeting Room Expense		\$1,739.72
Miscellaneous Expenses		\$94.09
Supplies		\$26.40

Operating Expenses	
Website Expenses	\$640.00
Total Operating Expenses	\$7,157.19
Net Profit	
As a percentage of Total Income	\$7,200.62 50.15%

Balance Sheet

Plattsburgh Sunrise Rotary Club

As of Sep 30, 2021

ACCOUNTS	Sep 30, 2021
Assets	
Cash and Bank	
Community Bank Checking	\$30,090.67
Community Bank Savings	\$27,041.46
Glens Falls National Checking	\$325.77
Petty Cash	\$100.00
Total Cash and Bank	\$57,557.90
Other Current Assets	
Total Other Current Assets	\$0.00
Long-term Assets	
Total Long-term Assets	\$0.00
Total Assets	\$57,557.90
Liabilities	
Current Liabilities	
50/50 Raffle	\$60.50
Food Shelf Donations	\$95.00
Paul Harris Award Community	\$1,500.00
Total Current Liabilities	\$1,655.50
Long-term Liabilities	
Total Long-term Liabilities	\$0.00
Total Liabilities	\$1,655.50

Equity	
Retained Earnings	
Profit for all prior years	\$48,701.78
Profit between Jul 1, 2021 and Sep 30, 2021	\$7,200.62
Total Retained Earnings	\$55,902.40
Total Equity	\$55,902.40

SUNRISE ROTARY

Budget 2020-2021

	2021-2022	2021-2022
	Final Budget	Actual YTD
	Jul '21 - Jun 22	Sep '21
Income		
4000 · Member dues	\$5,250	\$4,135
4010 · Mayor's Cup	\$4,000	\$8,333
4024 · Raffle Ticket Sales	\$3,000	\$0
4028 · Community Sale Fundraiser	\$4,000	\$0
4026 · Fundraiser/Donations	\$1,000	\$0
4027 · Meeting Room Revenue	\$0	\$1,773
4036 · Polio Plus Raffle	\$750	\$0
4040 · 50/50 Raffle, Fines	\$1,500	\$113
4100 · Interest income	\$15	\$3
Total Income	\$19,515	\$14,358
Expense		
4050 · Holiday Party/Annual Dinner	\$0	\$0
4060 · Paul Harris Award	\$1,540	\$0
5000 · Charitable donations & projects	\$3,000	\$0
5001A · Soup Kitchen/Foodshelf	\$500	\$0
5002 · Membership Committee	\$500	\$0
5003A · Polio Fundraiser	\$250	\$0
5003B · Foundation Committee	\$100	\$0
5003C · Speaker Foundation Donation	\$350	\$0
5005 · International Service Donations	\$4,000	\$1,000
5006 · Mayor's Cup Expense	\$1,000	\$1,000
5007 · Youth Exchange	\$50	\$0
5009 · ARC Festival of Trees	\$200	\$0
5010 · Dues	\$4,750	\$2,512
5011 · RYLA	\$250	\$0
5012 · Sponsorships Community Events	\$500	\$0
5013 · Outdoor Art Project	\$1,000	\$0
5014 · Meeting Room Expense	\$500	\$1,740
5015 · Miscellaneous	\$500	\$214
5023 · Bank Service Charges	\$50	\$25
5025 · Conference expense	\$600	\$0
5030 · Supplies	\$250	\$26
5036 · Accounting	\$500	\$0
5040 · Postage	\$150	\$0
5045 · Website	\$750	\$640
Total Expense	\$21,290	\$7,157
Net Income	-\$1,775	\$7,201

Customized Attendance Report

Date Range: Aug 01, 2021 To Sep 30, 2021

Name	Aug 03, 2021	Aug 10, 2021	Aug 17, 2021	Aug 24, 2021	Aug 31, 2021	Sep 08, 2021	Sep 14, 2021	Sep 21, 2021	Sep 28, 2021	%	Current Type	Notes
Black, Roger	✓	M	M	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Brown, Jack		✓								100.00 %	Active	Exempted Members Aug 24, 2015
Buck, Nikki	M	M	✓			M	✓	✓		66.67 %	Active	
Dahlen, Joanne	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Dahlen, Kjell		✓	M	✓						100.00 %	Active	Exempted Members Aug 24, 2015
DeFayette, Tom	✓	M	✓	✓	✓			✓	✓	77.78 %	Active	
Delaney, Lori										0.00 %	Active	
DeSnyder, Jake	✓	✓		✓		✓		✓	✓	100.00 %	Active	Exempted Members Aug 24, 2015
Downs, Colleen	M	M	✓	✓				✓	✓	66.67 %	Active	
Duley, Kathy	M	✓		✓	✓	✓	✓	✓	✓	100.00 %	Active	Exempted Members Feb 02, 2017
Dumas, MacKenzie	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Eppler, Kathy			M	✓	✓	✓			✓	55.56 %	Active	
Fisher, Connie	✓	✓		✓	✓		✓	✓	✓	77.78 %	Active	

Total: 32 members

Name	Aug 03, 2021	Aug 10, 2021	Aug 17, 2021	Aug 24, 2021	Aug 31, 2021	Sep 08, 2021	Sep 14, 2021	Sep 21, 2021	Sep 28, 2021	%	Current Type	Notes
Giltz, Randy	M	✓	✓	✓		✓	✓	✓	✓	88.89 %	Active	
Grindle, Bruce		✓								100.00 %	Active	Exempted Members Aug 24, 2015
Hulbert-Bruce, Allison							✓		✓	22.22 %	Active	
Kalil, Michele	✓		✓	✓	✓		✓			55.56 %	Active	
Kline, Jessica	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
LaBombard, Tom	✓			✓	✓		✓	✓	✓	100.00 %	Active	Exempted Members May 01, 2016
LeBlanc-Durocher, Susan	✓	✓	✓		✓	M		✓	✓	77.78 %	Active	
Loreman, Thom	✓		✓	✓	✓			✓		55.56 %	Active	
Loreman, Thomas	✓			✓	✓		✓			44.44 %	Active	
McDowell, Eric	✓	M		✓	✓	✓	✓	✓	✓	88.89 %	Active	
Perry, Maxine	✓	✓	✓	✓	✓		✓		✓	77.78 %	Active	
Prescott, Jeff	✓	✓	M	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Queguiner, Libby		M	M	✓	✓	✓				55.56 %	Active	
Robert, Adam	–	✓	✓	✓	✓	✓	✓	✓		87.50 %	Active	
Senecal, Michelle		M	M	✓	✓	M		✓	✓	77.78 %	Active	
Snook, James	✓			✓		M			✓	44.44 %	Active	

Total: 32 members

Name	Aug 03, 2021	Aug 10, 2021	Aug 17, 2021	Aug 24, 2021	Aug 31, 2021	Sep 08, 2021	Sep 14, 2021	Sep 21, 2021	Sep 28, 2021	%	Current Type	Notes
Snow, Kathy						✓	✓	✓	✓	44.44 %	Active	
Sterling, Joan	✓	M	✓	✓	✓	✓				66.67 %	Active	
Vega-Castro, Elena		✓	✓	✓	✓	✓	✓		✓	77.78 %	Active	
Total: 32 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.

Bylaws of the Rotary Club of Plattsburgh Sunrise

Article 8 Committees

Section 1 — This club's committees comprise those listed in article 11, section 7, of the Standard Rotary Club Constitution, as well as the following: Finance, New Generations, International Service.

Section 2 — The president is an ex officio member of all committees.

Section 3 — Each committee's chair is responsible for the regular meetings and activities of the committee, supervises and coordinates its work, and reports to the board on all committee activities.

Constitution of the Rotary Club of Plattsburgh Sunrise

Article 11 Directors and Officers and Committees

Section 7 — *Committees.* This club should have the following committees:

- (a) Club Administration;
- (b) Membership;
- (c) Public Image;
- (d) Rotary Foundation; and
- (e) Service Projects.

The board or president may appoint additional committees as needed.