

Plattsburgh Sunrise Rotary Board Meeting
02/11/2021
7:30AM

Agenda:

Greeting-
Board members present-
Review last month's minutes-

Treasurer's report- Jessica

New Avenue of Service- Environmental Focus

Membership- Create a plan on inviting business people

Fund raising-
Game night
Ideas for the spring?

Engagement (Attendance) report- Roger

Club involvement (community or elsewhere)-

Committee Review-
Review committee list
Committee Matrix

Old Business-
Game Nights

Motion to Adjourn-

Sunrise Rotary Club of Plattsburgh, NY Inc.

Board Meeting –January 14, 2021

Minutes

Present: Michelle Senecal, Roger Black, Libby Queguiner, Jessica Kline, Jeff Prescott, Sue LeBlanc-Durocher, Eric McDowell, Kathy Snow

Meeting:

President LeBlanc-Durocher called the meeting to order and asked if there were any change/corrections to the December Board meeting minutes. On a motion by Eric McDowell and seconded by Roger Black, the December meeting minutes were approved. All voted in favor.

Nominations For New Board Members – Tom LaBombard will present the nominations for new board members at our next meeting. Jessica Kline will resign as Treasurer effective July 1. Michelle Kalil has expressed an interest in becoming the Treasurer. The only problem is that Michelle's contract is a yearly one and there is no guarantee that she will be here beyond October 2021. Jessica would be willing to pick it back up if Michelle has to leave. We will need to get Quickbooks for Michelle to use. The cost would be around \$30. Jessica will bring this request before the Finance Committee for their o.k. The next meeting is scheduled for the 3rd Thursday of the month. On a motion by Jeff Prescott and seconded by Eric McDowell, the board approved a motion for Jessica to present this at the next Finance Committee meeting.

District Grants - The last training session is March 13, 2021. Jeff Prescott, as the incoming President, is required to attend. If anyone else is interested in attending, the information is on the district website.

Membership – The next membership committee meeting is scheduled for January 21 at 5:30 p.m. Jeff will send out a meeting notice. We have talked about inviting area businesses to join our meeting via Zoom. We need to create a plan to make this happen. Sue has reached out to Niki Buck and Thom Lorement, Sr. about their attendance at meetings. Kathy Snow will reach out to Lori Delaney to see why she hasn't been in attendance. As well, Amel Varga's attendance has been hit or miss lately. Allison's attendance has Roger concerned; Libby to check with her.

Weekly Meetings – Have we come up with a target date to resume our weekly in person meetings? Noon Rotary started meeting in person but has since stopped. Perkins is still interested in hosting us.

Attendance – Jack Brown and Bruce Grindle haven't attended a meeting in quite a while. We are averaging 17 people a week in attendance with the full club membership at 34. One third of our membership has exempted status due to the 80 rule. Perhaps we should form a program committee to look at good speakers/topics. Sue will discuss this with Maxine and discuss at our next club assembly meeting.

Fundraising – James Snook wasn't in attendance to update the board on the next game night. We will table this until our February Board meeting.

Community Involvement – Our club should talk with some community groups to see if there are any community projects for us to get involved in. Possibly something to do with children, i.e., backpack program or kids struggling with technology.

Sunrise Rotary Club of Plattsburgh, NY Inc.

Committee Review – Roger is working on updating the committee listing in Club Runner. He will e-mail the listing out to committee chairs to be sure they are correct.

On a motion by Eric McDowell, and seconded by Jeff Prescott, the board meeting was adjourned.

Plattsburgh Sunrise Rotary Treasurer's Report

January 31, 2021

Assets

Cash on Hand (Change for Raffle/Foodshelf)	\$	100.00
Checking Account - GFNB **	\$	325.77
Checking Account - Community Bank	\$	20,643.28
Savings Account - Community Bank*	\$	27,031.35
Total Checking & Savings	\$	48,100.40

Fixed Assets

Projector/Screen/Stand	\$	500.00
Other Assets - Matching Grant Due From RI	\$	150.00
Prepaid Expense Mayor's Cup 2021	\$	4,129.76
Total Assets	\$	52,730.16

Liabilities

50/50 Raffle 1/31/2021	\$	30.50
Foodshelf	\$	-
Paul Harris Fellow Award - Community Member	\$	1,000.00
Due to Rotary Foundation	\$	-
Total Liabilities	\$	1,030.50

*Community Bank includes \$3000 for the Pavilion Project

Plattsburgh Sunrise Rotary Treasurer's Report January 31, 2021

Expenses since December 31, 2020 Report

Rotary International - Semi-Annual Dues	\$	1,351.75
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Annual Membership Dues

Members Billed	33
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Members Paid	30
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% Collected thru 1-31-2021	91%
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SUNRISE ROTARY

Profit & Loss Prev Year Comparison

July 2020 through January 2021

	Jul '20 - Jan 21	Jul '19 - Jan 20
Income		
4000 · Member dues	4,642.50	5,132.50
4010 · Mayor's Cup		
4022A · 2019 Mayor's Cup Income	0.00	8,041.00
4022B · 2019 Mayor's Cup Expense	0.00	-3,705.05
Total 4010 · Mayor's Cup	0.00	4,335.95
4024 · Raffle Ticket Sales	2,890.00	6,109.05
4028 · Garage Sale Revenue	4,107.62	0.00
4038 · Honey Sales	50.00	288.00
4040 · Donations, 50/50 Raffle	1,218.05	409.50
4041 · World Polio Day		
4041A · World Polio Day Sponsorship	0.00	1,330.00
4041 · World Polio Day - Other	0.00	208.00
Total 4041 · World Polio Day	0.00	1,538.00
4100 · Interest income	7.72	43.68
Total Income	12,915.89	17,856.68
Expense		
4050 · Holiday Party		
4055 · Holiday Party Revenue	0.00	-960.00
4057 · Holiday Party Expense	0.00	1,280.52
Total 4050 · Holiday Party	0.00	320.52
5000 · Charitable donations & projects		
5000B · Small Donations	0.00	2,050.00
5000 · Charitable donations & projects - Other	-400.00	100.00
Total 5000 · Charitable donations & projects	-400.00	2,150.00
5000A · Soup Kitchen/Food Shelf	500.00	500.00
5002 · Membership Committee	6.25	111.44
5003 · World Polio Day Donation		
5003A · World Polio Day Expense	0.00	158.78
5003C · Foundation Donations	0.00	140.00
Total 5003 · World Polio Day Donation	0.00	298.78
5005 · International Service Donations	1,500.00	2,000.00
5007 · Youth Exchange Program	37.20	454.35
5009 · ARC Christmas Tree Project	175.19	124.44
5010 · Dues	3,846.79	5,106.64
5013 · Outdoor Art Project	1,000.00	1,000.00
5014 · Meeting Room Expenses	0.00	1,479.00
5015 · Miscellaneous	521.28	162.60
5020 · Meeting expense	119.92	0.00
5023 · Bank Service Charges	18.93	49.60
5040 · Postage	125.75	106.00
5045 · Website	718.00	707.74
Total Expense	8,169.31	14,571.11
Net Income	4,746.58	3,285.57

SUNRISE ROTARY
Balance Sheet
As of January 31, 2021

	Jan 31, 21
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking - Glens Falls National	325.77
1010 · Checking - Community Bank	20,643.28
1020 · Savings	27,031.35
Total Checking/Savings	48,000.40
Accounts Receivable	
11000 · Accounts Receivable	
11003 · Due from Rotary District 7040	150.00
Total 11000 · Accounts Receivable	150.00
Total Accounts Receivable	150.00
Other Current Assets	
12001 · Cash Drawer	100.00
12002 · Prepaid Exp Mayor's Cup 2021	4,129.76
Total Other Current Assets	4,229.76
Total Current Assets	52,380.16
TOTAL ASSETS	52,380.16
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2007 · Paul Harris Award - Community	1,000.00
2010 · 50/50 Raffle	30.50
Total Other Current Liabilities	1,030.50
Total Current Liabilities	1,030.50
Total Liabilities	1,030.50
Equity	
32000 · Unrestricted Net Assets	46,603.08
Net Income	4,746.58
Total Equity	51,349.66
TOTAL LIABILITIES & EQUITY	52,380.16

SUNRISE ROTARY

Budget 2020-2021

	2020-2021 Final Budget	2020-2021 Actual YTD
	Jul '20 - Jun '21	Jan '21
Income		
4000 · Member dues	\$6,000	\$4,643
4010 · Mayor's Cup	\$0	\$0
4024 · Raffle Ticket Sales	\$0	\$2,890
4028 · Community Sale Fundraiser	\$0	\$4,108
4037 · Honey Sales	\$0	\$50
4040 · 50/50 Raffle, Fines	\$700	\$1,218
4100 · Interest income	\$50	\$8
Total Income	\$6,750	\$12,916
Expense		
4050 · Holiday Party/Annual Dinner	\$0	\$0
4060 · Paul Harris Award	\$1,540	\$0
5000 · Charitable donations & projects	\$4,000	-\$400
5001A · Soup Kitchen/Foodshelf	\$500	\$500
5002 · Membership Committee	\$100	\$6
5003C · Speaker Foundation Donation	\$350	\$0
5004 · Literacy Challenge	\$0	\$0
5005 · International Service Donations	\$4,000	\$1,500
5007 · Youth Exchange	\$600	\$37
5009 · ARC Festival of Trees	\$200	\$175
5010 · Dues	\$5,400	\$3,847
5011 · RYLA	\$225	\$0
5012 · Sponsorships Community Events	\$500	\$0
5013 · Outdoor Art Project	\$1,000	\$1,000
5014 · Meeting Expense	\$0	\$120
5015 · Miscellaneous	\$500	\$521
5023 · Bank Service Charges	\$50	\$19
5025 · Conference expense	\$600	\$0
5030 · Supplies	\$250	\$0
5035 · Insurance	\$525	\$0
5040 · Postage	\$150	\$126
5045 · Website	\$750	\$718
Total Expense	\$21,240	\$8,169
Net Income	-\$14,490	\$4,747

Customized Attendance Report

Date Range: Dec 01, 2020 To Jan 31, 2021

Name	Dec 01, 2020	Dec 08, 2020	Dec 15, 2020	Jan 05, 2021	Jan 12, 2021	Jan 19, 2021	Jan 26, 2021	%	Current Type	Notes
Black, Roger	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Brown, Jack								100.00 %	Active	Exempted Members Aug 24, 2015
Buck, Nikki	✓							100.00 %	Active	Active - All, Leave of Absence Dec 01, 2020 - Mar 01, 2021
Dahlen, Joanne	✓	✓	✓	✓		✓	✓	85.71 %	Active	
Dahlen, Kjell	✓							100.00 %	Active	Exempted Members Aug 24, 2015
DeFayette, Tom		✓	✓	✓		✓	✓	71.43 %	Active	
Delaney, Lori		✓						14.29 %	Active	
DeSnyder, Jake								100.00 %	Active	Exempted Members Aug 24, 2015
Duley, Kathy	M					✓	✓	100.00 %	Active	Exempted Members Feb 02, 2017
Eppler, Kathy	✓	✓	✓	✓	✓	✓		85.71 %	Active	
Fisher, Connie	✓	✓	✓		✓	✓		71.43 %	Active	
Giltz, Randy	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	

Total: 34 members

Name	Dec 01, 2020	Dec 08, 2020	Dec 15, 2020	Jan 05, 2021	Jan 12, 2021	Jan 19, 2021	Jan 26, 2021	%	Current Type	Notes
Prescott, Jeff	✓	✓	✓		✓	✓	✓	85.71 %	Active	
Queguiner, Libby	M	✓		✓	✓	M		71.43 %	Active	
Senecal, Michelle	M		✓	✓	✓	✓	✓	85.71 %	Active	
Snook, James	M	M			✓		✓	57.14 %	Active	
Snow, Kathy	✓	✓	✓	✓		✓		71.43 %	Active	
Sterling, Joan	M			✓	✓			42.86 %	Active	
Stevenson, Debra		–	–	–	–	–	–	0.00 %	Ex Member	
Varga, Amel	✓	✓						28.57 %	Active	
Woodward, Fred								100.00 %	Active	Exempted Members Aug 24, 2015
Total: 34 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.

NOMINATION COMMITTEE – SLATE OF OFFICERS FOR 2021-2022

President (automatic): Jeff Prescott

President Elect (automatic): Eric McDowell

2nd VP: Nicole Buck

Treasurer: Jessica Kline

Secretary: Roger Black

Board Secretary: Michele Senecal

Immediate Past President (automatic): Sue LeBlanc Durocher

Members at Large: Kathy Snow, (2 year), Jim Snook (2 years), Tom Defayette (1 year renewable for 2 years)

Note: Jessica Kline will be working on training a replacement from the Finance Committee who will be appointed when ready to assume the duties of Treasurer.

Presented by the members of the Nominating Committee:

Joanne Dahlen

James Snook

Randy Giltz

Tom LaBombard

Rotary Club of Plattsburgh Sunrise Committees



Standing Committees

Committee: Finance Committee

Description:

Chair: Jessica Sears

Members: Roger Black, Amel Varga, Eric McDowell, Jeff Prescott, Kathy Eppler, Michele Kalil, Ron Marino

Committee: Club Administration

Description: 1) Plan the club's meetings, assemblies, and other activities
2) Send member communications
3) Facilitate connections among club members
4) Take attendance
5) Maintain the club website and social media sites

Chair: Roger Black

Members: James Snook, Jeff Prescott, Libby Queguiner, Susan LeBlanc-Durocher

Subcommittee: Nominating

Description: Membership is limited to Past Presidents of the Sunrise Rotary Club. The committee is tasked with submitting a list of nominations to members of the club for club officers during the following Rotary year, 30 days prior to the Annual Meeting held in December.

Chair: Tom LaBombard

Members: Doug Kashorek, James Snook, Joanne Dahlen, Libby Queguiner, Randy Giltz

Subcommittee: Programs

Description: Set schedule of speakers for the weekly meetings (not monthly Assemblies), review past speakers, assess members' interests regarding program topics.

Chair: Maxine Perry

Members: James Snook, Libby Queguiner, Roger Black

Committee: Membership

Description:

Chair: Susan LeBlanc-Durocher, Jeff Prescott

Members: Roger Black, Eric McDowell, James Snook, Libby Queguiner, Maxine Perry

Rotary Club of Plattsburgh Sunrise Committees



Committee: Public Relations

Description:

Chair: Libby Quéguiner

Members: Jeff Prescott, Kathy Snow, Nikki Buck, Roger Black

Subcommittee: Public Image

Description: Ensures that Club adheres to Rotary International guidelines regarding logos and branding. Updates yearly theme.

Chair: Libby Quéguiner

Members: Roger Black

Committee: Service Projects

Description:

Chair:

Members: Libby Queguiner, Allison Hulbert-Bruce, Connie Fisher, Eric McDowell, James Snook, Jeff Prescott, Jessica Kline, Joan Sterling, Joanne Dahlen, Kathy Duley, Kathy Eppler, Kathy Snow, Michelle Senecal, Randy Giltz, Susan LeBlanc-Durocher

Subcommittee: Mayor's Cup

Description:

Chair: Kjell Dahlen, Joanne Dahlen

Members: Roger Black, Bruce Grindle, Connie Fisher, Doug Kashorek, Jack Brown, James Snook, Jeff Prescott, Kathy Duley, Kathy Snow, Maxine Perry, Michelle Senecal, Randy Giltz, Susan LeBlanc-Durocher, Tom DeFayette, Tom LaBombard

Committee: Rotary Foundation

Description: The Rotary Foundation Committee (TRF) promotes TRF giving within the club and organizes an annual special event to raise Polio Plus funds and educate the community about Rotary's efforts to eradicate polio world wide.

Chair: Roger Black

Members: James Snook, Jeff Prescott, Michelle Senecal, Tom LaBombard

Committee: New Generations

Description:

Chair: James Snook

Members: Doug Kashorek, Kathy Duley, Kathy Eppler, Roger Black

Rotary Club of Plattsburgh Sunrise Committees



Subcommittee: Youth Exchange

Description:

Chair: James Snook

Members: Doug Kashorek, Kathy Duley, Roger Black

Subcommittee: RYLA

Description:

Chair: Tom DeFayette

Members: Roger Black

Subcommittee: Rotaract

Description:

Chair: Nikki Buck

Members:

Subcommittee: Interact

Description:

Chair:

Members:

Subcommittee: Education & Recruitment

Description:

Chair:

Members: Roger Black

Committee: International Service

Description:

Chair: Kathy Eppler, Tom DeFayette

Members: Jessica Kline, Kjell Dahlen, Maxine Perry, Tom LaBombard

Committee: Small Contributions

Description:

Chair: Eric McDowell, Kathy Snow

Members: Allison Hulbert-Bruce, James Snook, Jessica Kline

Rotary Club of Plattsburgh Sunrise Committees



Yearly Committees

Committee: Mayor's Cup - Landlubber Activities

Description:

Chair: Susan LeBlanc-Durocher

Members: Joanne Dahlen, Roger Black, Allison Hulbert-Bruce, Connie Fisher, Eric McDowell, James Snook, Jeff Prescott, Michelle Senecal, Randy Giltz

Committee: Mayor's Cup - Regatta Committee

Description:

Chair: Kjell Dahlen, Joanne Dahlen

Members: Jessica Kline, Roger Black, Connie Fisher, Jack Brown, Jeff Prescott, Randy Giltz

Committee: Fundraising

Description:

Chair: Susan LeBlanc-Durocher, Eric McDowell

Members: Roger Black, James Snook, Jeff Prescott, Kathy Snow, Lori Delaney