

District 5130 Board of Directors and Finance Committee Meeting

February 25th 2017

Fairfield Inn - Ukiah

Present: Wulff Reinhold, DG, Erin Dunn IPDG; Kevin Eisenberg, Bob Rogers, DGE, Barbara Spangler, DGND, Kathy Flamson, DGD, Member at Large: Dana Moore, Kim McDonald District Secretary

Excused: Lori Bryer

Visitors: Dale Knight

Finance Committee Minutes:

1. Call to Order: The Finance Committee meeting was called to order by PDG Kevin Eisenberg at 9:03 AM.

It was M/S/P unanimously (Spangler /Dunn) to accept the Minutes from the January 7, 2017 meeting as submitted.

2. Finance Committee Report: See attached. It was M/S/P unanimously (Barbara/Rogers) to approve the Finance Report.
3. **Action Item:** Information to download 2017 Quick Books to Everyone from Barbara Barney.
4. Accounting Policies and Procedures: Things Changed, Budget and Finance Committee will meet on same day as Regular Board Meeting. Added wording: for Western Safari Debit Card, page 3. District Treasurer will also monitor YE Western Safari Bank Account activity. District Secretary will Invoice clubs based on RI#'s on each invoice for district dues. Under Reimbursement : Pre Approval all expenses , including travel, must be pre approved by the committee or event chair before reimbursement.
It was M/S/P unanimously (Rogers/Spangler) to resubmit the Accounting Policies and Procedures to the board for adoption As Amended on 02-25-2017.
5. Creation of an Audit Committee as discussed at the August Finance meeting

Action item Completed – DG Wulff will ask PDG Helaine Campbell if she will chair this committee. DG Wulff needed a motion to Accept Helanie Campbell to be Chair of the Audit Committee. It was M/S/P unanimously (Dunn/Flamson).

To Do: Bob Rogers will check with R/I about posting public info

At 10:16 M/S/P unanimously (Spangler/Moore) to close the Finance Committee Meeting.

District 5130 Board Minutes:

1. The District 5130 Board Meeting was called to order by DG Wulff Reinhold at 10:18 AM.
2. DG Wulff welcome Dale Knight and Kathy Flamson
3. Wulff Proposed to move the RFE Funding #7, Item 1 on the Agenda to the next item. M/S/P unanimously (Eisenberg/Dunn).

3A. RFE Funding: #7 Item 1

The original motion by Eisenberg and seconded by Rogers, but "tabled" at the November 19th board meeting reads as follows:

The District's position is that RFE is self funding by the outbound participants. The application fee will cover the inbound team's local transportation expenses and promotional expenses for the outbound team. Any overage would be refunded. A District Governor may provide funding for any inbound team to attend our DC.

After discussion, the original motion was amended to read:

"The district's position is RFE is self funded by the outbound participants. Participation fee may be collected to cover expected reciprocal expenses agreed upon by the two districts. All monies collected shall go directly to the District Treasurer and any unused funds will be reimbursed.

RFE chair may research projects and all proposals shall be brought to the governor for approval prior to accepting the RFE invitation."

Action Taken: M/S/P unanimously (Spangler/Rogers) to approved the motion as amended.

4. Secretary's Report

M/S/P unanimously (Rogers/Spangler) to accept the November 19th, 2016 Board Meeting minutes as amended.

Action Item Completed: M/S/P unanimously (Eisenberg/Rogers) to allocate \$1500 from the Governor's budget/contingency funds to cover the cost of joining the Ethics Initiative (this will give us access to all materials) and \$500 for anticipated expenses for training sessions.

Action Item Completed: It was M/S/P unanimously (Rogers/Spangler) the DGN will be the Governor's representative on the Youth Exchange and RYLA Board of Directors. Wulff will contact Carlton Nielsen, Lee Reposa and Pat Miller to advise them of this change.

Action Item Carried Over: It was M/S/P unanimously (Eisenberg/Spangler) Wulff will organize a sub group of Board members to develop an on going Operations Manual to further define and enhance the roles and responsibilities of the Rotary District Officers.

Action Item Completed: At Barb's request it was M/S/P unanimously (Eisenberg/Dunn) To add a discussion re: the format of Board Meeting Minutes to the agenda.

Action Item Completed: It was agreed there is a need to set a criteria for a decision to increase the match. Policy and procedures need to be put in place on this issue. Wulff to contact Frank Mayhew and to ask Jim Flamson and Jennifer Strong for input.

Action Item Completed: It was agreed the flow of the minutes needs to follow the agenda with Action taken to capture motions, votes and actions needed. It was also noted the agenda is needed no later than 3 days before the meeting.

Action Item Completed: It was agreed Wulff should talk to Michael Juric about moving District Advisory Committee chair to year 4 after DG year since he is the PDG affected.

5. Treasurer's Report

Treasurer's Report was in the Finance Committee Meeting it was M/S/P unanimously (Rogers/Moore) to approve the Report.

Accounting Policies and Procedures was in the Finance Committee Meeting. M/S/P unanimously (Rogers/Spangler) to approve the Accounting Policies and Procedures with the amendments approved during the Finance Committee Meeting

6. 2nd VP Report – DGN Barbara Spangler

Will post a Calendar in DACDB on the Admin Section

Districts 5130, 5160, 5190, 5000 will Chair the reception in Atlanta

Going to work with Erin Dunn on Public Image

Working with Kim on copies of the contracts for prior DC Conferences

7. 1st VP Report DGE Bob Rogers (See Attached)

8. Presidents Report –DG Wulff

Old Business:

Need to incorporate the 5th year as PDG being the DAC chair to the 4th year as PDG to be the DAC Chair, into the operations manual.

Insurance and District 5130 – not resolved – ask RI what they do

Bylaw Changes – Deferred

YE Changes: US Department of State requires all YE organizations that their banking has to be done by the district.

New Business:

Proposal for Capital Expenses for the District – already in the budget

Photo Backdrop \$900

Rotary Tablecloth \$250 each , \$1,000 total

It was M/S/P unanimously (Dunn/Spangler) approved.

9. Directors Reports:

IPDG Erin Dunn:

Question on District Membership, we are down in membership started with 2424 and we are now at 2400. We are working on getting new clubs.

Erin ask we add an Agenda Item : Look at the website for the next meeting

PDG Kevin Eisenberg

No Report

AG Lori

Not in Attendance

Dale Knight: RFE India

See attached report.

It was M/S/P unanimously (Dunn/Spangler) to adjourn at 12:21 PM

Next Board Meeting is on Saturday June 3rd, 9:00 AM Fairfield Inn, Ukiah

Respectfully Submitted:

Kim McDonald

Kim McDonald – District Secretary

REPORT TO ROTARY 5130

BOARD OF DIRECTORS

FEB 25, 2017

Rotary Uganda

After the RFE trip I met Rotarians from our District to visit District Rotary Foundation Grant projects. In Jinja we installed and dedicated the solar cooking panels for Lords Meade Vocational College. These panels will provide cooking for about 70% of the meals for 400 students and faculty. These will replace wood for the majority of cooking thus eliminating costs, smoke, and other pollutants.

This project was led by Barry Cogbill, RC of Santa Rosa East, and utilized technology seen demonstrated in India developed by Rotarians. I first saw the technology on my second visit to India D 3060. While in India on the RFE trip I mentioned to a young Rotarian what we're doing in Uganda and he wants to get engaged in Uganda. He also has a solar production business in China and a transportation company. He will be on the visiting RFE team in May/June. I'll introduce him to Barry and we'll skype with the DGE in Uganda who has a solar business.

We also visited Bukaleba, Rohnert Park-Cotati's village and 2 remote primary schools. We had provided textbooks and teacher guides to these schools a year ago. With these few additional resources, test scores have improved markedly. Barry and Julie also distributed "shoes that grow" at the 2 schools. Photos will be on facebook later.

We visited a farmer training program outside Lira, funded and sponsored by RC Sebastopol Sunrise and Barbara Barney. This is a quality project championed by an amazing Rotarian. Hellen Opio.

The most exciting news is the development and progress on the first D9211 (Uganda & Tanzania) Rotary Project Fair. This developed out of discussions I had with D 9211 leadership both in Seoul and in Uganda in June. DGE Ken has an excellent team working on the project fair which will be held in Entebbe. We're looking tentatively at Feb 8 – 10. Dates are subject to the availability of RIPN Sam Owori to be keynote speaker. There will be project presentations, booths, lunches, and dinners and cultural activities. After the fair 3 different safari options will be available: Murchison National Park, Queen Elizabeth National Park, and Bwindi for gorilla tracking. Registration forms will be available at Atlanta and thru the RI website. I'll invite all friends of Uganda and include reg forms. I'll also work with Howard Tours for logistics and payments.

4 – 5 Rotarian couples from India are very interested in attending. I'll invite some of our friends from Mexico and Ecuador as well. I'm hoping we'll have excellent representation from our District leadership due to our many and long standing relationships in Uganda.

It really is all about our relationships with Rotarians around the world.

YIRS,

Dale Ann Knight, D5130 International Service Chair

REPORT TO ROTARY 5130

BOARD OF DIRECTORS

FEB 25, 2017

RFE India 2017

As team leader I escorted 7 Rotarians to India D 3060 in January. We were met at Mumbai Airport by Rtn Bipin Chalejjed, first team leader for RFE visit to us and a dear friend.

We flew to Rajkot, stayed with families, visited Gir Forest to see the Asiatic lions, yes, several lionesses, and stayed at an eco-friendly tent camp. We visited the Rotary Dolls Museum (contributions from around the world) and saw 2 different school groups going thru to learn about the customs and dress of the countries of the world. We visited Gandhi's family home. We presented to the club. We visited a brand new temple, just opened and were interviewed for local TV as the first foreign visitors.

We then went to Jamnagar on the coast of the Arabian Sea. We visited a school for the deaf and hearing impaired. I expect to receive a proposal from them for a Global Grant. They teach sign, lip reading, and speaking in 2 languages as well as primary school subjects. Very impressive project. We also visited a bird sanctuary. We presented to the club. Then the train to Anand.

In Anand we presented to a joint club meeting, visited Amul Dairy, the 2nd largest in Asia. This dairy was started as a cooperative to empower and improve lives in the villages thru production of milk and other products. We also visited Ahmedabad to see Gandhi's ashram and museum.

On to Baroda and new friends there. Another presentation to clubs and visits to projects. We stayed with wonderful families who opened their homes to us as complete strangers and welcomed us into the family.

We went to Surat, stayed with families, attended the District Conference, visited the SRK Diamond Factory for a tour.

We went to Silvassa to stay for our last 2 nights. The team leader for their visit to us hosted us and showed us around before getting us to the airport.

Obviously, this travel log could become quite lengthy. We had a fantastic time with our friends, both new and old, and strengthened our relationships with D 3060. I expect we'll see a couple of Global Grant applications/proposals.

I will send separate recommendations to Greg Freitas for improving our selection of participants and our orientation of team members.

I encourage our District to continue this very strong relationship in Rotary going forward. (See my report on Uganda to see why this is so important).

YIRS,

Dale Ann Knight, D5130 RFE India Team Leader

DGE Report
District 5130 Board Meeting
Fairfield Inn, Ukiah, CA
February 25, 2017

Activities since last board report in November:

- DTA planning meetings commenced with the new year. Registration opened on February 7th with a total of 76 Members registered to date (Dinner vs DTA???)
- DG Interviews were held on January 7th, with the result being our new DGND Kathy Flamson sitting with us here today. Congratulations Kathy.
- District Budget & Finance Committee Meeting was also held on January 7th, immediately following DG Selection.
- Attended International Assembly January 15th to 21st. Came home with the flu, but other than that, it was a good week of Rotary Business and Learning.
- Final AG Training occurred at Valerie's home on January 22nd, so all 13 AG's are trained and ready to go.
- PrePETS South was held at Sally Tomatoes on February 4th with 26 PE's attending and PrePETS North was held at the Eel River Multigenerational Center on February 11th with 7 PE's attending. Both were well received and a lot of enthusiasm was displayed. The AG's have been charged with conducting individual training for those PE's who were unable to attend.
- Attended the Youth Exchange "Reveal Dinner" where outbounds find out which country they will be spending their next year in. Great energy in the room the whole night.
- This time next week I will be smack in the middle of PETS, after 9 months of planning and preparation. Wish me luck!

Rotary District 5130
Consolidated Budget
July 2016 - June 2017

PETS Presentation

	<u>Needs</u> <u>sumbers</u>	<u>District & District</u> <u>Governor 16-17</u>	<u>D G Elect 17-18</u>	<u>D G Nominee 18-19</u>	<u>Total Budget</u>
Income					
Club Assessment @\$45		108,000			108,000
District 5130 Conference					
Conference Assessment @\$10		24,500			24,500
District Conference Revenues		40,000			40,000
Total District 5130 Conference		64,500			64,500
District Events					
Foundation Dinner - North					
Foundation Dinner South					
Total District Events					-
District Training Assembly			20,000		20,000
RI Convention - Reception					
RI Subsidy		15,999	-	-	15,999
Total Income		188,499	20,000		208,499
Expenses					
District Committees					
Finance/Nominating/Board		3,000			3,000
Archives/Resolutions/History		200			200 Golden book
Awards		2,600			2,600 Primarily at DC
Extension	X	-			-
Foundation Administrative expenses		250			250
Annual Giving		250			250
Foundation Alumni		200			200
Grants Administration		250			250
Permanent Fund		250			250
G line meetings		700			700
Polio Plus committee		500			500
Public Relations	X	-			-
Total District Committees		8,200			8,200
DG/DGE/DGN Expenses					
Badges, banners, pins, coat		250	3,000		3,250
Gifts		500			500
Grants & Project Travel (FOB, EC, NID, etc)	X	-			-
International Convention		4,000	3,600	3,600	11,200
RI Convention - Hospitality Expense (net)		2,000			2,000
Other Hospitality		1,000			1,000
RI President Dinner		500			500
PETS		500	1,000		1,500
Transportation/lodging		11,500	1,500	400	13,400
Zone Institute/GNATS/GETS		3,000	4,800	4,800	12,600
Total DG/DGE/DGN Expenses		23,250	13,900	8,800	45,950
District Training					
Membership Seminars		500			500
Grants training	X	1,000			1,000 Ask Jim Flamson?
Dacdb training		2,000			2,000 Per Valerie & David McDonald

RU/IFL	1,000			1,000	
PETS	800	10,400		11,200	Bags, banners, AG registration
Pre-PETS		2,300		2,300	
AG training		1,600		1,600	
Foundation Seminars	1,000			1,000	
Fdn Sem - South					
Fdn Sem - North					
District Training Assembly	200	20,000	200	20,400	
Visioning training	500			500	
Zone Institute SIG & DRL & IPDG SAA	X 5,000			5,000	4 x \$1,000 each 2015
Total District Training	12,000	34,300	200	46,500	
District events					
District Conference	65,000	800	800	66,600	
Foundation Dinner					
Fnd Dinner - North					
Fnd Dinner - South					
Total District Events	65,000	800	800	66,600	
Special projects					
Rotary Friendship Exchanges	X -			-	How many?
Strategic planning sessions	X 5,000			5,000	
Total special projects	5,000			5,000	
District Administration					
Accounting/Quickbooks	4,500			4,500	
Bank Charges/ccard fees	600			600	
DACdb Software Fees	4,000			4,000	
District Directory	X -			-	
Web Page & maintenance	5,250			5,250	
District Secretary	3,000			3,000	
Milage/St. at Arms Travel	1,500			1,500	
Miscellaneous Admin	500		500	1,000	
Office Supplies	500			500	
Postage	100			100	
Tax Return	1,000			1,000	
Total General Administration	20,950		500	21,450	
District Reserves:					
Repay for DGE/DGN	38,805	(29,000)	(10,200)	(395)	Budgeted # DGE/DGN years
Restoration of Reserves - Budgeted	-			-	
Total to District Reserves	38,805	(29,000)	(10,200)	(395)	
RI Youth Program Committees					
District - Interact	1,000			1,000	Conference cost
District - Rotaract	2,000			2,000	Rotaract DG expenses
District - RYLA	-			-	No subsidy
District - Youth Exchange	2,500			2,500	Conference Subsidy
Total RI Youth Program Committees	5,500			5,500	
Total Expenses	178,705	20,000	-	198,705	
Net Operating Income	9,794	-	-	9,794	