

District 5130 Board of Directors and Finance Committee Meeting

November 19, 2016

Fairfield Inn - Ukiah

Present: Wulff Reinhold, DG, Erin Dunn IPDG; Kevin Eisenberg, Bob Rogers, DGE, Barbara Spangler, DGN, Member at Large: Lori Breyer (via phone), Dane Miller, Valerie Hulse, Acting Secretary

Excused: Kim McDonald District Secretary, Barbara Barney, Treasurer

Visitors: Peggy Rogers, Keith Schoenthal and Dale Knight

Finance Committee Minutes:

1. Call to Order: The Finance Committee meeting was called to order by DG Wulff Reinhold at 9:07 AM.

It was M/S/P unanimously (Rogers/Dunn) to accept the Minutes from the August 27, 2016 meeting as submitted.

2. Finance Committee Report: Deferred
3. Creation of an Audit Committee as discussed at the August Finance meeting

Action item – DG Wulff will ask PDG Helaine Campbell if she will chair this committee.

4. Accounting Policies and Procedures

Action Item: It was M/S/P Unanimously (Dunn/Rogers) to have a Finance Committee meeting on January 7, 2017 immediately following DG designate interviews.

Proposed Finance Committee Agenda items:

1. Policy on reimbursements for expenses at district events

- How line items get into the District Budget
- Special interest groups
- What can be funded by the District
- What can be funded at the club level

2. Inclusion of Grants into Audit Items

Additional agenda items should be submitted to Kevin by 12/30/16 and he will distribute to the entire board.

5. At 9:27 AM it was M/S/P unanimously (Rogers/Spangler) to close the Finance Committee Meeting and open the District 5130 Board Meeting.

District 5130 Board Minutes:

1. The District 5130 Board Meeting was called to order by DG Wulff Reinhold at 9:27 AM.
2. DG Wulff introduced two guests, Keith Schoenthal and Dale Knight.
3. M/S/P unanimously (Eisenberg/Spangler) to accept the August 27, 2016 Board Meeting minutes as amended. The DGE's report was not attached when the minutes were distributed. The August report will be attached to these minutes.
4. Treasurer's Report: Deferred
5. Ethics Committee Report – Keith Schoenthal. See attached report

Action taken: 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.

Train the Trainer sessions will be held in the District. District Trainer Kevin Eisenberg will work with Keith to implement the program in the District.

6. 2nd VP Report – DGN Barb Spangler reported GNATS training was excellent. One point made clear is the DG is responsible for everything that happens in the District. Barb would like to get more of a relationship and collaboration with Youth Exchange and RYLA.

Action taken: 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 taken: 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.

7. 1st VP Report – DGE Bob Rogers (See attached – both August and November reports.)
8. President's Report DG Wulff

9. Old Business

- Insurance and District 5130 – not resolved
- Bylaw changes – Deferred
- YE Changes – fingerprints on line – issued not resolved

10. New Business

1. Board Meeting Minutes format

Action taken: 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.

2. RFE Funding

Action taken: It was M/S/P unanimously (Eisenberg/Rogers) to adopt the following Policy Statement: " The District's position is the RFE is self funding by the outbound participants participation. The DG may elect to provide funding for the IB teams to attend District Conference. The amount of the application fee will be determined by the committee based on estimated costs. Any overage will be refunded.

3. DDF Request for 2:1 match – Frank Mayhew's Keeping Girls in School Project

Action taken: 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.

- Format of Board Meeting Minutes

4. Format of Board Meeting Minutes

Action taken: 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.

11. Director Reports

- Erin Dunn: IPDG Erin would like to have time management added to the agenda – she is willing to be the time keeper.
- Erin Dunn: Change DACC responsibility from year 5 to year 4 after DG year for PDGs

- **Action taken:** 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.
- Kevin Eisenberg: PDG Kevin will participate with the Foundation strand at Zone – he also requested the board to think about who to invite to Zone next year – what district role would benefit by attending zone.
- Lori Breyer: AG Lori reported the Foundation and Membership Seminars North were well received. Presidents are looking for ideas on wording to revise Bylaws based on COL changes as advised at the seminar.

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

Next Board Meeting is on Saturday, February 25, 2017

Respectfully Submitted:

Valerie Hulsey

Valerie Hulsey, Acting Secretary