

**DISTRICT 5130 SPECIAL BOARD OF DIRECTORS
AND FINANCE MEETING**

Saturday, May 18, 2013
Juric Residence
304 Jessie Court, Windsor CA 95492

MINUTES

Board Members:

Present: DG Michael Juric, PDG Jim Flamson, PDG Maureen Merrill, DGE Helaine Campbell, Member-at-Large: Bert Campton.
By conference call: DGN Kevin Eisenberg and Member-at-Large Erin Dunn, DGND.
Non-voting Members: Leonard LaBranche, District Treasurer, and Carolyn Anderson, District Secretary.

Absent: PDG Kirk Brown.

Quorum Yes

Guests: Kim McDonald

Proceedings:

The special, joint meeting, of the Rotary District 5130 Board of Directors and Finance Committee, was called to order at 9:03 a.m. by DG Michael Juric.

Finance Report – Leonard LaBranche, Treasurer

There is currently a balance of \$20,054 in the reserve account. PDG Maureen Merrill has a few checks to write and \$15,903 cash in the bank. DG Juric has \$30,932 cash in the bank. DGE Campbell has \$15,146 cash in the bank, with \$700 due back from Everbrite, after which, the account from Everbrite will be closed out for this year. DGN Eisenberg has \$1,121 remaining in the bank.

The Santa Rosa Club is requesting a copy of the district financials and a rationale for raising dues. DG Juric will speak with their board of directors. DGE Campbell will forward her notes and relevant correspondence to Juric. DGE Eisenberg is willing to provide information about how the subcommittee came to the decision to raise dues. This is the first increase in 10 years. With incorporation, the district has established a stronger business model. The district financial reports are public knowledge and will be posted on the district website. It is intended that an open dialog be kept where clubs have the opportunity to question the operation of the district.

PDG Merrill raised the issue that Youth Exchange has no travel budget and the cost is approximately \$1000. AG's require reimbursement for travel. She suggested these issues be addressed in the future.

LaBranche noted that various emergencies have occurred, in each of the past three

years, which have drained the Emergency Fund. According to the Bylaws, the district must carry 50% of the previous year's operating income from per capita dues (\$55,000) in this account. Currently, there is a shortfall of \$35,000.

Interact Camp – Michael Juric, DG

The current Interact Chair entered into a contract with Alliance Redwood (Armstrong Woods) for the Interact Camp to be held May 3rd. Since three people had registered two weeks prior to the event, the camp was canceled. The contract with District 5130 required that the \$12,000 contract have two signatures since it exceeded \$10,000. However, only the Chair's signature was on the contract. Alliance Redwood proposed the District pay an additional \$2000 deposit since the cancellation fee was 25% of the total rental for the camp. Paying the cancellation fee will serve to hold the camp for rescheduling, with new dates to be proposed, for the next Rotary year. March appears to be a better time in the academic calendar to schedule this camp. Currently, there is \$1,000 in the district Interact account that can be used toward the deposit. The Interact Chair holds an additional fund that can be accessed for this purpose.

Discussion suggested that, in the future, the sponsoring Rotary Clubs be responsible for paying the cost for Interact Campers. The Club may choose to collect from the campers, or suggest the Interact students raise the funds to cover the cost of camp.

It is necessary to reemphasize that no contracts can be signed, that encumber district funds, without the signature of the DG and approval from the Board of Directors. Any contract over \$10,000 requires two signatures. In the future, if there is a cancellation date stated in a contract, and registration is not forthcoming, the event must be canceled prior to losing the cancellation fee.

All committee funds need to be submitted to the District as stated in the Bylaws. All district committees were notified one and one-half years ago of this fact. Follow-up is needed.

Action: DG Juric will contact the Interact Chair regarding the payment of the cancellation fee for Alliance Redwood.

- **M/S/P (Eisenberg/Flamson) To pay the additional \$2000 cancellation fee to Alliance Redwood, first from district Interact Club funds, then from any other account held for or by Interact, with any remaining balance to come from District Reserve Fund.**
- **M/S/P (Merrill/ Campbell) To appoint Leonard LaBranche as Treasurer and Kim McDonald for Secretary for 2013-14.**

DG Reports

DG Juric noted that the District Conference is two weeks away. Simplified Grants, from PDG Brown's year, have been closed. The Santa Rosa Evening Club (New

Generations) has been an outstanding club this year. The incoming president has assumed office early.

DGE Campbell requested, in preparation for the August board meeting, that board members take a look at other non-profits to see what their board responsibilities are and be ready to discuss this topic. The meeting site in Ukiah has been reserved for August. Linda Sinkay will become the new Lt. Governor, and Anita Parker will become Assistant Governor. John Gray will be the liaison to district committees. Marilyn Lira will be the Assistant Chair for Interact. The Finance Committee will require three Past District Governors, who she will appoint prior to July 1. Member-at-Large Campton will return for 2013-14, and she will appointment a second Member-at-Large by July 1.

DGN Eisenberg reported that his budget should end with a small surplus, and the dates have been changed for registering for the International Conference in Lisbon. Twenty-one clubs are now qualified for the new grant model and another four or five will be qualified by the end of the week.

PDG Fullerton stated that the Nominating Committee has not met, and its structure needs to be decided. He will discuss this issue with DG Juric.

Meeting Adjourned:

- **M/S/P (Campton/Eisenberg) to adjourn the meeting at 10:11 a.m.**

Respectfully submitted,
Carolyn Anderson
District Secretary