

Sunrise Rotary Board Meeting July 11th, 2019 7:30am - 8:30am Hulbert Supply 2019-2020 Board

Past President - Doug

2nd V. President - Jeff

Sargent - Jack

President - Libby

Secretary - Roger

At Large - Allison

President-elect - Sue

Treasurer - Jessica

At Large - Michelle

Consent Agenda:

- Minutes of the previous meeting
- Treasurer's Report
- Attendance & Membership Reports
 - Kathy Snow @ Next Club assembly
 - Andrew Brockway - Membership Inquiry Form

Calendar of Meetings/Events:

- 8/13 7:30 am @Perkins - Mike Carpenter MHAB
- 8/20, 7:30 am @CVPH Club Assembly
- 8/27, 7:30 am @Perkins - April LaValley Cancer Screening
- 9/03, 7:30 am @Perkins -
- 9/10, 7:30 am @Perkins-
- 9/10 5:00 pm @St.Peters Soup Kitchen
- 9/12, 7:30 am @Hulbert Supply - Board Meeting
- 9/17, 7:30 am @CVPH - Club Assembly
- 9/24, 7:30 am @Perkins - District Governor Visit

New Business:

- Mayor's Cup - Joanne and Kjell

Old Business:

- Location to store stuff - Jim Snook
- Clean up day - still need substrate
- Rotary Signage - Jack Helfgott proposed design
- Service Committee - TBD

Sunrise Rotary Club of Plattsburgh, NY Inc.

Board Meeting – July 11, 2019

Minutes

Present: Doug Kashorek, Michelle Senecal, Roger Black, Libby Queguiner, Sue LeBlanc Durocher, Jessica Kline, Jeff Prescott

Meeting:

President Queguiner called the meeting to order. The minutes of the June Board and Treasurer Report were approved on a motion by Sue LeBlanc Durocher with a second provided by Roger Black.

Membership/Attendance Report – Roger Black reported that the committee met last week and the membership documents are being updated on the website. The move from red to blue badge section will be updated. Attorney Andrew Brockway has expressed an interest in rejoining Sunrise Rotary. He was a member several years ago and resigned his membership to go to law school. There was some concern from Board Members about Mr. Brockway's arrest earlier this year. Sue LeBlanc Durocher, Jeff Prescott and Libby Queguiner met with Mr. Brockway on July 10 at Perkins and all felt that Mr. Brockway addressed their concerns. Mr. Brockway is very interested in Rotary's international work. He will need to fill out the application and get a sponsor. We need to do Kathy Snow's induction ceremony and Nicole Buck needs to do her new member talk.

The Attendance Report had nothing exceptional to report. We need to create an Engagement Committee to keep track of who is falling below on attendance. Jeff Prescott and Roger Black agreed to serve on this committee. If a member is falling below on attendance, an email will be sent to them when they miss three or more meetings. We need to decide what to do with members who pay dues but don't attend meeting. Members don't know what the attendance requirements are and what constitutes a makeup. We will talk about attendance requirements at next week's club assembly meeting. It is important for members to know what time expectations are in terms of attendance as it affects the amount of money we pay to Perkins. The Board discussed whether or not we should charge a late fee for those members who pay their dues after the July 31st due date. On a motion by Doug Kashorek, seconded by Sue LeBlanc Durocher, the Board agreed to charge a \$15 per month late fee. This will be mentioned at next week's Club Assembly meeting and also e-mailed to those not in attendance.

Calendar of Meetings/Events

- 7/16, 7:30 a.m. Club Assembly at CVPH
- 7/23, 7:30 a.m. @ Perkins: John – Kenya
- 7/30, 5:00 p.m. No meeting, BBQ at Dahlsens
- 8/6, 7:30 a.m. Field Trip to Meadowbrook – no meeting at Perkins

Discussion

- On a motion by Sue LeBlanc Durocher, seconded by Roger Black, James Snook will be removed from Sunrise's checking account and Libby Queguiner added on.

Sunrise Rotary Club of Plattsburgh, NY Inc.

●Libby will follow-up with Jim Snook about the possible storage area that he mentioned at last month's meeting.

●Clean Up Day – Kathy Duley and Joanne Dahlen have scheduled a cleanup day on Saturday, July 27 at the Max Moore Tree House and the Wilcox Dock Pavilion. Rotary has some money in our budget to assist with the cleanup. We will work closely with Kevin Farrington from the City of Plattsburgh on these projects. We need to add a maintenance account under “reserve” on our financial report to help maintain projects. As well, a group should be formed to look at all of Sunrise's project and what is needed to maintain them.

●Signage – Jack Helfgott, Noon Rotary's Immediate Past President, is having his sign designer create a vinyl sticker with Rotary's website that can be put on the signage. We do need better signage at Perkins both at the entrance and also near the elevators. Jeff and Sue may have sandwich board type signs that we can use.

●Maxine Perry is chairing the Speakers Committee. Roger will see about adding a tab to our website for potential speakers to go to sign up if interested in speaking at one of our meetings. A possible speaker might be the Boy Scout who attended the recent RYLA meeting.

●Board discussed possibly creating a Service Committee which would be tasked with looking for smaller community projects we can assist with. Libby will talk with Kathy Snow to see if she is interested in serving on this committee. At next week's club assembly meeting, we will see if there are other members who might want to serve as well.

●Tom Defayette has an idea for a grant project. Grant training takes place in September.

On a motion by Doug Kashorek and seconded by Jeff Prescott, the meeting was adjourned at 8:34 a.m.

Plattsburgh Sunrise Rotary Treasurer's Report

July 31, 2019

Assets

Cash on Hand (Change for Raffle/Foodshelf)	\$	100.00
Checking Account - GFNB **	\$	463.77
Checking Account - Community Bank	\$	26,553.51
Savings Account - Community Bank*	\$	26,965.91
Total Checking & Savings	\$	54,083.19
Fixed Assets		
Projector/Screen/Stand	\$	500.00
Total Assets	\$	54,583.19

Liabilities

50/50 Raffle 7/31/19	\$	282.50
Foodshelf	\$	547.00
Paul Harris Fellow Award - Community Member	\$	500.00
Total Liabilities	\$	1,329.50

*Community Bank includes \$3000 for the Pavilion Project

Plattsburgh Sunrise Rotary Treasurer's Report

July 31, 2019

Expenses since June 30, 2019 Report

Russell Hampton (Member Badges)	\$	16.02
ClubRunner (Website)	\$	675.40
Perkins Restaurant 7/9	\$	390.00
Perkins Restaurant 7/23	\$	390.00
Payson & Stoughton - MC Trophy	\$	1,166.40
Joanne Dahlen (MC Tent Reimbursement)	\$	300.00
Fitzpatrick Cancer Center (Jack Fisher)	\$	50.00
Hospice of the North Country (Jack Fisher)	\$	50.00
Loreman's (MC T-Shirt & Relay T-Shirt)	\$	146.10
Rotary International (Semi-annual Dues)	\$	1,988.63
Kjell Dahlen (Postage & Supplies MC)	\$	548.80
Naked Turtle	\$	1,652.00
Russell Hampton (Plaque & Banner)	\$	48.35

Annual Membership Dues

Members Billed	42
Members Paid	29
% Collected thru 7-31-2019	69%

SUNRISE ROTARY

Final Budget 2019-2020

	2019-2020	2019-2020
	Final Budget	Actual YTD
	Jul '19 - Jun 20	Jul '19 - Jul '19
Income		
4000 · Member dues	\$6,000	\$3,580
4010 · Mayor's Cup	\$4,405	\$538
4024 · Raffle Ticket Sales	\$8,000	\$0
4037 · Honey Sales	\$0	\$50
4026 · Donations	\$0	-\$100
4040 · 50/50 Raffle, Fines	\$1,000	\$72
4041 · World Polio Day	\$2,500	\$830
4100 · Interest income	\$50	\$0
Total Income	\$21,955	\$4,970
Expense		
4050 · Holiday Party/Annual Dinner	\$200	\$0
4060 · Paul Harris Award	\$1,540	\$0
5000 · Charitable donations & projects	\$4,000	\$0
5001A · St. Peter's Soup Kitchen	\$500	\$0
5002 · Membership Committee	\$250	\$16
5003A · World Polio Day Expense	\$200	\$0
5003B · World Polio Day Donation	\$2,500	\$0
5003C · Speaker Foundation Donation	\$400	\$0
5004 · Literacy Challenge	\$600	\$0
5005 · International Service Donations	\$6,000	\$0
5007 · Youth Exchange	\$1,000	\$0
5009 · ARC Festival of Trees	\$200	\$0
5010 · Dues	\$6,000	\$1,989
5011 · RYLA	\$225	\$0
5012 · Sponsorships Community Events	\$0	\$0
5013 · Outdoor Art Project	\$1,000	\$0
5014 · Meeting Room Expenses	\$2,275	\$139
5015 · Miscellaneous	\$2,000	\$163
5023 · Bank Service Charges	\$100	-\$1
5025 · Conference expense	\$600	\$0
5030 · Supplies	\$250	\$0
5035 · Insurance	\$525	\$0
5040 · Postage	\$146	\$0
5045 · Website	\$750	\$675
Total Expense	\$31,061	\$2,980
Net Income	-\$9,106	\$1,990

SUNRISE ROTARY

Profit & Loss Prev Year Comparison

July 2019

	Jul 19	Jul 18
Income		
4000 · Member dues	3,580.00	945.00
4010 · Mayor's Cup		
4021 · Mayor's Cup 2018 - Income	0.00	6,676.00
4021A · Mayor's Cup 2018 - Expense	0.00	-2,519.80
4022A · 2019 Mayor's Cup Income	4,243.00	0.00
4022B · 2019 Mayor's Cup Expense	-3,705.05	0.00
Total 4010 · Mayor's Cup	537.95	4,156.20
4026 · Donations	-100.00	0.00
4038 · Honey Sales	50.00	0.00
4040 · 50/50 Raffle, Fines	72.00	40.00
4041 · World Polio Day		
4041A · World Polio Day Sponsorship	830.00	0.00
Total 4041 · World Polio Day	830.00	0.00
4100 · Interest income	0.00	5.71
Total Income	4,969.95	5,146.91
Expense		
4060 · Paul Harris Award/Annual Dinner	0.00	88.00
5002 · Membership Committee	16.02	0.00
5010 · Dues	1,988.63	1,886.01
5012 · Sponsorship - Community Events	0.00	750.00
5014 · Meeting Room Expenses	139.00	0.00
5015 · Miscellaneous	162.60	0.00
5023 · Bank Service Charges	-1.23	5.42
5030 · Supplies	0.00	16.20
5045 · Website	675.40	675.40
66900 · Reconciliation Discrepancies	0.00	0.00
Total Expense	2,980.42	3,421.03
Net Income	1,989.53	1,725.88

3:30 PM

08/06/19

Accrual Basis

SUNRISE ROTARY
Balance Sheet
As of July 31, 2019

	<u>Jul 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking - Glens Falls National	463.77
1010 · Checking - Community Bank	26,553.51
1020 · Savings	26,965.91
Total Checking/Savings	<u>53,983.19</u>
Other Current Assets	
12001 · Cash Drawer	100.00
Total Other Current Assets	<u>100.00</u>
Total Current Assets	<u>54,083.19</u>
TOTAL ASSETS	<u>54,083.19</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2007 · Paul Harris Award - Community	500.00
2010 · 50/50 Raffle	282.50
2015 · Food Shelf	547.00
Total Other Current Liabilities	<u>1,329.50</u>
Total Current Liabilities	<u>1,329.50</u>
Total Liabilities	<u>1,329.50</u>
Equity	
32000 · Unrestricted Net Assets	50,764.16
Net Income	1,989.53
Total Equity	<u>52,753.69</u>
TOTAL LIABILITIES & EQUITY	<u>54,083.19</u>

Customized Attendance Report

Date Range: Jun 01, 2019 To Jul 31, 2019

Name	Jun 04, 2019	Jun 11, 2019	Jun 18, 2019	Jun 25, 2019	Jul 09, 2019	Jul 16, 2019	Jul 23, 2019	Jul 30, 2019	%	Current Type	Notes
Alterie, Yvonne		✓	✓						25.00 %	Active	
Arnone, Joel					—	—	—	—	0.00 %	Ex Member	
Black, Roger	M	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Brown, Jack	✓	✓		✓			✓	✓	100.00 %	Active	Exempted Members Aug 24, 2015
Buck, Nikki	M		✓	✓	✓	✓	✓		75.00 %	Active	
Carpenter, Herb	✓	✓		✓	✓	M			62.50 %	Active	
Clark, Rick					—	—	—	—	0.00 %	Ex Member	
Dahlen, Joanne	✓	✓	✓	✓	M	✓	✓	✓	100.00 %	Active	
Dahlen, Kjell	M	✓	✓	✓	M	✓	✓	✓	100.00 %	Active	Exempted Members Aug 24, 2015
DeFayette, Tom	M	✓	M	✓	✓	✓	✓		87.50 %	Active	
DeSnyder, Jake	✓			✓	M		✓	M	100.00 %	Active	Exempted Members Aug 24, 2015
Duley, Kathy	✓	✓		✓	✓	M	✓		100.00 %	Active	Exempted Members Feb 02, 2017
Total: 46 members											

Name	Jun 04, 2019	Jun 11, 2019	Jun 18, 2019	Jun 25, 2019	Jul 09, 2019	Jul 16, 2019	Jul 23, 2019	Jul 30, 2019	%	Current Type	Notes
Snook, James	✓	M	✓	✓		✓	✓		75.00 %	Active	
Snow, Kathy	✓		✓		✓			✓	50.00 %	Active	
Sterling, Joan		✓	✓		✓	M			50.00 %	Active	
Tourville, Aaron									0.00 %	Active	Leave of Absence Jun 13, 2019 - Sep 12, 2019
Watson, DJ Watty					–	–	–	–	0.00 %	Ex Member	
Whitbeck, PJ	✓	✓		✓			✓		50.00 %	Active	
Woodward, Fred									100.00 %	Active	Exempted Members Aug 24, 2015
Total: 46 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.

Membership Report

Sunrise Rotary Club of Plattsburgh

Date: 8/8/19

Total membership: 42

Non-exempt: 31

Exempt: 10

Requesting Inactivation: 1

Name: Aaron Tourville

Reason: Business no longer paying membership dues

Inquiring of membership:

Name: Andrew Brockway

Member Engagement Report

Sunrise Rotary Club of Plattsburgh

Date: 8/8/19

Report prepared by: Roger Black

Member Engagement Concerns:

- **Yvonne Alterie** — Has missed numerous consecutive meetings although several of those meeting were actually social events. Is not participating in any committee work. I've asked Joanne to contact Yvonne or suggest someone else to do so.
- **TJ McKinnon** —Has missed several consecutive meetings and is not participating in any committee work. Who should contact TJ?
- **Shirley O'Connell**

Overall concerns:

- For our newer members, have mentors been assigned? If not mentors, who are their sponsors? They should be listed in ClubRunner.
- For our newer members, have they all been assigned to committees? I think this is important in order to get them engaged in the club.