



JANUARY IS VOCATIONAL SERVICE MONTH



Board Meeting Agenda

January, 13 2022

- I. Call to Order**
- II. Approval of minutes from last meeting**
- III. Approval of Treasurer's Report**
- IV. Small Contributions committee requests?**
- V. Membership Committee (Cara Teeple?)**
 - a. New members onboarding?**
- VI. Mayors Cup Beach Festival Committee (Sue)**
- VII. Ways to improve Zoom meetings? (on the spot polls, breakout rooms?) Back to Hybrid format when?**
- VIII. Annual meeting and election of officers Tuesday**
- IX. Fellowship events?**
- X. 501c(4) designation, convert to 501c(3)**
- XI. Bi-weekly meeting steps for club?**
- XII. Old Business -**
- XIII. New Business**
- XIV. The passcode for Lucinda Storage has been reset. 704082#**
- XV. Adjourn**

Sunrise Rotary Club of Plattsburgh, NY Inc.

Board Meeting – December 9, 2021

Minutes

Present: Jeff Prescott, Jessica Kline; Jim Snook, Michelle Senecal; Kathy Snow, Sue LeBlanc Durocher, Tom Defayette; Roger Black, Eric McDowell

Meeting - President Prescott called the meeting to order and asked if there were any corrections to the November meeting minutes. The date for the holiday party was wrong in the minutes. It will be corrected to December 7. There being no other changes or corrections, the November minutes were approved on a motion by Sue LeBlanc Durocher and seconded by Eric McDowell. All voted in favor.

Treasurer's Report – Jessica Kline reported that the financials are doing well. We spent \$116 on candy for the October Trunk or Treat event and \$54 for the holiday parade. We are \$79 ahead in terms of paying MHAB. Board made the decision to cancel December 28 weekly meeting due to the Christmas holiday. The December meeting dates were shared with Trevor. On a motion by Jim Snook and seconded by Sue LeBlanc Durocher, the Treasurer's Report was approved. All voted in favor.

Rotary Signs – Yipes is working on the signs. Six signs are ordered at a cost of \$225. The signs will have a QR code instead of times and locations of meetings as these change.

Program Committee Report –The microphone issue is ongoing.

Small Contributions Committee – Received a request from 100 Margaret Street (mental health awareness organization) for \$500 to purchase a tent for outside activities.

Membership – Colleen Downs is the sponsor for possible new member Kara Tebolt who is a local realtor. Kara hasn't filled out an application yet. As part of the onboard process, Kathy Eppler will be the mentor for Ann Csorny. Maxine Perry needs to be deactivated.

Mayor's Cup 2021 – Sue and Nikki met with Courtney Meisenheimer, Events Manager for the City of Plattsburgh. The City has Mayor's Cup on the calendar for 2022. There won't be free parking but the City will give us a 50% discount for parking.

Holiday Party – Our holiday party was held on Tuesday, December 7 at LivinGoods restaurant in Peru. The cost was \$1,100 which paid for 25 – 22 attended. Those members who signed up but didn't attend all paid.

Annual Meeting & Election of Officers– The December 14 meeting will be the club's Annual Meeting. At this meeting the financial statement will be given to members as well as the slate of officers for 2022/2023 year will be presented. The election of officers will be postponed until January as there needs to be 30 days from the time the slate of officers are presented until the election.

501c(4) vs. 501c(3) – Sunrise Rotary is a 501c(4) which is the designation for humanitarian organizations. If we were a 501c(3) we would be a charitable organization and would be able to be listed on Amazon as an organization that takes donations. Jessica will check with a CPA to see what is involved in switching.

Bi-Weekly Meeting Format – More discussion needs to be held on our meeting format.

Sunrise Rotary Club of Plattsburgh, NY Inc.

Club Goals – Eric McDowell is the 2022/2023 incoming President. Eric and Jeff will meet to discuss club goals. Nikki will need to be involved too as she is in line to become President after Eric.

International Committee – Tom Defayette would like to be put on the agenda for a meeting in February to discuss the work of the International Committee. We have \$1,000 budgeted for the Mission of Hope. Tom will contact the Program Committee to get on a meeting agenda.

Old Business –

On a motion by Jim Snook and seconded by Roger Black the meeting was adjourned.

Plattsburgh Sunrise Rotary Treasurer's Report

December 31, 2021

Assets

Cash on Hand (Change for Raffle/Foodshelf)	\$	100.00
Checking Account - GFNB **	\$	325.77
Checking Account - Community Bank	\$	28,725.47
Savings Account - Community Bank*	\$	27,044.87
Total Checking & Savings	\$	56,196.11
Fixed Assets		
Projector/Screen/Stand	\$	500.00
Total Assets	\$	56,696.11

Liabilities

50/50 Raffle 12/31/2021	\$	87.50
Paul Harris Fellow Award - Community Member	\$	1,500.00
Total Liabilities	\$	1,587.50

*Community Bank includes \$3000 for the Pavilion Project

Plattsburgh Sunrise Rotary Treasurer's Report

December 31, 2021

Expenses since November 30, 2021 Report

Living Goods Restaurant	\$	1,120.00
Russell Hampton (Badges)	\$	16.75
MHAB 12/14 Mtg	\$	164.97
North Country Mission of Hope (Int'l Service)	\$	1,000.00

Actual Meeting Room Revenue thru 12/31	\$	3,334.00
Actual Meeting Room Charges thru 12/31	\$	3,183.20
Net Profit/(Loss)	\$	150.80

Annual Membership Dues	
Members Billed	32
Members Paid	29
% Collected thru 12-31-2021	91%

Profit and Loss

Plattsburgh Sunrise Rotary Club

Date Range: Jul 01, 2021 to Dec 31, 2021

ACCOUNTS		Jul 01, 2021 to Dec 31, 2021
Income		
Donations, 50/50, Happy \$\$		\$233.00
Holiday Event		\$445.75
Interest Income		\$6.82
Mayor's Cup		\$8,333.40
Meeting Room Revenue		\$3,334.00
Member Dues		\$4,647.50
Total Income		\$17,000.47
Total Cost of Goods Sold		\$0.00
Gross Profit		\$17,000.47
As a percentage of Total Income		100.00%
Operating Expenses		
Annual Dues		\$2,511.70
Bank Service Charges		\$25.36
Charitable Donations & Projects		\$321.03
Holiday Event		\$1,120.00
International Service Donations		\$2,000.00
Mayor's Cup Expense		\$1,000.00
Meeting Expenses		\$119.92

Operating Expenses	
Meeting Room Expense	\$3,018.23
Miscellaneous Expenses	\$264.25
Postage	\$146.00
Supplies	\$43.15
Website Expenses	\$640.00
Youth Exchange	\$100.00
Total Operating Expenses	\$11,309.64
Net Profit	\$5,690.83
As a percentage of Total Income	33.47%

Balance Sheet

Plattsburgh Sunrise Rotary Club

As of Dec 31, 2021

ACCOUNTS	Dec 31, 2021
Assets	
Cash and Bank	
Community Bank Checking	\$28,725.47
Community Bank Savings	\$27,044.87
Glens Falls National Checking	\$325.77
Petty Cash	\$100.00
Total Cash and Bank	\$56,196.11
Other Current Assets	
Total Other Current Assets	\$0.00
Long-term Assets	
Total Long-term Assets	\$0.00
Total Assets	\$56,196.11
Liabilities	
Current Liabilities	
50/50 Raffle	\$87.50
Food Shelf Donations	\$216.00
Paul Harris Award Community	\$1,500.00
Total Current Liabilities	\$1,803.50
Long-term Liabilities	
Total Long-term Liabilities	\$0.00
Total Liabilities	\$1,803.50

Equity	
Retained Earnings	
Profit for all prior years	\$48,701.78
Profit between Jul 1, 2021 and Dec 31, 2021	\$5,690.83
Total Retained Earnings	\$54,392.61
Total Equity	\$54,392.61

SUNRISE ROTARY

Budget 2020-2021

	2021-2022 Final Budget	2021-2022 Actual YTD
	Jul '21 - Jun 22	Oct '21
Income		
4000 · Member dues	\$5,250	\$4,648
4010 · Mayor's Cup	\$4,000	\$8,333
4024 · Raffle Ticket Sales	\$3,000	\$0
4028 · Community Sale Fundraiser	\$4,000	\$0
4026 · Fundraiser/Donations	\$1,000	\$0
4027 · Meeting Room Revenue	\$0	\$3,334
4036 · Polio Plus Raffle	\$750	\$0
4039 · Holiday Dinner	\$0	\$446
4040 · 50/50 Raffle, Fines	\$1,500	\$233
4100 · Interest income	\$15	\$7
Total Income	\$19,515	\$17,000
Expense		
4050 · Holiday Party/Annual Dinner	\$0	\$1,120
4060 · Paul Harris Award	\$1,540	\$0
5000 · Charitable donations & projects	\$3,000	\$321
5001A · Soup Kitchen/Foodshelf	\$500	\$0
5002 · Membership Committee	\$500	\$0
5003A · Polio Fundraiser	\$250	\$0
5003B · Foundation Committee	\$100	\$0
5003C · Speaker Foundation Donation	\$350	\$0
5005 · International Service Donations	\$4,000	\$2,000
5006 · Mayor's Cup Expense	\$1,000	\$1,000
5007 · Youth Services	\$50	\$100
5009 · ARC Festival of Trees	\$200	\$0
5010 · Dues	\$4,750	\$2,512
5011 · RYLA	\$250	\$0
5012 · Sponsorships Community Events	\$500	\$0
5013 · Outdoor Art Project	\$1,000	\$0
5014 · Meeting Room Expense	\$500	\$3,018
5015 · Miscellaneous	\$500	\$384
5023 · Bank Service Charges	\$50	\$25
5025 · Conference expense	\$600	\$0
5030 · Supplies	\$250	\$43
5036 · Accounting	\$500	\$0
5040 · Postage	\$150	\$146
5045 · Website	\$750	\$640
Total Expense	\$21,290	\$11,310
Net Income	-\$1,775	\$5,691

Customized Attendance Report

Date Range: Nov 01, 2021 To Dec 31, 2021

Name	Nov 02, 2021	Nov 09, 2021	Nov 16, 2021	Nov 30, 2021	Dec 14, 2021	Dec 21, 2021	%	Current Type	Notes
Black, Roger	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Brown, Jack							100.00 %	Active	Exempted Members Aug 24, 2015
Buck, Nikki	M	✓			✓	✓	66.67 %	Active	
Csorny, Ann	—	—	—	✓	✓	✓	100.00 %	Active	
Dahlen, Joanne	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Dahlen, Kjell	✓						100.00 %	Active	Exempted Members Aug 24, 2015
DeFayette, Tom	✓	✓		✓	✓	✓	83.33 %	Active	
DeSnyder, Jake			✓				100.00 %	Active	Exempted Members Aug 24, 2015
Downs, Colleen	✓	✓	✓		M		66.67 %	Active	
Duley, Kathy	✓		M		✓	✓	100.00 %	Active	Exempted Members Feb 02, 2017
Dumas, MacKenzie		✓		✓			33.33 %	Active	
Eppler, Kathy	✓	✓	✓		✓	✓	83.33 %	Active	
Fisher, Connie	M	✓	✓	✓			66.67 %	Active	
Giltz, Randy	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Grindle, Bruce							100.00 %	Active	Exempted Members Aug 24, 2015
Hulbert-Bruce, Allison		✓		✓			33.33 %	Active	

Total: 32 members

Name	Nov 02, 2021	Nov 09, 2021	Nov 16, 2021	Nov 30, 2021	Dec 14, 2021	Dec 21, 2021	%	Current Type	Notes
Kalil, Michele	✓		✓	✓	✓	M	83.33 %	Active	
Kline, Jessica	✓	✓	✓	✓	✓	M	100.00 %	Active	
LaBombard, Tom	✓	✓	✓		✓	✓	100.00 %	Active	Exempted Members May 01, 2016
LeBlanc-Durocher, Susan	✓	✓	M	✓		M	83.33 %	Active	
Loreman, Thom		✓			✓		33.33 %	Active	
Loreman, Thomas							0.00 %	Active	
McDowell, Eric	✓	✓	✓	✓	✓	M	100.00 %	Active	
Perry, Maxine							0.00 %	Active	
Prescott, Jeff	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Queguiner, Libby		✓	M	✓	✓		66.67 %	Active	
Robert, Adam	✓		✓	✓	✓	✓	83.33 %	Active	
Senecal, Michelle	M	✓	M	✓	✓	✓	100.00 %	Active	
Snook, James	✓	✓		✓	✓	M	83.33 %	Active	
Snow, Kathy	✓	✓	M	✓	✓	M	100.00 %	Active	
Sterling, Joan	✓	✓	✓	✓	✓		83.33 %	Active	
Vega-Castro, Elena	✓		✓	✓		✓	66.67 %	Active	
Total: 32 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.