



## **Board Meeting Agenda**

*November 10, 2022*

- I. Call to order
- II. Approval of last month's meeting minutes
- III. Member at large position – Sue LeBlanc-Durocher
- IV. Membership:
  - a. Approve Wouter Rietsema
  - b. Remove Maxine Perry
- V. Board Meetings Date/Location
- VI. ADHOC Committee Update:
  - a. Meeting invocation
  - b. Strategic Plan process
  - c. Club Flexibility
  - d. Committee Chair Job Description
- VII. Finance:
  - a. Holiday Parade Budget
  - b. MHAB Thanksgiving Food Donation
  - c. Recommendations on increase Mayor's Cup income spending
- VIII. Approval of treasurer's report
- IX. Old business
- X. New Business
- XI. Adjourn

## Board Meeting – October 13, 2022

### Minutes

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

**Meeting** - President McDowell called the meeting to order and asked if there were any corrections to the September meeting minutes. There being no changes, the meeting minutes were approved on a motion by Roger Black and seconded by Jessica Kline. All voted in favor.

**Treasurer's Report** – Jessica Kline reported that we still haven't received an invoice from the City of Plattsburgh for Mayor's Cup parking. The Glens Falls bank account has been closed. On a motion by Eric McDowell and seconded by Jeff Prescott, the Treasurer's Report was approved. All voted in favor.

**Board Member Resignation/Wellness & Sustainability of Club** – Yesterday, Eric received Colleen Down's resignation effective immediately – a copy was included in today's Board packet. Some of the issues that Colleen found with Sunrise Rotary were the 7:30 a.m. meeting time, takes forever to make decisions and move projects forward, and not enough members are engaged in projects/activities. Group discussed that the current mentorship hasn't worked out well and that the veteran members aren't volunteering to help out. Board discussed what we might be able to do to give new members a reason to stay. Items discussed included moving meeting time a little later, maybe merging with Noon Rotary with a morning and noon meeting time option. Eric will pull together the group that worked on changing the number of weekly meetings to work on this. The October 25 meeting doesn't have a guest speaker so membership will be put on the agenda. Sue saw Kathy Snow recently and Kathy indicated that she plans to return to Rotary when her six month LOA is done in January.

**Membership Removal** – Elena Vega-Castro hasn't paid dues or attended a meeting in months. On a motion by Eric McDowell, seconded by Jessica Kline, Elena was removed as a member of Sunrise Rotary.

**Real Men Wear Pink** – Adam Roberts is participating in Real Men Wear Pink. A motion was made to donate \$100 to Real Men Wear Pink fundraiser in Adam's name. On a motion by Jeff Prescott, seconded by Tom Defayette, the Board approved the donation to Real Men Wear Pink.

**Youth Program Update** – Tom Defayette reported we have two Peru School students attending the upcoming Youth Exchange. Tom also reported on our Rotary being a part of Interact. In order to do this, we would need buy-in from the entire club as there is a requirement that a Rotary member attend each meeting. Roger stated that he feels this isn't something our club can currently handle.

**Old Business** – The Nominating Committee needs to look at the slate of officers by the end of the year. Once presented, membership has 28 days to review it.

## Sunrise Rotary Club of Plattsburgh, NY Inc.

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### **New Business –**

Next week's speaker will be our District Governor.

Board discussed weekly meetings during the holidays. On a motion by Tom Defayette and seconded by Roger Black, Board approved canceling the December 27<sup>th</sup> meeting and keeping the January 3<sup>rd</sup> meeting on the calendar. Eric will update the meeting dates on our website.

Our holiday party will be held on December 13 at Vesco Winery.

Plattsburgh Sunrise Rotary  
Treasurer's Report  
October 31, 2022

**Assets**

Cash on Hand (Change for Raffle/Foodshelf)	\$	100.00
Checking Account - GFNB **	\$	-
Checking Account - Community Bank	\$	45,867.88
Savings Account - Community Bank*	\$	27,064.81
<b>Total Checking &amp; Savings</b>	<b>\$</b>	<b>73,032.69</b>
<b>Fixed Assets</b>		
Projector/Screen/Stand	\$	500.00
<b>Total Assets</b>	<b>\$</b>	<b>73,532.69</b>

**Liabilities**

50/50 Raffle 10/31/2022	\$	155.00
Polio Tulips	\$	(325.00)
Paul Harris Fellow Award - Community Member	\$	1,500.00
Food Shelf Donations	\$	163.00
Plattsburgh City Beach Wheelchair Project	\$	4,834.00
<b>Total Liabilities</b>	<b>\$</b>	<b>6,327.00</b>

\*Community Bank includes \$3000 for the Pavilion Project

Plattsburgh Sunrise Rotary  
Treasurer's Report  
October 31, 2022

**Expenses since September 30, 2022 Report**

<b>Tom Defayette - Adv in High Technology Reimb</b>	<b>\$</b>	<b>145.00</b>
<b>US Postal Service (PO Box Fee)</b>	<b>\$</b>	<b>182.00</b>
<b>American Cancer Society (Real Men Wear Pink)</b>	<b>\$</b>	<b>100.00</b>

<b>Actual Meeting Room Revenue thru 10/31</b>	<b>\$</b>	<b>1,456.00</b>
<b>Actual Meeting Room Charges thru 10/31</b>	<b>\$</b>	<b>(977.60)</b>
<b>Net Profit/(Loss)</b>	<b>\$</b>	<b>478.40</b>

**\*Missing 3 Weeks from October & 1 Week September - Actual (\$181.48)**

<b>Annual Membership Dues</b>	
<b>Members Billed</b>	<b>26</b>
<b>Members Paid</b>	<b>24</b>
<b>% Collected thru 10/31/2022</b>	<b>92%</b>

SUNRISE ROTARY INCOME STMT  
Budget vs Actual  
2022-2023

	2022-2023	2022-2023
	Final Budget	Actual YTD
	Jul'22 - Jun'23	Jul'22 - Oct'22
<b>Income</b>		
4000 · Member dues	\$4,950	\$3,313
4010 · Mayor's Cup	\$12,000	\$10,401
4024 · Super Bowl Squares	\$1,500	\$0
4028 · Community Sale Fundraiser	\$3,000	\$0
4026 · Fundraiser/Donations	\$500	\$0
4027 · Meeting Room Revenue	\$0	\$1,456
4040 · 50/50 Raffle, Fines	\$0	\$125
4100 · Interest income	\$15	\$13
<b>Total Income</b>	<b>\$21,965</b>	<b>\$15,308</b>
<b>Expense</b>		
4050 · Holiday Party/Annual Dinner	\$0	-\$80
4060 · Paul Harris Award	\$1,540	\$0
5000 · Charitable donations & projects	\$4,000	\$304
5001A · Soup Kitchen/Foodshelf	\$500	\$0
5002 · Membership Committee	\$500	\$0
5003A · Polio Fundraiser	\$100	\$0
5003B · Foundation Committee	\$150	\$0
5005 · International Service Donations	\$4,000	\$1,500
5006 · Mayor's Cup Expense	\$3,000	\$2,976
5007 · Youth Services	\$0	\$145
5010 · Dues	\$4,455	\$2,508
5011 · RYLA	\$250	\$0
5012 · Meeting Expense	\$500	\$0
5014 · Meeting Room Expense	\$0	\$978
5015 · Miscellaneous	\$500	\$0
5023 · Bank Service Charges	\$75	\$56
5025 · Conference expense	\$600	\$0
5030 · Supplies	\$250	\$17
5036 · Accounting	\$0	\$0
5040 · Postage	\$150	\$182
5045 · Website	\$750	\$795
<b>Total Expense</b>	<b>\$21,320</b>	<b>\$9,380</b>
<b>Net Income</b>	<b>\$645</b>	<b>\$5,928</b>

# Profit and Loss

## Plattsburgh Sunrise Rotary Club

Date Range: Jul 01, 2022 to Oct 31, 2022

ACCOUNTS	Jul 01, 2022 to Oct 31, 2022
<b>Income</b>	
Annual Dinner / Paul Harris Dinner	\$80.00
Donations, 50/50, Happy \$\$	\$125.15
Interest Income	\$13.23
Mayor's Cup	\$9,239.49
Mayor's Cup - T-Shirt Sales	\$1,162.00
Meeting Room Revenue	\$1,456.00
Member Dues	\$3,312.50
<b>Total Income</b>	<b>\$15,388.37</b>
<b>Total Cost of Goods Sold</b>	<b>\$0.00</b>
<b>Gross Profit</b>	<b>\$15,388.37</b>
As a percentage of Total Income	100.00%
<b>Operating Expenses</b>	
Annual Dues	\$2,508.00
Bank Service Charges	\$55.55
Charitable Donations & Projects	\$303.86
International Service Donations	\$1,500.00
Mayor's Cup Expense	\$2,976.37
Meeting Room Expense	\$977.60

<b>Operating Expenses</b>	
Postage	\$182.00
Supplies	\$16.95
Website Expenses	\$794.92
Youth Exchange	\$145.00
<b>Total Operating Expenses</b>	<b>\$9,460.25</b>

<b>Net Profit</b>	<b>\$5,928.12</b>
As a percentage of Total Income	38.52%



# Balance Sheet

## Plattsburgh Sunrise Rotary Club

As of Oct 31, 2022

ACCOUNTS	Oct 31, 2022
<b>Assets</b>	
<b>Cash and Bank</b>	
Community Bank Checking	\$45,867.88
Community Bank Savings	\$27,064.81
Petty Cash	\$100.00
<b>Total Cash and Bank</b>	<b>\$73,032.69</b>
<b>Other Current Assets</b>	
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Long-term Assets</b>	
<b>Total Long-term Assets</b>	<b>\$0.00</b>
<b>Total Assets</b>	<b>\$73,032.69</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
50/50 Raffle	\$155.00
Food Shelf Donations	\$163.00
Paul Harris Award Community	\$1,500.00
Plattsburgh City Beach Wheelchair Project	\$4,834.00
Polio Tulip Fundraiser	-\$325.00
<b>Total Current Liabilities</b>	<b>\$6,327.00</b>
<b>Long-term Liabilities</b>	
<b>Total Long-term Liabilities</b>	<b>\$0.00</b>

**Liabilities**

**Total Liabilities** **\$6,327.00**

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**Equity**

**Retained Earnings**

Profit for all prior years \$60,777.57

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Profit between Jul 1, 2022 and Oct 31, 2022 \$5,928.12

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**Total Retained Earnings** **\$66,705.69**

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**Total Equity** **\$66,705.69**

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Sponsorships	\$14,400
Mayor's Cup T-Shirts & Hats	\$2,100
Cash Donations @ event	\$145
Square Cornhole & 5K	\$770
5K Online Registration	\$1,695
Loreman's Online Sales	\$1,692
<b>Total Income</b>	<b>\$20,802</b>

Kids Fun Run Medals	\$110	Pd	
Loreman's (Hats)	\$1,030	Pd	
Cash advance for Corn Hole Prize	\$200	Pd	
Band	\$500	Pd	
Supplies	\$46.66	Pd	
Loreman's (T-Shirts)	\$1,486.75	Pd	
Social Media Boosting	\$149.62	Pd	
City of Plattsburgh	\$0		1242
<b>Total Expense</b>	<b>\$3,523.03</b>		

**Mayor's Cup Net Results \$17,279.46**

**Cornhole**

Registrations	\$1,400
Prizes	(\$1,050)
<b>Cornhole Net Results</b>	<b>\$350</b>

**5K**

Online Registrations	\$1,695
Square	\$120
Cash	\$150
Hat Sales - T-Shirt Prizes	\$320
Medals & Hats	(\$1,140)
<b>5K Net Results</b>	<b>\$1,145</b>

## Customized Attendance Report

**Date Range: Sep 01, 2022 To Oct 31, 2022**

Name	Sep 13, 2022	Sep 20, 2022	Sep 27, 2022	Oct 04, 2022	Oct 18, 2022	Oct 25, 2022	%	Current Type	Notes
Black, Roger	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Brown, Jack							100.00 %	Active	Exempted Members Aug 24, 2015
Csorny, Ann	✓		✓	✓	✓	✓	83.33 %	Active	
Dahlen, Joanne	✓		✓	✓	✓		66.67 %	Active	
Dahlen, Kjell	✓		✓	✓	✓		100.00 %	Active	Exempted Members Aug 24, 2015
DeFayette, Tom	✓	✓	✓	✓	✓	✓	100.00 %	Active	
DeSnyder, Jake	✓	✓		✓			100.00 %	Active	Exempted Members Aug 24, 2015
Downs, Colleen					–	–	0.00 %	Ex Member	
Duley, Kathy							100.00 %	Active	Exempted Members Feb 02, 2017
Eppler, Kathy			✓	✓	✓	✓	100.00 %	Active	Exempted Members Apr 07, 2022
Fisher, Connie	✓	✓	M	✓		✓	83.33 %	Active	
Giltz, Randy	✓	✓		M	✓	✓	83.33 %	Active	
Grindle, Bruce							100.00 %	Active	Exempted Members Aug 24, 2015
Hulbert-Bruce, Allison			✓		✓	✓	50.00 %	Active	
Karam, Nadine		✓				✓	33.33 %	Active	
Kline, Jessica	✓	✓	✓	✓		✓	83.33 %	Active	
LaBombard, Tom	✓	✓			✓	✓	100.00 %	Active	Exempted Members May 01, 2016
LeBlanc-Durocher, Susan	✓	✓	✓	M		✓	83.33 %	Active	
Loreman, Thom					✓		16.67 %	Active	
McDowell, Eric	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Perry, Maxine							0.00 %	Ex Member	
Prescott, Jeff	M	M	✓	✓	✓	✓	100.00 %	Active	
Queguiner, Libby			✓		✓		33.33 %	Active	
Total: 29 members									

Name	Sep 13, 2022	Sep 20, 2022	Sep 27, 2022	Oct 04, 2022	Oct 18, 2022	Oct 25, 2022	%	Current Type	Notes
Robert, Adam	✓	✓		✓	✓	✓	83.33 %	Active	
Senecal, Michelle	M	✓	✓	M	✓	✓	100.00 %	Active	
Snook, James			✓		✓		33.33 %	Active	
Snow, Kathy							100.00 %	Active	Leave of Absence Jul 19, 2022 - Jan 17, 2023
Sterling, Joan				✓			16.67 %	Active	
Vega-Castro, Elena					-	-	0.00 %	Ex Member	
Total: 29 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.