

## Board Meeting –September 10, 2020

### Minutes

Present: Michelle Senecal, Roger Black, Libby Queguiner, Jessica Kline, Jeff Prescott, Sue LeBlanc-Durocher, Nikki Buck, Eric McDowell

#### **Meeting:**

President LeBlanc-Durocher called the meeting to order. Jessica presented the Treasure's report. We have received \$609 in donations from members. The bank signature card needs to be updated to reflect Sue as President; Jim will update it today. Tom Defayette has requested \$500 for the Botswana project. On a motion by Libby Queguiner and seconded provided by Michelle Senecal the minutes, treasure's report, and donation to Botswana project were approved.

**Dues** – Fred Woodward, Ron Marino, Kevin Kehoe, and Lori Delaney still haven't paid their dues for the current year. Sue called Ron and left a message. We will hold on removing Ron Marino for now. On a motion by Jeff Prescott and seconded by James Snook it was agreed that we would remove Kevin Kehoe from membership. When members resign we should do an exit interview with them to see why they are leaving. Sue, Jeff & Roger will clarify an exit process.

**Membership** – We need to work harder at keeping members engaged. New members need to join committee(s). Per Rotary's bylaws, there are five main committees. We need to list committees and meeting dates/times in Club Runner. Eric McDowell and Michelle Senecal will co-chair the Fundraising Committee.

**Attendance** – Roger Black provided the Attendance Report. Due to traveling for her new job, Allison Hulbert-Bruce's attendance is at 12.50%.

#### **Fundraising**

●Game Night – Jim Snook updated the Board on Sunrise Rotary's Game Night. The first night we had seven people sign in and last night six participated and ten checked in. The format is pay to play or watch for free. Rotary members need to spread the word to family members and friends.

●Community Yard Sale – Going well. There is a drop-off site on Boynton Avenue. Ellen Bouchard, President of Noon Rotary, announced the sale this week at their weekly meeting. We will be selling Mayor's Cup t-shirts and honey at the yard sale.

**Constitution & Bylaws** – Roger reviewed the Constitution & Bylaws for Sunrise Rotary. When the President isn't available, we have been having the Vice President fill in. Because the Vice President hasn't been to PETS, it should be the Immediate Past President filling in. We need to look at how the Nominating Committee makes selections. Our Bylaws need to be looked at yearly. The "About Us" section of our website needs to be looked at and updated. Roger, Joanne and Jim will take a look at it.

As it was 8:30 a.m., the meeting was adjourned.

# Plattsburgh Sunrise Rotary Treasurer's Report

## September 30, 2020

### Assets

Cash on Hand (Change for Raffle/Foodshelf)	\$	100.00
Checking Account - GFNB **	\$	325.77
Checking Account - Community Bank	\$	19,930.35
Savings Account - Community Bank*	\$	27,026.85
<b>Total Checking &amp; Savings</b>	<b>\$</b>	<b>47,382.97</b>
<b>Fixed Assets</b>		
Projector/Screen/Stand	\$	500.00
Other Assets - Matching Grant Due From RI	\$	150.00
Prepaid Expense Mayor's Cup 2021	\$	4,129.76
<b>Total Assets</b>	<b>\$</b>	<b>52,012.73</b>

### Liabilities

50/50 Raffle 09/30/2020	\$	30.50
Foodshelf	\$	-
Paul Harris Fellow Award - Community Member	\$	1,000.00
Due to Rotary Foundation	\$	1,379.22
<b>Total Liabilities</b>	<b>\$</b>	<b>2,409.72</b>

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

# Plattsburgh Sunrise Rotary Treasurer's Report

## September 30, 2020

### Expenses since August 31, 2020 Report

Rotary Distrtict 7040 - Annual Dues	\$	912.00
Security Innovations (2019-2020 Background Checks)	\$	10.00
District 7170 Youth Exchange (2019-2020 Background Cks)	\$	27.20
Outdoor Art Project	\$	1,000.00
Alzheimer's Walk (In memory of Carol Woodward)	\$	100.00

Annual Membership Dues	
Members Billed	34
Members Paid	31
% Collected thru 09-30-2020	91%

**SUNRISE ROTARY**  
**Profit & Loss Prev Year Comparison**  
**July 1 through October 6, 2020**

	Jul 1 - Oct 6, 20	Jul 1 - Oct 6, 19
<b>Income</b>		
4000 · Member dues	4,342.50	4,930.00
4010 · Mayor's Cup		
4022A · 2019 Mayor's Cup Income	0.00	8,041.00
4022B · 2019 Mayor's Cup Expense	0.00	-3,705.05
<b>Total 4010 · Mayor's Cup</b>	<b>0.00</b>	<b>4,335.95</b>
4024 · Raffle Ticket Sales	0.00	80.00
4028 · Garage Sale Revenue	2,122.00	0.00
4038 · Honey Sales	0.00	50.00
4040 · 50/50 Raffle, Fines	775.05	203.00
4041 · World Polio Day		
4041A · World Polio Day Sponsorship	0.00	1,330.00
<b>Total 4041 · World Polio Day</b>	<b>0.00</b>	<b>1,330.00</b>
4100 · Interest income	3.22	21.77
<b>Total Income</b>	<b>7,242.77</b>	<b>10,950.72</b>
<b>Expense</b>		
4050 · Holiday Party		
4057 · Holiday Party Expense	0.00	189.00
<b>Total 4050 · Holiday Party</b>	<b>0.00</b>	<b>189.00</b>
5000 · Charitable donations & projects		
5000B · Small Donations	0.00	1,550.00
5000 · Charitable donations & projects - Other	100.00	100.00
<b>Total 5000 · Charitable donations &amp; projects</b>	<b>100.00</b>	<b>1,650.00</b>
5002 · Membership Committee	0.00	66.37
5005 · International Service Donations	0.00	1,000.00
5007 · Youth Exchange Program	37.20	253.35
5010 · Dues	2,495.04	1,988.63
5013 · Outdoor Art Project	1,000.00	1,000.00
5014 · Meeting Room Expenses	0.00	673.00
5015 · Miscellaneous	0.00	162.60
5020 · Meeting expense	119.92	0.00
5023 · Bank Service Charges	-1.07	-1.23
5040 · Postage	7.75	0.00
5045 · Website	718.00	675.40
<b>Total Expense</b>	<b>4,476.84</b>	<b>7,657.12</b>
<b>Net Income</b>	<b>2,765.93</b>	<b>3,293.60</b>

**SUNRISE ROTARY**  
**Balance Sheet**  
As of September 30, 2020

	Sep 30, 20
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Checking - Glens Falls National	325.77
1010 · Checking - Community Bank	19,930.35
1020 · Savings	27,026.85
<b>Total Checking/Savings</b>	47,282.97
<b>Accounts Receivable</b>	
11000 · Accounts Receivable	
11003 · Due from Rotary District 7040	150.00
<b>Total 11000 · Accounts Receivable</b>	150.00
<b>Total Accounts Receivable</b>	150.00
<b>Other Current Assets</b>	
12001 · Cash Drawer	100.00
12002 · Prepaid Exp Mayor's Cup 2021	4,129.76
<b>Total Other Current Assets</b>	4,229.76
<b>Total Current Assets</b>	51,662.73
<b>TOTAL ASSETS</b>	<b>51,662.73</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2005 · Due to Foundation	1,379.22
2007 · Paul Harris Award - Community	1,000.00
2010 · 50/50 Raffle	30.50
<b>Total Other Current Liabilities</b>	2,409.72
<b>Total Current Liabilities</b>	2,409.72
<b>Total Liabilities</b>	2,409.72
<b>Equity</b>	
32000 · Unrestricted Net Assets	46,603.08
Net Income	2,649.93
<b>Total Equity</b>	49,253.01
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>51,662.73</b>

**SUNRISE ROTARY**  
**Draft Budget 2020-2021**

	2020-2021	2020-2021
	Final Budget	Actual YTD
	Jul '20 - Jun 21	Sept '20
<b>Income</b>		
4000 · Member dues	\$6,000	\$4,343
4010 · Mayor's Cup	\$0	\$0
4024 · Raffle Ticket Sales	\$0	\$0
4028 · Community Sale Fundraiser	\$0	\$2,122
4040 · 50/50 Raffle, Fines	\$700	\$775
4100 · Interest income	\$50	\$3
<b>Total Income</b>	<b>\$6,750</b>	<b>\$7,243</b>
<b>Expense</b>		
4050 · Holiday Party/Annual Dinner	\$0	\$0
4060 · Paul Harris Award	\$1,540	\$0
5000 · Charitable donations & projects	\$4,000	\$100
5001A · St. Peter's Soup Kitchen	\$500	\$0
5002 · Membership Committee	\$100	\$0
5003C · Speaker Foundation Donation	\$350	\$0
5004 · Literacy Challenge	\$0	\$0
5005 · International Service Donations	\$4,000	\$0
5007 · Youth Exchange	\$600	\$37
5009 · ARC Festival of Trees	\$200	\$0
5010 · Dues	\$5,400	\$2,495
5011 · RYLA	\$225	\$0
5012 · Sponsorships Community Events	\$500	\$0
5013 · Outdoor Art Project	\$1,000	\$1,000
5014 · Meeting Expense	\$0	\$120
5015 · Miscellaneous	\$500	\$0
5023 · Bank Service Charges	\$50	-\$1
5025 · Conference expense	\$600	\$0
5030 · Supplies	\$250	\$0
5035 · Insurance	\$525	\$0
5040 · Postage	\$150	\$8
5045 · Website	\$750	\$718
<b>Total Expense</b>	<b>\$21,240</b>	<b>\$4,477</b>
<b>Net Income</b>	<b>-\$14,490</b>	<b>\$2,766</b>

## Sunrise Rotary Club Expenses (non-community service)

Paul Harris Award	\$1,540
Membership Committee	\$100
Youth Exchange	\$600
RYLA	\$225
Miscellaneous	\$500
Bank Service Charges	\$50
Supplies	\$250
Postage	\$150
Website	\$750

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SUB-TOTAL \$4,165

## Sunrise Rotary Club Expenses (community service)

Charitable donations & projects	\$4,000
St. Peter's Soup Kitchen	\$500
Speaker Foundation Donation	\$350
International Service Donations	\$4,000
ARC Festival of Trees	\$200
Sponsorships Community Events	\$500
Outdoor Art Project	\$1,000

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SUB-TOTAL \$10,550

## Sunrise Rotary Club Expenses (dues-related)

Member Dues	\$5,400
Insurance	\$525

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SUB-TOTAL \$5,925

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GRAND TOTAL \$20,640

# Customized Attendance Report

**Date Range: Aug 01, 2020 To Sep 30, 2020**

Name	Aug 04, 2020	Aug 11, 2020	Aug 18, 2020	Aug 25, 2020	Sep 01, 2020	Sep 08, 2020	Sep 15, 2020	Sep 22, 2020	Sep 29, 2020	%	Current Type	Notes
Black, Roger	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Brown, Jack										100.00 %	Active	Exempted Members Aug 24, 2015
Buck, Nikki	M	✓	✓	✓	✓	M	✓		✓	88.89 %	Active	
Dahlen, Joanne	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Dahlen, Kjell	✓									100.00 %	Active	Exempted Members Aug 24, 2015
DeFayette, Tom	✓	✓	✓	✓	✓	✓	M		✓	88.89 %	Active	
Delaney, Lori		✓	✓	✓				✓	✓	55.56 %	Active	
DeSnyder, Jake	✓		✓	✓	✓		✓	✓		100.00 %	Active	Exempted Members Aug 24, 2015
Duley, Kathy				✓		✓	M	✓		100.00 %	Active	Exempted Members Feb 02, 2017
Eppler, Kathy	✓	✓	✓	✓		✓	M	✓	✓	88.89 %	Active	
Fisher, Connie	✓			✓	✓		✓	✓	✓	66.67 %	Active	
Giltz, Randy	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	

Total: 36 members



Name	Aug 04, 2020	Aug 11, 2020	Aug 18, 2020	Aug 25, 2020	Sep 01, 2020	Sep 08, 2020	Sep 15, 2020	Sep 22, 2020	Sep 29, 2020	%	Current Type	Notes
Grindle, Bruce										100.00 %	Active	Exempted Members Aug 24, 2015
Hulbert-Bruce, Allison					✓		✓	✓	✓	44.44 %	Active	
Kalil, Michele	✓	✓	✓	✓	✓		✓	✓	✓	88.89 %	Active	
Kashorek, Doug										100.00 %	Active	Leave of Absence Jun 01, 2020 - Nov 30, 2020
Kehoe, Kevin									–	0.00 %	Ex Member	
Kelly, Gerard E.			–	–	–	–	–	–	–	0.00 %	Ex Member	
King, Rebecca		✓				✓				22.22 %	Active	
Kline, Jessica	✓	✓	✓	✓	M	✓	✓	✓	✓	100.00 %	Active	
LaBombard, Tom	✓		✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	Exempted Members May 01, 2016
LeBlanc-Durocher, Susan	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Loreman, Thom	✓	✓	✓	✓	✓	✓	✓	✓		88.89 %	Active	
Loreman, Thomas	✓	✓	✓	✓	✓	✓	✓		✓	88.89 %	Active	
Marino, Ron										100.00 %	Active	Exempted Members Aug 24, 2018
Total: 36 members												

Name	Aug 04, 2020	Aug 11, 2020	Aug 18, 2020	Aug 25, 2020	Sep 01, 2020	Sep 08, 2020	Sep 15, 2020	Sep 22, 2020	Sep 29, 2020	%	Current Type	Notes
McDowell, Eric	✓	✓		✓	✓	✓	✓	✓	✓	88.89 %	Active	
Perry, Maxine	✓	✓	✓	✓	✓	✓	M	✓	✓	100.00 %	Active	
Prescott, Jeff	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Queguiner, Libby	✓	✓	✓	✓	M	✓	✓	M		88.89 %	Active	
Senecal, Michelle	M	✓	✓	✓	M	✓	✓	✓	✓	100.00 %	Active	
Snook, James				✓	✓	✓	✓	✓	✓	66.67 %	Active	
Snow, Kathy	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Sterling, Joan				✓	✓	✓	✓	✓	✓	66.67 %	Active	
Stevenson, Debra	-	-	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
Varga, Amel			✓	✓						22.22 %	Active	
Woodward, Fred										100.00 %	Active	Exempted Members Aug 24, 2015
Total: 36 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.