



Board Meeting Agenda

July 14, 2022

- I. Call to order
- II. Approval of last month's meeting minutes
- III. Approval of treasurer's report and 2022-2023 budget
- IV. 2022-2023 Dues Confirmation
- V. Update account signers at Community Bank
- VI. Africa project donations release
- VII. Youth protection
- VIII. Approve Nadine's membership
- IX. Website committee formation
- X. Old business
- XI. New Business
- XII. Adjourn

Board Meeting – May 12, 2022

Minutes

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

Meeting - President Prescott called the meeting to order and asked if there were any corrections to the April 2022 meeting minutes. Roger asked that the minutes be corrected under the End Polio Tulip Fundraiser section to say that the fundraiser “netted Polio Plus \$825.” There being no other changes, the April minutes were approved on a motion by Eric McDowell and seconded by Roger Black. All voted in favor.

Treasurer’s Report – Jessica reported that the financials continue to look good. One member still owes half of their dues. We are currently not losing money on the weekly meetings at MHAB. On a motion by Eric McDowell and seconded by Roger Black, the Treasurer’s Report was approved.

Weekly Meeting Format – The committee met and agreed to remove one meeting per month. The week will be the week of the Board Meeting. Members have the option of attending the Board Meeting. During the off week, committees can scheduled their meetings. This change in meeting format will be trialed for three months (June-August). The attendance requirement will be removed but Roger will continue to take attendance. There was also discussion of excused vs. absent. These changes will be discussed at an upcoming club assembly meeting. By-Laws will be changed to reflect these changes.

Mayor’s Cup Update – Sue updated the Board on recent Mayor’s Cup activity. We are awaiting the Mayor’s Cup press conference date from the City of Plattsburgh. Sponsorships are coming in.

Attendance – Alaina’s attendance is a concern. Kathy Snow will follow up with Alaina.

Beach Wheelchair Project – Colleen shared that the wheelchairs will be ordered with the hope that they arrive before Mayor’s Cup. We are a little short on our fundraising dollars. Sunrise has \$600 budgeted for conference attendance. This \$600 will be moved to the wheelchairs. Tom Defayette mentioned that the ARC may have more money to give to this project.

Old Business - None

New Business - None

On a motion by Roger Black, seconded by Colleen Downs, the meeting was adjourned.

Sunrise Rotary Club of Plattsburgh, NY Inc.

Board Meeting – June 9, 2022

Minutes

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

Meeting - President Prescott called the meeting to order. The May meeting minutes were unavailable and will be in the July meeting packet

Treasurer's Report – On a motion by Sue LeBlanc Durocher and seconded by Eric McDowell, the treasurer's report was approved. Colleen mentioned that we have funds at Community Bank and Glens Falls National Bank. Should we look at investing? The finance committee will look into this.

End Polio Now Tulip Fundraiser – Income from this fundraiser is on the balance sheet.

RYLA –Tom Defayette reported that Jacob Mitchell from Peru Central School completed RYLA training. He will come to one of our upcoming meetings to talk about it. Going forward we should provide a travel stipend to students attending RYLA training. Tom also shared that Rotary has a connection to scouting and that he is the district representative. On June 18 there will be a ceremony with four scouts becoming Eagle Scouts. Tom will be asking Rotary for \$450 to send a scout to summer camp.

Gazebo Project – Work is finishing up on the gazebo. Jessica will arrange a photo op with the CV Tech students working on the project.

New Meeting Format – Eric has updated the calendar in Club Runner to reflect the new meeting format.

Rotary Dinner – Our end of year dinner is scheduled for Wednesday, June 22 at Vesco Vineyard. Past Sunrise members will be invited to attend. CV Tech students and RYLA attendee will also be invited to attend the dinner. On a motion by Sue LeBlanc Durocher and seconded by Colleen Downs, it was agreed that Rotary would pay for the guests to attend.

Mayor's Cup – Sue reported that we are currently at \$14,000 in sponsorship which is \$5,000 more than expected. Money needs to be put aside to market Mayor's Cup. Board agreed that \$500 could be set aside for this.

4th of July Parade – The theme of this year's parade is "Music in America". Our float will have a sailboat theme. The t-shirt design students from CV Tech would like to walk behind our float in the parade.

Old Business

- Relay for Life is tomorrow.
- The porta-potty will be place at LaPierre Lane. Once again, PM Leary has agreed to pay half with Sunrise Rotary paying the other half.

New Business

- Jim Snook has been working with area schools about Rotarac.

Sunrise Rotary Club of Plattsburgh, NY Inc.

- Our 2022-2023 budget will be presented at next week's meeting.
- Rotary's first female president will begin her term on July 1st. On June 30 our district rotary will have a dinner/dance. Bonnie & Roger Black will attend. Rotary will cover the cost of Roger's dinner.
- Today's meeting is Jeff Prescott's last meeting as President. Jeff thanked the Board for their help during his term.

On a motion by Eric McDowell, seconded by Sue LeBlanc Durocher, the meeting was adjourned.

Plattsburgh Sunrise Rotary Treasurer's Report June 30, 2022

Assets

Cash on Hand (Change for Raffle/Foodshelf)	\$	100.00
Checking Account - GFNB **	\$	325.77
Checking Account - Community Bank	\$	38,152.20
Savings Account - Community Bank*	\$	27,051.58
Total Checking & Savings	\$	65,629.55
Fixed Assets		
Projector/Screen/Stand	\$	500.00
Total Assets	\$	66,129.55

Liabilities

50/50 Raffle 6/30/2022	\$	151.50
Polio Tulips	\$	925.00
Paul Harris Fellow Award - Community Member	\$	1,500.00
Food Shelf Donations	\$	48.00
Plattsburgh City Beach Wheelchair Project	\$	834.00
Total Liabilities	\$	3,458.50

*Community Bank includes \$3000 for the Pavilion Project

Plattsburgh Sunrise Rotary Treasurer's Report June 30, 2022

Expenses since May 31, 2022 Report

Lowes - Landscape Fabric	\$	20.50
Russell Hampton (Plaque & PH Medal)	\$	88.22
PM Leary LLC (Lapierre Lane Handicap Restroom)	\$	459.00
Sam's Club (Candy for July 4 Parade)	\$	241.62
Curtis Lumber Co (Shingles for Gazebo)	\$	226.56
Jessica Kline (Conference Expense)	\$	79.90
Deborah Bosley (Paul Harris Dinner)	\$	1,600.00
MHAB 6/28 Mtg	\$	164.97
Michelle Senecal (Medals for Kids Fun Run)	\$	110.00
Loreman's (Hats for 5K)	\$	1,030.00

Actual Meeting Room Revenue thru 6/30	\$	5,802.00
Actual Meeting Room Charges thru 6/30	\$	5,327.81
Net Profit/(Loss)	\$	474.19

Annual Membership Dues

Members Billed	32
Members Paid	31
% Collected thru 6/30/2022	97%

Profit and Loss

Plattsburgh Sunrise Rotary Club

Date Range: Jul 01, 2021 to Jun 30, 2022

ACCOUNTS	Jul 01, 2021 to Jun 30, 2022
Income	
Annual Dinner / Paul Harris Dinner	\$1,080.00
Community Sale	\$2,352.00
Donations, 50/50, Happy \$\$	\$388.00
Holiday Event	\$1,135.75
Interest Income	\$13.53
Mayor's Cup	\$18,033.40
Mayor's Cup - T-Shirt Sales	\$900.00
Meeting Room Revenue	\$5,802.00
Member Dues	\$4,797.50
Plattsburgh City Beach Wheelchair Project	\$6,571.00
Super Bowl Squares	\$1,500.00
Total Income	\$42,573.18
Total Cost of Goods Sold	\$0.00
Gross Profit	\$42,573.18
As a percentage of Total Income	100.00%

Operating Expenses	
Annual Dues	\$3,914.32
Bank Service Charges	\$49.99
Charitable Donations & Projects	\$3,047.31
Conference Expense	\$79.90
Food Shelf/Soup Kitchen	\$49.00
Holiday Event	\$1,120.00
International Service Donations	\$3,000.00
Mayor's Cup Expense	\$1,392.84
Meeting Expenses	\$119.92
Meeting Room Expense	\$5,327.81
Miscellaneous Expenses	\$405.38
Office Supplies	\$48.22
Paul Harris Award	\$2,640.00
Plattsburgh Wheelchair Project	\$6,571.00
Postage	\$146.00
RYLA	\$196.94
Supplies	\$149.43
Website Expenses	\$745.85
Youth Exchange	\$100.00
Total Operating Expenses	\$29,103.91

Net Profit	\$13,469.27
As a percentage of Total Income	31.64%

Balance Sheet

Plattsburgh Sunrise Rotary Club

As of Jun 30, 2022

ACCOUNTS	Jun 30, 2022
Assets	
Cash and Bank	
Community Bank Checking	\$38,152.20
Community Bank Savings	\$27,051.58
Glens Falls National Checking	\$325.77
Petty Cash	\$100.00
Total Cash and Bank	\$65,629.55
Other Current Assets	
Total Other Current Assets	\$0.00
Long-term Assets	
Total Long-term Assets	\$0.00
Total Assets	\$65,629.55
Liabilities	
Current Liabilities	
50/50 Raffle	\$151.50
Food Shelf Donations	\$48.00
Paul Harris Award Community	\$1,500.00
Plattsburgh City Beach Wheelchair Project	\$834.00
Polio Tulip Fundraiser	\$925.00
Total Current Liabilities	\$3,458.50
Long-term Liabilities	

Liabilities	
Total Long-term Liabilities	\$0.00
Total Liabilities	\$3,458.50
Equity	
Retained Earnings	
Profit for all prior years	\$48,701.78
Profit between Jul 1, 2021 and Jun 30, 2022	\$13,469.27
Total Retained Earnings	\$62,171.05
Total Equity	\$62,171.05

Sponsorships	\$16,100	
Mayor's Cup T-Shirts & Hats	\$2,100	
Cash Donations @ event	\$145	
Square Cornhole & 5K	\$770	
5K Online Registration	\$1,600	
Loreman's Online Sales	\$1,380	
Total Income	\$22,095	

Kids Fun Run Medals	\$110	Pd
Loreman's (Hats)	\$1,030	Pd
Cash advance for Corn Hole Prize	\$200	Pd
Band	\$500	
Supplies	\$46.66	
Loreman's (T-Shirts)	\$1,461.55	
Social Media Boosting	\$180	
City of Plattsburgh	\$1,242	
Total Expense	\$4,770.21	

Mayor's Cup Net Results \$17,324.79

Cornhole

Registrations	\$1,400	
Prizes	(\$1,050)	
Cornhole Net Results	\$350	

5K

Online Registrations	\$1,600	
Square	\$120	
Cash	\$150	
Hat Sales - T-Shirt Prizes	\$320	
Medals & Hats	(\$1,140)	
5K Net Results	\$1,050	

	Administrative		
	Fundraising/Donations		
	2022-2023	2021-2022	2021-2022
	Draft Budget	Final Budget	Actual YTD
	Jul '22 - Jun '23	Jul '21 - Jun '22	Jul '21 - Feb '22
Income			
4000 • Member dues	\$4,950	\$5,250	\$4,798
4010 • Mayor's Cup	\$12,000	\$4,000	\$12,858
4024 • Raffle Ticket Sales	\$0	\$3,000	\$0
4028 • Community Sale Fundraiser	\$3,000	\$4,000	\$2,352
4026 • Super Bowl Squares	\$1,500	\$0	\$1,500
4036 • Polio Fundraising Revenue	\$0	\$750	\$0
4037 • Plattsburgh Wheelchair Project	\$0	\$0	\$6,571
4026 • Fundraiser/Donations	\$500	\$1,000	\$0
4037 • Meeting Room Revenue	\$0	\$0	\$0
4040 • 50/50 Raffle, Fines	\$0	\$1,500	\$357
4100 • Interest income	\$15	\$15	\$12
Total Income	\$21,965	\$19,515	\$28,448
Expense			
4050 • Holiday Party/Annual Dinner	\$0	\$0	-\$16
4060 • Paul Harris Award	\$1,540	\$1,540	\$1,000
5000 • Charitable donations & projects	\$4,000	\$3,000	\$2,100
4037 • Plattsburgh Wheelchair Project	\$0	\$0	\$6,571
5001A • Soup Kitchen/Foodshelf	\$500	\$500	\$549
5002 • Membership Committee	\$500	\$500	\$0
5003A • Polio Fundraiser	\$100	\$250	\$0
5003B • Foundation Committee	\$150	\$100	\$0
5003C • Speaker Foundation Donation	\$0	\$350	\$0
5005 • International Service Donations	\$4,000	\$4,000	\$3,000
5006 • Mayor's Cup Expense	\$3,000	\$1,000	\$1,393
5007 • Youth Exchange	\$0	\$50	\$100
5009 • ARC Festival of Trees	\$0	\$200	\$0
5010 • Dues	\$4,455	\$4,750	\$3,914
5011 • RYLA	\$250	\$250	\$197
5012 • Sponsorships Community Events	\$0	\$500	\$0
5013 • Outdoor Art Project	\$0	\$1,000	\$0
5014 • Meeting Expense	\$500	\$500	\$120
5015 • Miscellaneous	\$500	\$500	\$405
5016 • Meeting Room Expense	\$0	\$0	-\$278
5023 • Bank Service Charges	\$75	\$50	\$48
5025 • Conference expense	\$600	\$600	\$0
5030 • Supplies	\$250	\$250	\$149

SUNRISE ROTARY Draft Budget 2022-2023

5036 • Accounting	\$0	\$500	\$0
5040 • Postage	\$150	\$150	\$146
5045 • Website	\$750	\$750	\$746
Total Expense	\$21,320	\$21,290	\$20,145
Net Income	\$645	-\$1,775	\$8,304

Customized Attendance Report

Date Range: May 01, 2022 To Jun 30, 2022

Name	May 03, 2022	May 10, 2022	May 17, 2022	May 24, 2022	Jun 14, 2022	Jun 28, 2022	%	Current Type	Notes
Black, Roger	✓	✓	✓	✓	✓		100.00 %	Active	
Brown, Jack							100.00 %	Active	Exempted Members Aug 24, 2015
Csorny, Ann	M	✓	M	✓	✓		100.00 %	Active	
Dahlen, Joanne	✓	✓	✓	✓	✓		100.00 %	Active	
Dahlen, Kjell	✓	✓	✓	✓	✓		100.00 %	Active	Exempted Members Aug 24, 2015
DeFayette, Tom		✓	✓	M	✓		80.00 %	Active	
DeSnyder, Jake							100.00 %	Active	Exempted Members Aug 24, 2015
Downs, Colleen	M	✓	✓	M	M		100.00 %	Active	
Duley, Kathy							100.00 %	Active	Exempted Members Feb 02, 2017
Dumas, MacKenzie		✓					20.00 %	Active	
Eppler, Kathy	M	✓	✓	✓	✓		100.00 %	Active	Exempted Members Apr 07, 2022
Fisher, Connie	✓	✓	✓	✓	✓		100.00 %	Active	
Giltz, Randy	M	✓	M	✓	✓		100.00 %	Active	
Grindle, Bruce							100.00 %	Active	Exempted Members Aug 24, 2015
Hulbert-Bruce, Allison		✓					20.00 %	Active	
Kalil, Michele	M	✓	✓	✓	M		100.00 %	Active	
Kline, Jessica	M	✓	✓	✓	✓		100.00 %	Active	
LaBombard, Tom		✓	✓	✓	✓		100.00 %	Active	Exempted Members May 01, 2016
LeBlanc-Durocher, Susan	✓	M	✓		✓		80.00 %	Active	
Loreman, Thom							0.00 %	Active	
Loreman, Thomas							0.00 %	Ex Member	
McDowell, Eric	✓	M	✓	✓	✓		100.00 %	Active	
Perry, Maxine							0.00 %	Active	
Prescott, Jeff	✓	✓	✓	✓	✓		100.00 %	Active	
Total: 31 members									

Name	May 03, 2022	May 10, 2022	May 17, 2022	May 24, 2022	Jun 14, 2022	Jun 28, 2022	%	Current Type	Notes
Queguiner, Libby		✓	✓	✓	M		80.00 %	Active	
Robert, Adam	✓	✓	✓	✓	✓		100.00 %	Active	
Senecal, Michelle	M	✓	✓	✓	✓		100.00 %	Active	
Snook, James	✓				✓		40.00 %	Active	
Snow, Kathy	M	✓	✓		M		80.00 %	Active	
Sterling, Joan		✓	✓	✓	✓		80.00 %	Active	
Vega-Castro, Elena							0.00 %	Active	
Total: 31 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.