



## Board Meeting Agenda

September, 9 2021

- I. Call to Order**
- II. Approval of minutes from last meeting**
- III. Approval of Treasurer's Report**
- IV. Current Committee Members and Chairs list**
- V. Discussion on in-Person meetings vs Zoom**
- VI. Fundraising**
- VII. Speakers Scheduling**
- VIII. Beach Festival Committee** provide the board and general membership with a post-event assessment of the 2021 Beach Festival and suggestions for improving the 2022 event and also a timeline for organizing the event as well.
- IX. Date for Gazebo Project**
- X. Membership:** New members, are we going to schedule an orientation Zoom for them? That should happen once they have been approved for membership
- XI. Old Business**
- XII. New Business**
- XIII. The passcode for Lucinda Storage has been reset. 704082#**
- XIV. Adjourn**

# Sunrise Rotary Club of Plattsburgh, NY Inc.

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## Board Meeting –August 12, 2021

### Minutes

Present: Roger Black, Jeff Prescott, Sue LeBlanc Durocher, Colleen Downs, Nikki Buck, Libby Queguiner, Jessica Kline; Tom Defayette; Michelle Senecal

**Meeting** - President Jeff Prescott called the meeting to order and asked if there were any corrections to the July 15<sup>th</sup> meeting minutes. On a motion by Sue LeBlanc Durocher and seconded by Roger Black, the July meeting minutes were approved. All voted in favor.

**Treasurer's Report** – Jessica Kline reported that Mayor's Cup has raised \$4,154. We have yet to receive a bill from the city for expenses, i.e., parking. Sue LeBlanc Durocher will schedule a wrap up meeting to discuss what went well and what we need to work on for next year's Mayor's Cup. After this meeting a report will be compiled and shared with membership.

During the month of July we received payments from five to six members to attend the weekly meeting via Zoom. Nikki Buck will create a survey to send to members to see if they would rather meeting two times per month instead of weekly and use one Tuesday a month for committee meetings.

On a motion by Roger Black and seconded by Nikki Buck, our bank account ending in #9842 will have Jeff Prescott and Michelle Kalil added and Libby removed. All voted in favor.

**Committee Members & Chairs List** – Committee listing is in Club Runner along with the meeting times.

**Speakers Scheduling** – Maxine Perry will be leaving soon and Colleen Downs and Randy Giltz will be co-chairing the scheduling of speakers. Roger noted that Noon Rotary's Speakers Committee meets once a month and plots out who the speakers will be over the next several weeks. They also check with members to see what they are involved with and if they might know of possible speakers. Tom Defayette noted that Literacy Volunteers has a new director and he will schedule her to speak at one of our upcoming meetings.

**Gazebo Project** – CV Tech students may be interested in doing the entire roofing project in September. More details to come.

**Membership** – Our new members need orientation and committee assignments. Randy Giltz and Eric McDowell will be contacted to see if the orientation will be done in person or via Zoom. MacKenzie Dumas needs to do her new member talk and receive her Rotary pin.

**End Polio Tulips Fundraiser** – Roger discussed the End Polio Tulips fundraiser. There are four boxes (25 tulips in each box) to a case. The deadline for ordering is September 15<sup>th</sup>. Roger and Kathy Duley talked about planting some around the gazebo. We could use social media to see who would be interested in purchasing some.

**Beach Wheel Chair Project** – Colleen Downs presented a proposal for raising funds to purchase two beach wheel chairs for the City of Plattsburgh beach.

## Sunrise Rotary Club of Plattsburgh, NY Inc.

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The total cost range for the chairs is \$7,000 to \$11,000 with maintenance costs negligible in the first two years with warranties. Some basic cleaning and storage protocols will ensure long term use. North Country Center for Independence has agreed to write grant proposals and Colleen believes that they could bring in \$5,000 to \$10,000 with other organizations bringing in the additional funds. This topic will be put on the agenda for next week's Club Assembly meeting.

On a motion by Sue LeBlanc Durocher and seconded by Roger Black the meeting was adjourned at 8:33 a.m.

# Customized Attendance Report

**Date Range: Jul 01, 2021 To Aug 31, 2021**

Name	Jul 06, 2021	Jul 13, 2021	Jul 20, 2021	Jul 27, 2021	Aug 03, 2021	Aug 10, 2021	Aug 17, 2021	Aug 24, 2021	Aug 31, 2021	%	Current Type	Notes
Black, Roger	✓	✓	✓	✓	✓	M	M	✓	✓	100.00 %	Active	
Brown, Jack						✓				100.00 %	Active	Exempted Members Aug 24, 2015
Buck, Nikki	✓	✓	✓	✓	M	M	✓			77.78 %	Active	
Dahlen, Joanne	✓	✓	✓	M	✓	✓	✓	✓	✓	100.00 %	Active	
Dahlen, Kjell	M	✓				✓	M	✓		100.00 %	Active	Exempted Members Aug 24, 2015
DeFayette, Tom	✓	✓	✓	✓	✓	M	✓	✓	✓	100.00 %	Active	
Delaney, Lori	M									11.11 %	Active	
DeSnyder, Jake	M	✓		✓	✓	✓		✓		100.00 %	Active	Exempted Members Aug 24, 2015
Downs, Colleen	M	✓	✓	✓	M	M	✓	✓		88.89 %	Active	
Duley, Kathy	M	✓	✓	✓	M	✓		✓	✓	100.00 %	Active	Exempted Members Feb 02, 2017
Dumas, MacKenzie	—	—		✓	✓	✓	✓	✓	✓	85.71 %	Active	
Eppler, Kathy	✓	✓	M				M	✓	✓	66.67 %	Active	
Fisher, Connie	✓	✓	✓	✓	✓	✓		✓	✓	88.89 %	Active	

Total: 32 members

Name	Jul 06, 2021	Jul 13, 2021	Jul 20, 2021	Jul 27, 2021	Aug 03, 2021	Aug 10, 2021	Aug 17, 2021	Aug 24, 2021	Aug 31, 2021	%	Current Type	Notes
Giltz, Randy	✓	✓	✓	M	M	✓	✓	✓		88.89 %	Active	
Grindle, Bruce						✓				100.00 %	Active	Exempted Members Aug 24, 2015
Hulbert-Bruce, Allison										0.00 %	Active	
Kalil, Michele		✓	✓	✓	✓		✓	✓	✓	77.78 %	Active	
Kline, Jessica	✓	✓	✓	✓	✓	✓	✓	✓	✓	100.00 %	Active	
LaBombard, Tom	✓	✓		✓	✓			✓	✓	100.00 %	Active	Exempted Members May 01, 2016
LeBlanc-Durocher, Susan	✓	M	✓	✓	✓	✓	✓		✓	88.89 %	Active	
Loreman, Thom			✓	✓	✓		✓	✓	✓	66.67 %	Active	
Loreman, Thomas				✓	✓			✓	✓	44.44 %	Active	
McDowell, Eric	✓	✓	✓	✓	✓	M		✓	✓	88.89 %	Active	
Perry, Maxine	✓	✓	✓	M	✓	✓	✓	✓	✓	100.00 %	Active	
Prescott, Jeff	✓	✓	✓	✓	✓	✓	M	✓	✓	100.00 %	Active	
Queguiner, Libby	M					M	M	✓	✓	55.56 %	Active	
Robert, Adam	–	–	–	–	–	✓	✓	✓	✓	100.00 %	Active	
Senecal, Michelle	M	✓	✓	✓		M	M	✓	✓	88.89 %	Active	
Snook, James	✓	✓	M	✓	✓			✓		66.67 %	Active	

Total: 32 members

Name	Jul 06, 2021	Jul 13, 2021	Jul 20, 2021	Jul 27, 2021	Aug 03, 2021	Aug 10, 2021	Aug 17, 2021	Aug 24, 2021	Aug 31, 2021	%	Current Type	Notes
Snow, Kathy										0.00 %	Active	
Sterling, Joan		✓	✓		✓	M	✓	✓	✓	77.78 %	Active	
Vega-Castro, Elena	–	–	–	–		✓	✓	✓	✓	80.00 %	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.

# Plattsburgh Sunrise Rotary Treasurer's Report

## August 31, 2021

### Assets

Cash on Hand (Change for Raffle/Foodshelf)	\$	100.00
Checking Account - GFNB **	\$	325.77
Checking Account - Community Bank	\$	28,167.90
Savings Account - Community Bank*	\$	27,040.35
Total Checking & Savings	\$	55,634.02
Fixed Assets		
Projector/Screen/Stand	\$	500.00
Total Assets	\$	56,134.02

### Liabilities

50/50 Raffle 8/31/2021	\$	59.00
Accounts Payable (Speaker Donation to Rotary Foundation)	\$	-
Paul Harris Fellow Award - Community Member	\$	1,500.00
Total Liabilities	\$	1,559.00

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

# Plattsburgh Sunrise Rotary Treasurer's Report August 31, 2021

## Expenses since July 31, 2021 Report

Camphill Foundation Phatismo Project (Int'l Svc)	\$	1,000.00
MHAB (Meeting Breakfast Charges)	\$	215.98
MHAB (Meeting Breakfast Charges)	\$	164.97
Zoom Fee	\$	119.92

Annual Membership Dues	
Members Billed	30
Members Paid	24
% Collected thru 8-31-2021	80%



# Profit and Loss

## Plattsburgh Sunrise Rotary Club

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

ACCOUNTS		Jul 01, 2021 to Aug 31, 2021
<b>Income</b>		
Donations, 50/50, Happy \$\$		\$89.50
Interest Income		\$2.30
Mayor's Cup		\$7,873.40
Meeting Room Revenue		\$1,137.00
Member Dues		\$2,550.00
<b>Total Income</b>		<b>\$11,652.20</b>
<b>Total Cost of Goods Sold</b>		<b>\$0.00</b>
<b>Gross Profit</b> As a percentage of Total Income		<b>\$11,652.20</b> 100.00%
<b>Operating Expenses</b>		
Annual Dues		\$2,511.70
Bank Service Charges		\$14.98
International Service Donations		\$1,000.00
Mayor's Cup Expense		\$1,000.00
Meeting Expenses		\$119.92
Meeting Room Expense		\$914.87
Miscellaneous Expenses		\$94.09
Supplies		\$26.40

<b>Operating Expenses</b>	
Website Expenses	\$640.00
<b>Total Operating Expenses</b>	<b>\$6,321.96</b>
<b>Net Profit</b>	
<b>As a percentage of Total Income</b>	<b>\$5,330.24</b> <b>45.74%</b>

# Balance Sheet

## Plattsburgh Sunrise Rotary Club

As of Aug 31, 2021

ACCOUNTS	Aug 31, 2021
<b>Assets</b>	
<b>Cash and Bank</b>	
Community Bank Checking	\$28,167.90
Community Bank Savings	\$27,040.35
Glens Falls National Checking	\$325.77
Petty Cash	\$100.00
<b>Total Cash and Bank</b>	<b>\$55,634.02</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>\$55,634.02</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
50/50 Raffle	\$59.00
Food Shelf Donations	\$56.00
Paul Harris Award Community	\$1,500.00
<b>Total Current Liabilities</b>	<b>\$1,615.00</b>
<b>Long-term Liabilities</b>	
<b>Total Long-term Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$1,615.00</b>

Equity	
Retained Earnings	
Profit for all prior years	\$48,701.78
Profit between Jul 1, 2021 and Aug 31, 2021	\$5,317.24
<b>Total Retained Earnings</b>	<b>\$54,019.02</b>
<b>Total Equity</b>	<b>\$54,019.02</b>

# SUNRISE ROTARY

## Budget 2020-2021

	2021-2022	2021-2022
	Final Budget	Actual YTD
	Jul '21 - Jun 22	Aug '21
<b>Income</b>		
4000 · Member dues	\$5,250	\$2,550
4010 · Mayor's Cup	\$4,000	\$7,873
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	\$1,137
4036 · Polio Plus Raffle	\$750	\$0
4040 · 50/50 Raffle, Fines	\$1,500	\$90
4100 · Interest income	\$15	\$2
<b>Total Income</b>	<b>\$19,515</b>	<b>\$11,652</b>
<b>Expense</b>		
4050 · Holiday Party/Annual Dinner	\$0	\$0
4060 · Paul Harris Award	\$1,540	\$0
5000 · Charitable donations & projects	\$3,000	\$0
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	\$1,000
5006 · Mayor's Cup Expense	\$1,000	\$1,000
5007 · Youth Exchange	\$50	\$0
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	\$915
5015 · Miscellaneous	\$500	\$214
5023 · Bank Service Charges	\$50	\$15
5025 · Conference expense	\$600	\$0
5030 · Supplies	\$250	\$26
5036 · Accounting	\$500	\$0
5040 · Postage	\$150	\$0
5045 · Website	\$750	\$640
<b>Total Expense</b>	<b>\$21,290</b>	<b>\$6,322</b>
<b>Net Income</b>	<b>-\$1,775</b>	<b>\$5,330</b>