

Standing Committees

Committee: OFFICERS

Description: These committees and/or activities fall under the direction of the club and foundation officers.

It includes the Rotary Club of Olympia Foundation. Click on SubCommittees to see detail.

Chair: Colleen Gillespie

Members: Cynthia (Cyndi) Zechmann, Dan Lehuta, Neil DeBoer, Sean Padget, Brian Martin, Debra Stephens, Jim Leonard, Ned Owens, Renetta Wilson

Subcommittee: Club Administration

Description: This committee consists of the 3 admin positions within the club organization: Secretary, Sergeant at Arms, and Club Coordinator. These positions represent the inner workings, or "backroom" functions that keep the club operating effectively, which in turn allow other committees and club officers to fulfill their responsibilities.

Chair: Neil DeBoer

Members: Cynthia (Cyndi) Zechmann, Dennis Cooper, Gretchen Sturtevant

Subcommittee: Sergeant at Arms

Description: Helps set up weekly meetings and assists the club coordinator in running the meeting's admin.

Chair: Dennis Cooper, Jeff Crandell

Members:

Subcommittee: Secretary

Description: Assists club officers in club management, takes minutes at board meetings, and maintains the club event calendar.

Chair: Cynthia (Cyndi) Zechmann

Members:

Subcommittee: Club Coordinator

Description: Handles all back-office tasks of running the club.

Chair: Neil DeBoer



Subcommittee: Financial Management

Description: This group of positions is responsible for managing financial aspects of the club and foundation.

Chair: Ned Owens

Members: Dale Hedden, Larry Poplack, Neil DeBoer, Patty Pich

Subcommittee: Assistant Treasurer

Description: Provides accounting expertise for the foundation.

Chair: Patty Pich

Members:

Subcommittee: Olympia Rotary Foundation

Description: Makes decisions of investment policy and selects

investment entities for our foundation funds.

Chair: Larry Poplack

Members: Dan Lehuta, Cheryl Duryea, Christen Peters, Dale Hedden, K. Wendy Holden, Loren Steffen, Mark Boyer, Mark Elliott, Neil

DeBoer

Subcommittee: Bookkeeper

Description: Provides day to day bookkeeping services and reports to the treasurer at month end. Usually this position is served by the club coordinator.

Chair: Neil DeBoer Members: Ned Owens



Subcommittee: Finance

Description: •Provide the basis for an ongoing stable financial environment for the Olympia Rotary Club.

- •Development of a balanced annual budget for both the club and foundation by July 1st of each fiscal year.
- •Present developed budgets to board for approval.
- •Review income sources and recommend changes as needed.
- •Solicit input from various club activities and provide a careful review of upcoming club expenses, recommending additions and reductions.
- •Solicit input from club membership to help determine financial directions the club should be pursuing.
- •Committee will work in coordination with the Strategic Planning Committee, President Elect as its chair.
- •Committee chair would report to the current club president.

Proposed committee members would be by position rather than specifically appointed members. They would be:

- •Treasurer as chair
- •Current President Elect
- •Club Coordinator
- •Foundation chair
- •3 board directors, possibly on a on

Chair: Ned Owens

Members: Colleen Gillespie, Larry Poplack, Neil DeBoer

Subcommittee: Treasurer

Description:

Chair: Ned Owens



Subcommittee: Nominating Committee

Description: This committee consists of all Past Presidents. It's purpose is to meet annually, before calendar year end, and nominate officers for the upcoming Rotary year that would begin the next July 1st. The nominations would include a President Elect, 3 board directors, Treasurer, Secretary, and Club Coordinator.

One of the documents stored with this committee information that is to be updated each year includes all current members that are eligible to be elected to President Elect. Nomination of directors will be made in accordance with the club bylaws.

In addition, the chair of this committee is by definition the immediate Past President and is the one that calls the nominating committee together to perform its duties. This position is to be updated annually as well each July.

Chair: K. Wendy Holden

Members: Albert Cohen, Bill Lahmann, Bill Latta, Bob Wubbena, Caroline Manger, Chuck Fowler, Fred Adair, Gretchen Sturtevant, Jack Belmont, Judith Blinn, Larry Poplack, Martin Meyer, Oscar Soule, Pat Rants, Sean Padget, Stephen Bean

Committee: CLUB ADMINISTRATIVE SERVICES

Description: This group of committees and Special Assignments or Liaisons deal with operating the club on a day-to-day basis as well as planning for future club operations.

It includes the committees of Cashiers, Invocations, Attendance, IT/Website, History/Archives, Club Bulletin/Wheel.

CLICK ON THE SUB-COMMITTEE TAB TO SEE INFORMATION ON THE INDIVIDUAL COMMITTEES

Chair: Jim Leonard

Members:

Subcommittee: Cashiers

Description: The cashiers are responsible for the management of money exchange for lunch, happy bucks, early leavers, and the raffle. They also take in funds for dues, birthdays and other member payments. Cash, check & credit cards are handled.

Chair: Lynn Wofford

Members: Christen Peters, Dan Lehuta, Jeannine Roe, Renetta Wilson



Subcommittee: **Invocations

Description: This committee consists of members who, on a rotating basis, does the invocation at each of our Monday lunch meetings. The committee chair makes the assignments. The Invocation Committee met and came up with guidelines. It can be a prayer, inspirational message or quote; with one minute or less in

duration. The membership roster is divided into four sections with each member of the committee taking a three month responsibility for the Invocation by selecting from their assigned one quarter of the Club membership. The Chairman of the Invocation Committee should be responsible for administering this policy.

Chair: Reid Bates

Members: Caroline Manger

Subcommittee: **IT/Website/Wheel Publishing

Description: This activity involves managing the club's website, posting on Clubrunner and sending out photo albums to the membership as well as the Wheel. Also is instrumental in determining some IT needs for the club.

Chair: Nate Naismith

Members:

Subcommittee: **Wheel (Newsletter) Reporters

Description: This subcommittee is a portion of the full entity of Wheel reporting, publishing and website management. This committee consists of members who act as "reporters" during our weekly lunch meetings. They will record the events of the meeting including a summary of the speaker's presentation. Their report is then forwarded (by e-mail) to the committee member responsible for publishing the newsletter, called the "Wheel". Each committee member will be assigned to report about once every 6-8 weeks.

Chair: Bob Heck

Members: Diane Gallegos, Dirk Farrar, Jim Balz, Kyle Cronk, Laurie Dolan, Matthew DeBord, Peter Brennan, Richard Hull, Tom McLean

Subcommittee: Greeters (New red badge members)

Description: New members will be assigned temporarily to greet members coming to the weekly luncheon and scan their attendance badge. Assignments are made by the club coordinator.

Chair: Neil DeBoer



Subcommittee: **Happy Bucks

Description: Handles the "Happy Bucks" portion of our weekly luncheons.

Chair: Jim Leonard

Members: Albert Cohen, Cynthia (Cyndi) Zechmann, Dan Lehuta, John

Sabo, Kalo Wilcox, Pat Rants
Subcommittee: Archives

Description: Collects and maintains historical information pertaining to the club. Our charge includes that our committee is to plan for our 100th Anniversary in 2020. Some kind of publication will be developed for that event.

Chair: Rusty Chalmers

Members:

Subcommittee: 100th Anniversary Committee

Description: Plan for the celebration of our Centennial Year in 2020

Chair: Dick Blinn, Judith Blinn, Rusty Chalmers

Members: Colleen Gillespie, Jim Leonard, K. Wendy Holden, Larry

Poplack, Richard Hull

Subcommittee: **Greeters (blue badge / Board members)

Description: Stand at front with the red badge greeter. Greets members and others. Welcomes and directs guests and speakers.

Chair: Neil DeBoer

Members: Cynthia (Cyndi) Zechmann, Dan Lehuta, Sam Bovard

Subcommittee: Wheel Reporters

Description: Take notes at meetings and turn in to the IT/Wheel Publishing group to be posted on the website and social media as necessary.

Chair: Bob Heck

Members: Peter Brennan, Richard Hull



Committee: COMMUNITY DEVELOPMENT SERVICE

Description: This group of committees is designed to address services that will enrich our local community with grants and other local projects.

It includes the committees of Community Development Grants (Fred Balz), Literacy, Cool Jazz/Clean Water-Wine Tasting, Rotary Point Park among others..

CLICK ON THE SUB-COMMITTEE TAB TO SEE INFORMATION ON THE INDIVIDUAL COMMITTEES

Chair: Reid Bates

Members:

Subcommittee: Community Giving Committee

Description: Our (Fred Balz) Community Grants Program honors the memory of Fred Balz, MD, a local physician and 50-year Rotarian, by seeking out and funding worthwhile projects of non-profit organizations.

Chair: Mark Elliott, Loren Steffen

Members: Bob Wubbena, Brian Martin, Colleen Gillespie, Dan Lehuta, Geoffrey Crooks, Holly Mason, Jeannine Roe, Joe Scuderi, Mark Gillispie, Seth Goldstein, Warren Carlson

Subcommittee: Literacy

Description: Serves the community and world through 10-35 projects clustered around books and computer-assisted literacy supplies. Members collect donated books (children's, hardbound and paperback) and distribute to 17 local giving-book sites. Rotarian Committee member involvement can be highly customized to fit interests and time availability. Homeless children's backpack program, Book Fair, Rotarians Reading program at a local elementary school, Dictionary Day for homework clubs, tribal community library service and more projects are available to interested Rotarians.

Chair: Diane Gallegos

Members: Susan Lynn Heinold, Christen Peters, Judy Henderson

Subcommittee: Rotary Book Club

Description: A group of Rotarians that meets once/month to discuss books and trade related experiences. We collect books from our members and donate to local community groups.

Chair: Joe Scuderi

Members: Bill Lahmann, Diane Gallegos, Ed Obie, Felix D'Allesandro, Judy Henderson, Laura Arnone, Mark Elliott, Neil DeBoer, Sam Bovard, Tom McLean, Victoria Byerly, Warren Carlson



Subcommittee: Community Campaign

Description: A committee for the purpose of endowing our club's community grants.

The initial endowment goal is \$500,000 by the end of 2015. This goal will be accomplished through a number of activities:

- Become a "Fred Balz Fellow."
- Donation through estate planning
- Matching grants
- Major gifts (defined as \$5,000 or more not used for matching gifts)
- Annual Fundraiser TBD by the end of 2013 (all proceeds go to the endowment)
- Birthday gifts, happy bucks, early leavers, raffle (Mr. Snappy), and auction items (Scuderi eggs, tickets, etc.)

Each fundraising activity will have an infinite life and will sustain the endowment.

Chair: Colleen Gillespie, Laurence Poplack

Members: Bob Wubbena, Dennis Peterson, Gerry Alexander, Gretchen Sturtevant, Jim Balz

Subcommittee: Cool Jazz-Clean Water-Wine Tasting

Description: Committee Members meet once monthly from April thru September and then more often as needed as the event draws nearer. (Held in November) Representatives from all Thurston County Rotary Clubs work together to create the fundraiser that has now raised over \$800,000 for Clean Water and Sanitation Projects, provided over 500 new and used instruments to School Districts throughout the county, and gives annually to a training seminar for non-profits involved in Youth Activities.

Club Reps have responsibility to get information to, and answer questions from, their respective members. This is a rewarding, hard-working committee and I urge committee members to actively recruit from their clubs!

Chair: Corrina Phillips

Members: Bill Lahmann, Bob Wubbena, Debra Stephens, Dennis Cooper, Jeannine Roe, Laurie Tebo, Micky DuMont, Patty Pich

Subcommittee: **Rotary Point Park

Description: A committee made up of about 6 others from other clubs around the south sound area that keeps tabs on the park. We organize clean up days with the clubs/city/and volunteer groups and we fundraise for the park.

Chair: Matthew DeBord

Members: Dana Pethia, Joe Scuderi, Mary Sue Wilson, Pat Rants, Seth Goldstein



Subcommittee: **Salvation Army

Description: Provides for member volunteers to do bell ringing at holiday time and directs proceeds to the Salvation Army.

Chair: Trent Hart

Members: Carly Colgan, Cynthia (Cyndi) Zechmann, Dan Lehuta, Dana Pethia, Dottie Lehuta, James Phillips, John Sabo, Jonathan Pleger

Subcommittee: **Scout Troop

Description: Maintains connection with Boy Scout Troop 2 and Cub Scout Troop for the purpose of ongoing support from the club.

Chair: Joe Scuderi

Members:

Subcommittee: Lakefair Run & Marathon Fund Raiser

Description: Started in 2016.

Chair: K. Wendy Holden, Bill Lahmann, Martin Meyer

Members: Micki Holden-Cooper, Ned Owens, Nick Schmidt

Subcommittee: District Grants Program Committee

Description: The District Community Grants Committee works on one community project each Rotary year with a budget of \$7,000, the cost of which is split 50/50 between our Club and the District.

The project must:

- a. Provide a benefit to more than one person and be for a humanitarian purpose.
- b. Be publicly identified as a Rotary Project
- c. Be of a short-term nature with the expectation that the project will be completed by May 1st of each year. The final to the district report must include detailed invoices applicable to the \$3500 matching grant from the District.
- d. Have two Rotarians from our Club responsible to oversee and complete the project and final report.

Chair: Paul Knox

Members: Felix D'Allesandro, Heather Antanaitis, James Phillips, Laura Arnone, Richard Hull, Warren Carlson



Committee: FELLOWSHIP/PUBLIC RELATIONS

Description: This set of committees will address aspects of the media and public relations as well as facilitating fellowship among our members.

This group has the committees of Media and Public Relations, Weekly Programs, Dine Around activity and a host of others

CLICK ON THE SUB-COMMITTEE TAB TO SEE INFORMATION ON THE INDIVIDUAL COMMITTEES

Chair: Corrina Phillips

Members:

Subcommittee: Club Public Relations

Description: Works to facilitate an image of the club and its activities through media communications, Facebook and our own website.

Chair:

Members: Neil DeBoer, Nick Schmidt Subcommittee: Weekly Programs

Description: The Olympia Rotary Program Committee's mission is to supply informative, timely programs that are relevant to the members and our community.

Chair: James Larson

Members: Albert Cohen, Bob Wubbena, Cheryl Duryea, Chuck Fowler, Colleen Gillespie, Holly Mason, Jeannine Roe, Jonathan Pleger, Judy Henderson, Nick Schmidt, Oscar Soule, Richard Cushing

Subcommittee: Birthdays

Description: Facilitate a celebration each month for all members whose birthdays fall therein. Manage the distribution of monthly birthday letters to each member.

Chair: Felix D'Allessandro

Members: Christen Peters, Dan Lehuta, Dirk Farrar, Nancy Zussy Allen

Subcommittee: Story Committee

Description: Provides brief but humorous stories during the weekly lunch meeting.

Chair: Caroline Manger

Members: Dan Lehuta, Stephen Bean



Subcommittee: Patriotic Songs

Description: These committee members will lead our group at luncheons and other activities in song wherever necessary.

Chair:

Members: Colleen Gillespie, Dana Pethia, Nancy Zussy Allen

Subcommittee: **Raffle Tickets

Description: Sells raffle tickets to members at weekly luncheon meeting. Winning ticket holder gets to spin the "Mr. Snappy" wheel and claim their prize.

Chair: Gretchen Sturtevant

Members:

Subcommittee: **Pub Night

Description: A gathering of members at various venues for fun and

fellowship.

Chair: Sam Bovard

Members: Nick Schmidt, Sean Padget

Subcommittee: **Dine Around

Description: Organizes members and partners/spouses into small groups sharing dinner and fellowship at each member's home or venue of choice.

Chair: Debra Stephens, Tom McLean

Members: Geoffrey Crooks

Subcommittee: **Visiting Rotarians announcements

Description: Announces at lunch meetings Rotarians from other clubs

paying us a visit.

Chair: Gretchen Sturtevant

Members:

Subcommittee: Sport Shooting & Gun Safety

Description: Target shooting events. Group discussions of gun safety, self defense, 2nd amendment and related issues. Meets about once a month.

Chair: Neil DeBoer

Members: Cynthia (Cyndi) Zechmann, Dana Pethia, Dennis Adams, Dick Blinn, Gina Carlson, Jeff Crandell, Jim Balz, Judith Blinn, Larry Poplack, Mark Elliott, Ned Owens, Sean Padget



Subcommittee: Olympia Rotary 100 Year Anniversary

Description: This committee will develop and plan for the club's 100 year anniversary in 2020.

Chair: Dick Blinn, Judith Blinn, Rusty Chalmers

Members: Dan Lehuta, Albert Cohen, Bill Latta, Bob Heck, Bob Wubbena, Christen Peters, Chuck Fowler, Colleen Gillespie, Corrina Phillips, Dana Pethia, Debra Stephens, Gerry Alexander, Gretchen Sturtevant, Jim Leonard, Judy Henderson, K. Wendy Holden, Kalo Wilcox, Kelly Cooper, Larry Poplack, Laurie Dolan, Nick Schmidt, Ralph Munro, Richard Hull, Sean Padget, Trent Hart

Subcommittee: Book Club

Description: Meets once a month at a local restaurant to discuss books, movies and TV shows that the members have read or viewed.

Chair: Joe Scuderi

Members: Dan Lehuta, Felix D'Allesandro, Judy Henderson, Mark Elliott, Neil DeBoer, Sean Padget, Warren Carlson

Committee: MEMBERSHIP SERVICES

Description: This group of committees deal with the administrative services needed to address member concerns and general admin activites to keep the club running smoothly

It includes the committees of Leadership Development, Awards (including Carl Reder), Rotary Cares, Membership & Classification, and Membership Engagement & Participation.

CLICK ON THE SUB-COMMITTEE TAB TO SEE INFORMATION ON THE INDIVIDUAL COMMITTEES.

Chair: Debra Stephens

Members:

Subcommittee: Leadership Development

Description: This committee will endeavor to promote leadership skills in Interact and Rotaract as well as within our own membership.

Chair: Caroline Manger



Subcommittee: Club Awards and Recognition

Description: An award to one of our members for service above self either for a particular project or for a lifetime of service to our community. Committee Members are Past Award Recipients.. One of our most key awards is the Carl Reder "Service Above Self" award.

Chair: Judith Blinn

Members: Lori Woodland, Martin Meyer, Oscar Soule, Stephen Bean

Subcommittee: Rotary Cares

Description: The Rotary Cares Committee is the conduit for information about club members whose health and life circumstances warrant an expression of caring and concern from fellow Rotarians. Assignments may come from the President or the Membership Services Director, and suggestions may come from any club member. Communication may be in the form of a note, email, phone call, or visit depending on the circumstances.

In collaboration with the Membership Services Director, the Rotary Cares Committee Chair and committee members review quarterly attendance records and contact those whose attendance warrants a concerned inquiry and/or expression of fellowship. The Membership Services Director keeps the Board of Directors informed as needed.

The Chair may recommend, in accordance with the club's bylaws, that honorary membership be granted by the Board for an ailing member.

Chair: Holly Mason

Members: Jonathan Pleger

Subcommittee: Membership/Classification

Description: Classification and Membership Committee looks into qualifications of proposed candidates for membership, assigns appropriate classification, and works with the sponsor and candidate to be inducted into the club. Retention of members is also an important function of the committee which includes a sub-committee of members who reach out to other members periodically. The members of the Membership Committee meets once annually and does electronic vetting and voting about 25 times annually.

Chair: Tom McLean

Members: Neil DeBoer, Carly Colgan, Dottie Lehuta, Gretchen Sturtevant, Judy Henderson, K. Wendy Holden, Larry Poplack, Lori Woodland, Trent Hart



Subcommittee: District/International Awards (NEEDS CLARIFICATION)

Description: This committee is responsible for the management of awards presented to members from the district and Rotary International. One of the primary awards under its management are the Paul Harris Fellows. It replaces the one-person committee formerly known and the Rotary Foundation committee that handled the Paul Harris Fellow awards. Funds collected for RI Sustaining Membership as well as Polio Plus, which receives PHF points for the donor, will be submitted to RI via this committee.

Chair: Judy Henderson

Members: Bob Wubbena, Dan Lehuta, John Sabo, Lynn Wofford, Patty Pich

Subcommittee: **Rotary Information

Description: Arranges for or conducts orientation sessions for new members being inducted into the club. The sessions are to be presided over by a club past president who are all by default members of this committee.

Chair:

Members:

Subcommittee: Engagement and Participation

Description: Maintains a level of involvement of the membership by insuring their participation in club events and activities.

Chair: Dan Lehuta

Members: Christen Peters, Debra Stephens, K. Wendy Holden, Mary Sue Wilson, Renetta Wilson, Sam Bovard

Subcommittee: First Year Committee

Description: Works with red badge members for the purpose of getting them involved in Rotary and club activities.

Chair: Renetta Wilson, Corrina Phillips

Members: Lori Woodland

Subcommittee: **Club Roster

Description: Maintains roster of all active members in Clubrunner system.

Chair: Neil DeBoer



Subcommittee: New Member Orientation (Must be a Past President)

Description:

Chair:

Members: Bill Lahmann, Dan Lehuta, Sean Padget

Committee: SCHOLARSHIPS/YOUTH LEADERSHIP

Description: These are committees that will address club activities that center around working with helping young people attending high school and/or college.

It consists of these committees: High School Scholarships (Leland Brown and other Olympia Foundation Scholarships), various Interact, Rotaract and ambassadorial Club Sponsorship's, Spaghetti Bowl and Youth Summit

CLICK ON THE SUB-COMMITTEE TAB TO SEE INFORMATION ON THE INDIVIDUAL COMMITTEES

Chair: Renetta Wilson

Members:

Subcommittee: High School Scholarships

Description: High School Scholarships/Leland Brown - Works with Olympia High School to award the annual scholarships to OHS Seniors in the following categories: Lee Brown, Chick Rocky Athletic, David Stevens, Les Armstrong, Ed Rogel, Doug McCleary, Betty Ann Balz Nursing, Balz/Firestone/Beal Engineering.

Chair: Mark Boyer

Members: Bill Latta, Cheryl Duryea, Loren Steffen

Subcommittee: RYLA-Interact-Rotaract Club Sponsorship

Description: Helps both Interact and Rotaract clubs work in harmony with our club that sponsors them.

Chair: Sarah Clinton

Members: Christen Peters, Jim Balz, Mary Sue Wilson, Richard Hull Subcommittee: Scholarship Fundraising (former Spaghetti Bowl)

Description: Organizes the annual spaghetti dinner held at Olympia High School prior to the big football game between OHS and Capital High. Other Scholarship fundraisers.

Chair:

Members: Albert Cohen, Colleen Gillespie, Judith Blinn, Mark Boyer



Subcommittee: **Youth Summit (funded by Cool Jazz)

Description: The activities of this group has been members of the local Boys & Girls club assisting our own club members at the annual Jazz Festival.

Chair:

Members:

Subcommittee: **Ambassadorial Scholarships

Description: A complete description of this committee is still pending. Contact the committee chair (Gerald Pumphrey) for more details.

Chair:

Members:

Subcommittee: **Golden Bear Award

Description:

Chair: Renetta Wilson, Sarah Clinton Members: Christen Peters, Lorie Linn

Committee: INTERNATIONAL DEVELOPMENT SERVICES

Description:

Chair: Geoffrey Crooks

Members:

Subcommittee: Cool Jazz

Description: Organization and coordination of the annual Cool Jazz Event at the Washington Center for the purpose of raising funds for local and international projects.

Chair: Corrina Phillips

Members: Bob Wubbena, Dana Pethia, Dennis Cooper, Jeannine Roe,

Laurie Tebo

Subcommittee: Polio Plus

Description: Updates club members on the current status of polio eradication in the world and Rotary's role in that effort. Also encourages contributions and participation of club members in the Polio Plus efforts and goals.

Chair: Ralph Munro Members: Joe Scuderi



Subcommittee: The Rotary Foundation Contributions

Description:

Chair: Christina Daniels

Members: Judy Henderson, Richard Hull, Warren Carlson

Subcommittee: Youth Exchange

Description: Coordinates the activities and care of our foreign exchange students while they are in our country.

Chair: Rosemary Barnhart

Members: Caroline Manger, Heather Antanaitis, Kelly Cooper, Lorie Linn,

Mo Considine, Pat Rants, Warren Carlson

Subcommittee: Thurston County Water Committee

Description: Multi-Club Group that coordinates water and sanitation

grants to international projects.

Chair: Bob Wubbena

Members: Bill Fishburn, Kelly Cooper, Warren Carlson

Committee: FINANCE COMMITTEE

Description:

Chair: Ned Owens

Members: Colleen Gillespie, Neil DeBoer