

VICKSBURG ROTARY CLUB BOARD MEETING AGENDA
Tuesday, Feb 21, 2022 11:45 to 1:15 pm
Schoolcraft Township Hall 50 VW Ave East, Vicksburg, MI

Members: Syd Bastos (Pres), Mike Wunderlin (Pres Elect), David Aubry (Pres Nominee), Don Ulsh (Past President), Mike Tichvon (Secretary), Danna Downing (Treasurer), Eric Hansen (Board Member)

1. **Call to Order**
2. **Approval of Agenda – Any additions?**
3. **Consent Agenda *Approval Needed***
 - a. Minutes (pg 2)
 - b. Treasurer’s report (pg 3-5)
 - c. Finance Committee Process/Calendar Final (pg 6)
 - d. Correspondence (pg 7)
4. **New Business**
 - a. Rotary Hero Nomination (Due April 14). ***Ready for approval?***
 - b. Member satisfaction survey results (handout at meeting)
 - c. Leadership transition plan?
5. **Old Business** (As much as we can cover with remaining time)
 - a. Updates:
 - i. Funding priorities (update from club survey – hand out at meeting)
 - ii. 501c3
 - iii. Impact Club
 - iv. Strive
 - v. Website
 - b. Funding request Nazarene camp (pg 8). ***Approval Needed***
6. **Member Comments** (5 min)
7. **Adjournment**

Parking Lot – Items that are not current priority – add to agenda as needed and/or as time permits:

- Improve the continuity plan between Presidents (current, elect and nominee). Get on the training cycle offered by District and RI! – *Admin Committee assignment?*
- Evaluate the health of the club – *Member Committee assignment?*
- Create operational procedures & policies, review governance documents – *Admin Committee and Finance Committee assignments?*
- Authority to act – when can a club member act on his/her own vs the board vs president? *Board or Admin Committee assignment?*
- Diversity, equity and inclusion
- DACdb training
- Showboat trailer repurpose/branding
- Magicelebration. Advocate (Bill Adams) out of service indefinitely. Parking lot?
- Club administrator idea. Lee now proposing unpaid volunteer, compensate by paying for meals or waving/reducing member dues.

Rotary Club of Vicksburg

DRAFT

Board Meeting Minutes December 20, 2022

Attending: Bastos, Wunderlin, Tichvon, Downing, Hansen

1. **Call to order:** 11:50 AM
2. **Approval of Agenda:** Hansen motion to approve, with addition to New Business, second by Tichvon, Approved.
3. **Consent Agenda**
 - A. Minutes: Motion by Tichvon to approve Minutes as amended by Bastos, second by Hansen, Approved.
 - B. Treasurers Report: Motion by Tichvon, second by Hansen, approved
4. **Old Business**
 - A. Downing, Finance Module: Up and running, first invoices sent out, seems to have worked. Danna would like to report on Finance Committee meetings and Updates, at the board meetings.
 - B. Bastos, Club Goals for Citation: To get Citation the club needs to meet 13 of the 17 goals. 5 goals met, 2 goals on track, 3 goals could be met, 2 goals in jeopardy, 1 goal missed. Media stories about club projects; need to get clarification on what can be included. Update Website and social media; Syd to reach out to DG, to see if we can eliminate first 3 months, as we were not up to speed yet. Some thoughts; put future speakers in the paper, to possibly attract people to meetings. Syd to reach out to District to see about possible speaker from the Public Image workshop.
 - C. Bastos, repurpose old Showboat trailer: Go to Foundation to see about funding to repurpose trailer to better suit the Safe at Home Project, and Scrap Haulers project, and possible branding for trailer.
 - D. Aubry, scrap program: No update.
 - E. Bastos, Christmas Card Lane: Auto pilot for next year, did receive invoice for this year.
 - F. Fundraising idea, Magic celebration event with Rick Fisher at FAB Magic: Bill Adams meeting with Rick, potential to make approximately upwards of \$20,000, Bill not to proceed with anything without board approval.
5. **New Business**
 - A. New website costs and concerns: Cost is \$100.00 per year, with a \$99.00 initial setup fee, to be waived. Concerns about all members information, becomes public, and can zoom meetings be done through it. Melissa and Syd, to report back to Board.
 - B. Club Administrator: Syd to tell Lee Philport, when the club gets to 50 members, we will discuss this.
 - C. Funding Priorities: Move to after finance committee meeting, board to approve agenda for Jan. 20 meeting with club on funding priorities.
 - D. Fund PETS training for President Nominee: Bastos motion to approve funding for PN to attend PETS, with the PE, second by Downing, approved.
 - E. Donation to VHS Choir, and Generous Hands: Club members donated a total of \$220.00 for the Choir. Motion by Bastos to give the \$220.00 to Choir program, per Dusty's request, and \$200.00 to Generous Hands, out of the Donations fund, second by Hansen, approved.
 - F. Satellite Cub update: A lot of connection to parent club, possible way to get more people involved in the club, need a minimum of 8 people to start, more info to come.
 - G. Strive update: Kathy Forsythe concerned as why there were only 6 students in program, was wondering if the funds for Strive could be used to help fund all Rotary youth programs. Kathy to meet with her family to discuss what could be done, and then report to the Board.
6. **Member Comments**
 - A. Mike Wunderlin suggested to try to get the Rotary club to involved with the Village tree Committee. Possibly matching money from the Village, and maybe going to the Foundation for some funding.
7. **Adjournment:** 1:18 PM

Vicksburg - 2039
Balance Statement
As Of February 18, 2023

ASSET ACCOUNTS**Current Assets**

Checking-KCSB GENERAL	16,822
Checking-KCSB Community Giving	9,596
Checking-KCSB STRIVE	19,592
KCF Endowment Fund Spendable	11,767
Receivables	520

Total Current Assets 58,297

Total ASSET ACCOUNTS 58,297

LIABILITY ACCOUNTS**Long-Term Liabilities**

Total Long-Term Liabilities 0

Total LIABILITY ACCOUNTS 0

EQUITY ACCOUNTS

Club Retained Earnings 64,973

NET INCOME - 6,200

Total EQUITY ACCOUNTS 58,773

Total LIABILITIES & EQUITY 58,773

Income Statement

Vicksburg - 2039
Income Statement
 July 01, 2022 through January 31, 2023

	Jan 2023	YTD
ORDINARY INCOME/EXPENSE		
INCOME ACCOUNTS		
Club Initiation Fees	0	25
Club Member Dues	0	4,030
Club Member FINES	73	572
Club Member Social Payments	0	980
RI Foundation Contributions	0	0
Annual Fund (50/50)	40	594
Disaster Relief	0	0
Polio Income	57	558
KCF Club Contributions	225	455
Club Project Income		
STRIVE PROJECT	0	193
SAFE @ HOME	0	0
Community Service Projects	0	0
Total Club Project Income	0	193
Club Fundraiser Income		
Old Car Festival 50/50	0	0
Scrap Metal Recycling	42	5,931
Total Club Fundraiser Income	42	5,931
Grants	0	0
Interest Income	0	6
Miscellaneous Income	0	860
Total INCOME ACCOUNTS	437	14,204
EXPENSE ACCOUNTS		
Dues paid to DISTRICT	744	1,714
District Foundation Contributions	0	475
Dues paid to RI	1,304	2,967
RI Foundation Polio Plus Expense	0	464
RI Foundation Annual Fund Expense	0	572
KCF Quarterly Distributions	0	5,815
Community Giving	200	450
Gift and Award Expenses	0	425
Club Member Social Expenses	0	1,001
Training Expense	0	0
Travel Expense	0	0
Office Expense	0	669
Committee Expenses		

PR Expense	0	910
Membership Expense	0	283
Total Committee Expenses	0	1,193
Club Fundraiser Expenses		
Scrap Metal Recycling	0	705
Old Car Fest 50/50	0	0
Total Club Fundraiser Expenses	0	705
Club Project Expenses		
STRIVE		
Awards	0	180
Celebrations	0	350
Tuition/Scholarships	0	2,473
Refreshments	86	218
STRIVE Fundraising Expenses	0	0
Total STRIVE	86	3,220
SAFE AT HOME		
Community Service Activities	0	364
Total Club Project Expenses	86	3,584
Credit Card Fees	0	0
Bad Debt/Write-offs	0	0
Bank Fees	0	0
Miscellaneous Expense	0	129
Total EXPENSE ACCOUNTS	2,334	20,162
NET INCOME	(1,897)	(5,958)

Rotary Club of Vicksburg Finance Committee

COMMITTEE STRUCTURE

- Includes Club Officers and other interested members
- Committee to be chaired by club Treasurer
- Meets at least four times per year
- May meet additionally, at the request of the Board President

PRIMARY DUTIES

1. Monitor Quarterly Financial Reports
2. Assist Board in gathering financial information for:
 - a. Strategic Planning
 - b. Fundraiser Evaluation
 - c. Donation Priorities
 - d. Annual Review of Membership Dues
3. Work with Board and Committee Chairs to DRAFT an annual budget
4. Review the annual budget with board and implement their input into a FINAL annual budget for approval by the full Board of Directors
5. Provide financial training as needed for Board and Members

ANNUAL COMMITTEE TIMELINE

JULY/AUGUST

Finance Committee (FC) members appointed
Committee trained by Treasurer

OCTOBER/NOVEMBER

Q1 Reports mailed to FC for review
Q1 FC input and questions due to Treasurer by 10/15
Q1 Reports approved at October Board Meeting
Q1 Reports sent to members in Secretary's Report
FC meets to approve 990 info for filing tax report

JANUARY/FEBRUARY

Q2 Reports mailed to FC for review
Q2 FC input and questions due to Treasurer by 2/15
Q2 Reports approved at February Board Meeting
Q2 Reports sent to members in Secretary's Report
FC supports strategic planning process as requested

MARCH

FC meets to prepare DRAFT budget for March Board Meeting

APRIL

Q3 Reports mailed to FC for review
Q32 FC input and questions due to Treasurer by 4/15
Q3 Reports approved at April Board Meeting
Q3 Reports sent to members in Secretary's Report
Treasurer incorporates Board input for FINAL Budget

MAY

FC meets to recommend FINAL Budget
Approved Budget sent to members via Secretary's Report

JUNE

Q4 Reports mailed to FC for review
Q4 FC input and questions due to Treasurer by 6/15
Q4 Reports approved at June Board Meeting
Q4 Reports sent to members in Secretary's Report



P.O. Box 313
Vicksburg, MI 49097
generoushands.org

1/25/23

Vicksburg Rotary
P.O. Box 141
Vicksburg, MI 49097

Dear Vicksburg Rotary,

Thank you very much for your continued support of Generous Hands and the children and families in our community. We are extremely grateful for your thoughtful gift of \$ 200.00 in 2022.

Your kind and compassionate support truly does make a difference. Your gift will be used to feed children, purchase school supplies, stock three "Blessing Boxes", provide personal hygiene items, and support First Day Shoe Fund.

Thank you for your kindness and genuine concern for these families, and for being part of our village; we could not do what we do without people like you.

With heartfelt appreciation from everyone at Generous Hands!

It takes a village to raise a child.

Generous Hands, Inc. tax number is 20-1887278

Generous Hands is supported entirely by grants, gifts and donations.

Your gift is tax deductible under Section 501c(3) of the 1954 IRS Code; please consult your tax advisor.

No goods or services were provided in consideration of this gift.

Generous hands are blessed hands, because they give bread to those in need.

Proverbs 22:9

Vicksburg Rotary Club

Funding Request Form

Date: 1-30-2023

Name of Organization Indian Lake Nazarene Camp

Street Address 8258 Victory St

City Vicksburg State: Michigan Zip Code 49097

Contact Person Dave Becker Title Camp Director

Phone Number 269-649-2281 E-Mail dave@indianlake.camp

FUNDING REQUEST

Project Name AED

Total Project Budget 6,000

Amount of Request 2,000

Other Funding Partners Michigan District, Vicksburg Chamber of Commerce

Geographic Area Served 200+ acres including 195 homes

Population Served approximately 600 average

Estimated Number Served approximately 600 average

How will this benefit our community?

Quick action saves lives, so having an AED close by and using it, can greatly increase survival rates. We have many visitors and residents on the camp. Everyone could benefit from having an AED here.

ACTION TAKEN

Request Approved Request Denied

Amount of check _____ Check Number _____ Date _____

Date Needed _____

Other Action/Notes: