**Rotary Club of Manassas**

**Board of Directors Meeting**

**Wednesday November 20, 2024 Minutes**

Slate of Officers Beginning July 2024 for the 2024-2025 Rotary Year-

President: Ab Basu

President Elect: Luke Croushorn

Vice President: John Heltzel

Treasurer: Bill Holliman

Secretary: Robyn Williams

Sergeant at Arms: Bill White

Director at Large: Willis Jones

Immediate Past President: Cheryl Macias

Present: Ab Basu, Willis Jones, Cindi Kacer, John Goldwater, Cheryl Dashiell, Xiao-Yin Byrom, Luke Croushorn, Bill Holliman, Bill White, Ernie Newland, Kris Evans, and Cheryl Macias.

**Meeting Call to Order** at 10:30 AM

**Approval of the Minutes presented by Cheryl Dashiell, assisting Robyn Williams who is out of town:**

Willis Jones motioned to approve the minutes, seconded by Cindi Kacer. **Motion passes.**

**Treasurer’s Report presented by Bill Holliman and John Goldwater, Treasurer**

The Treasurer’s report was distributed and reviewed. We are transitioning treasurer responsibilities from Bill Holliman to John Goldwater. We are also transitioning the supporting application from QuickBooks to DACdb. John reported that the transition is going well. John must enter all the invoices for the past few months onto the DACdb version. Bill has been using QuickBooks and John DACdb and all their balances have matched, so they feel confident of the transition to this point. The reports we had to review had been produced by QuickBooks.

We have about $7500 in overdue receivables. A number of people are behind. Independent of that, John said we have “healthy balances.” We have around $68,000 in the bank and will be donating $24,000 of that to Willing Warriors today. A transfer to the foundation will be made soon.

Bill reported that we have collected around $15,000 for meals and spent $8700.

Ab reported that he received an email from Manassas Baptist church saying that they will return $1050 of the rent we paid in advance to use their facilities until the end of the year.

Bill noted that we haven’t invoice the Impact members yet.

Willis Jones moved we accept the Treasurer’s Report. Cheryl Macias seconded the motion. **The motion passed**.

**President’s Report by Ab Basu**

Ab distributed a draft budget. He said it was based on last year’s budget. The objective today was to review the needs of the committees.

The first item was Club Administration which includes Programs and Social Events. Program wise, for the two Christmas programs, we will pay the Manassas Chorale $300 and the accompanist $150 for the December 18 program. The Social Events would include the Christmas Party. We discussed whether we would want people to pay for that. We decided to make a donation plate available. We agreed to leave this line item at $2,500.

We discussed Community Service, which includes service projects and Impact. These should be budgeted $4,000 each. We discussed the PEP Literacy program which gets a district grant. It should be added as a line item under Community Service and be allocated $7500.

The budget for International Service is $5,000. The items we need to support are Wheelchairs, ShelterBox, Water Project. We will be matching what the Rotaract Club earns at the Christmas Parade selling hot dogs to send to ShelterBox. The funds from some of these organizations should come from the Foundation. According to Xiao-Yin, the $5,000 should be enough.

Membership is currently budgeted at $2,500. Bill Holliman feels that this might be low. We adjusted it to $3,500.

Public Image has $500 allocated. This must cover the $1,000 fee for the Christmas Parade entry and the $500 fee for Veteran’s Day parade entry. We adjusted the budget to $2,500.

We decided to make the Rotary International Foundation $0.

The Vocational (CTE) Scholarships should be budgeted at $6,000 ($1500/scholarship).

Summary of Program Committee Budgets:

Club Admin $2,500

Community Service $8,000

International Service $5,000

Membership $3,500

Public Image $2,500

RI Foundation $0

Vocational $6,000

John moved we accept this part of the budget. Cheryl seconded. **The motion passed.**

Ernie moved that we not charge our guests for the Thanksgiving meal. Bill Holliman seconded the motion**. The motion passed.**

Ab reported that a representative from Willing Warriors will be at the meeting today to receive the $24,000 check from the Corn Hole tournament. He also bought a $200 gift certificate to Black Sheep to give to Rob Lowe for his help with the tournament.

Ab reported that we have given over $6,000 to Alzheimer’s. For CART (Coins for Alzheimer’s Research Trust), we are to make a light blue bucket available during meetings for people to drop their change into. Ab is looking for a volunteer to be responsible for this.

We discussed current leaves of absence. Ab talked with David Lamb recently and asked if David would like to be part of the Impact club. David said that he thought things might be slowing down so that he can return to the day time club soon, but would like to extend his LOA for now. Greg Mason went on a 6-month LOA in May. Our by-laws only allow up to 6-month leaves. Bill Holliman moved that Ab be allowed to use his discretion to extend the two LOAs through the end of the year. Luke seconded it. The motion passed.

Luke reported that the Reverse Raffle committee recommends that proceeds from the event be donated to the following organizations in equal amounts (25%):

* Rotary Club
* Connections
* Medical Missionaries
* Knights of Columbus

If approval is given to supporting these organizations, we can use that information in advertising.

Cheryl M. moved we support these organization. Xiao-Yin seconded the motion. **The motion passed.**

\*A note was made that this doesn’t include the Silent Auction which is a Foundation event.

**Impact Club Report presented by Cindi Kacer**

Xiao-Yin suggested that the impact news be included in the weekly club bulletin.

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**The meeting was adjourned at 11:37 AM after being motioned by Willis Jones and seconded by Kris Evans.**