**Rotary Club of Manassas, Board of Directors Meeting Minutes**

**Wednesday, August 21, 2024**

**Manassas Baptist Church, Metz Meeting Room**

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, Luke Croushorn, Bill Holliman, Robyn Williams, Willis Jones, Cheryl Macias, John Hetzel, Bill White, Cheryl Dashiell, Ernie Newland, Cindi Kacer, Jeff Brown, Rick Hepburn

**The Meeting Called to Order-**

It was determined that a quorum was present, and Ab Basu called the meeting to order at 10:32 a.m.

**Approval of the Minutes-**

Ernie Newman made a motion to approve the July minutes, seconded by Cheryl Masias. Motion passes.

**Treasurer’s Report-**

Bill Holliman reviewed the Treasurer’s Report and the P&L. The current balance is $26,510; Holding $20,000 in reserve leaves us with an operating balance of $6,510 . RI dues for the district has been paid, as well as DACdb. Accounts receivable: $11,000 outstanding, $4,240 from last year and $7,543 from this quarter.

All of the application fees from the IMPACT Club have been collected and October will be the first quarterly due collections from the IMPACT Club.

Ab Basu stated that we need to obtain the committee chair budget in order to compile the final budget. Some committees do not use their allotted budgets. For example the Membership Committee’s budget was $5,000 and that was not used.

Bill Holliman suggested we transfer $20,000 to the foundation. Cheryl Macias stated that we as a club maintain $20,000 and the remainder is transferred to the foundation. The discussion was do we keep the $20,000 to operate from and pay any remainder at a later point in time? By keeping the funds, it will make it easier on the treasurer to pay expenses.

Luke and Ab will work closely together to begin the planning process for the Reverse Raffle. It was noted that the Ping Pong raffle proceeds is allotted for the next president elect’s budget.

Bill White motioned to approve the Treasurer’s Report, seconded by Cheryl Macias. Motion passes.

**New Business-**

Rick Hepburn reported on the foundation. The donation to the House of Mercy was made so in an appropriate manner. Rick and Jerry Martin visited the House of Mercy. People needing assistance has increased. The House of Mercy is $400,000 in the red. Price of food has gone up. Rick is happy to deliver checks.

Ab asked if we do delay transferring the $20,000, or excess, to the foundation, will it cause any issues at the foundation level? The answer was no. Willis shared that there is $233,000 in the foundation, $100,000 set aside for scholarships. Willis also shared that the $42,000 invested as grown to $68,000.

Bill White, Cheryl D., Cheryl M., and Rick; 2 appointees from the foundation and 2 appointees from the club will work on the taskforce to define processes. Recommendations from the taskforce to be presented to both boards before Christmas.

Rick stated that he does not want the continued work or the task force to interrupt donation requests.

**President’s Report-**

Ab reviewed the survey which was completed two years ago about meeting location wishes. The challenge is convenience and logistics vs. cost. There has been a lot of discussion and City Tavern seems to be the best option. Image is important when deciding on a meeting venue. A decision needs to be made very soon.

Ab presented a general interest draft survey to distribute to the club.

**President-elect’s Report-**

No report

**Committee Reports-**

**Membership: Jeff Brown**

Our Club has grown from 41 to 50 members including the IMPACT Club. The membership committee will finalize the draft survey presented by Ab. We need to make a decision on a Corporate membership after the survey has been complete.

**Club Administration: Ernie Newland**

Cheryl Dashiell shared that we have programs scheduled through the first week in October. She is still looking for members to sign up for program speakers after that. The Thanksgiving meeting will be with the Kiwanis Club and will not need a program for Christmas.

We will need to move our next Executive Board meeting to October 25th as this is the only day our District Governor can attend.

**Social Events: Xiao-Yin**

First Sunday in December she will host a Christmas dinner at her house. Club to pay $1,000

**Public Image:** Kris Evans

No report (absent)

**Service Projects:**

**Literacy: Cindi Kacer**

PEP will begin soon and a calendar will be sent out once the dates have been determined.

Youth Services- No report (Robyn Williams)

**Rotary Foundation:**

Xiao-Yin Byrom has been involved with membership at the district level and public image is important to attract people.

**International: Xiao-Yin**

The Wheel Chair Project will be donating wheel chairs in Bolivia this year.

**Report on Cornhole Tournament-** Kris Evans- No report

With no further business items, the meeting was adjourned 11:50 a.m.