

**ROTARY CLUB OF SWARTHMORE
EXECUTIVE BOARD MEETING**

July 20, 2021

		Attended	Excused
President	Kathryn Jones, MD	X	
President-Elect / Fund Raising	Heather Saunders	X	
President Nominee			
IPP – Past President / Sergeant-of-Arms	Bill Hale	X	
Club Executive Secretary	Brian Casey		X
Treasurer	Theresa O'Malley	X	
Secretary	Brian Craig	X	
Rotary Foundation Chair	Barbara Whitaker-Shimko	X	
Membership Chair	Carr Everbach	X	
Speaker Program	Hillard Pouncy	X	
International Chair / Gundaker	Anne Hansen		X
Service Projects Chair	Lori Markusfeld	X	
Public Relations Chair	Perri Evanson	X	
Grants Committee / Rotary Trust Chair	Betty Ann Flynn	X	
CTEP Chair	Ken Wright	X	
Karen Mazarella-Russo, Assistant District Governor	District Updates	X	

Guests:

None

The meeting was called to order at 1:04 p.m. by Kathryn Jones, President 2021-22.

Opening Remarks: President Kathryn Jones

- Kathryn welcomed the new Rotary board and commented there was a large agenda with important items to cover.

Secretary's Report: Brian Craig

- June 2021 minutes as submitted by President Kathryn Jones were submitted for approval. Ken Wright proposed a revision on the minutes to include the statement, "On a motion duly made and seconded, the proposed Board of Directors for Rotary Year July 1, 2021 through June 30, 2022 was unanimously approved." The statement was added on page three (3) below the list of the board of directors. The minutes were approved as revised.

Treasurer's Report: Theresa O'Malley

1. Concern was expressed about the proposed budget as there appear to be more expenses than income.
2. The club currently has a balance of \$17,000.
3. Theresa has created a separate email for matters related to her position. The email is treasurer.swarthmore.rotary@gmail.com.
4. Club finances will be tracked through Quick Books to enhance transparency.
5. Theresa noted she is learning her position and learning expectations.

6. It was noted future treasurer's reports should include the club's balance, unusual costs, recent activity and other important transactions.

Committee Reports:

Chester Trades Education Project: Ken Wright

1. Ken distributed the information trifold and Project Members Information sheet.
2. A list of members will be distributed by email.
3. The project is starting with an information session on July 27, 2021 which will include the Community College of Delaware County and the group recruiting children for the project.
4. The goal is to recruit ten (10) to twelve (12) students. The current budget is for twelve (12) students.
5. The details of the project are still in progress. Club members will be asked what they can do to help.
6. The Project will be presented to the Rotary Club of Swarthmore at an in-person assembly on August 12, 2021.
7. An envelope will be distributed to each club member with the trifold and a donation form along with a form to track the donations.
8. A motion was made a seconded to distribute the envelopes containing the trifolds, donation forms and tracking forms at the August 12, 2021, assembly. The motion was passed unanimously. A second motion was made and seconded to include four (4) trifolds in each envelope along with accompanying documents. This also passed unanimously.

Fund Raising: Heather Saunders

1. The committee is in the process of being formed.

President Kathryn Jones noted at this point that committee chairs should notify her and the secretary of respective committee members by August 6, 2021.

Grants: Betty Ann Flynn

1. The committee has been formed and members will be sent to the president and secretary.
2. Mike Malone, Brian Casey and Randy Winton have been recruited to the committee to contribute their financial expertise.
3. There are no grant requests to consider.

Gundaker: Anne Hansen

1. The report was presented by Kathryn Jones as Anne Hansen was excused.
2. The previous Rotary board had discussed joining the Gundaker Foundation but no actions were reflected in the minutes.
3. Further action will wait for Anne Hansen's attendance.
4. Gundaker fees will be assessed based on the club's membership as of July 1, 2021

5. Ken Wright has completed the Gundaker application and will review it with Karen Mazzarella-Russo prior to submission after the Swarthmore Rotary Club approves joining the Foundation.

International Service: Anne Hansen

1. The report was presented by Kathryn Jones as Anne Hansen was excused.
2. The committee is currently being formed.
3. Due to circumstances the project in Haiti is being evaluated
4. The committee is going to reconsider Project CURE.

Membership: Carr Everbach

1. Carr has formed a committee of three (3) people. Names will be submitted to the president and secretary.
2. Three (3) new members joined in July 2021: Susan Lathrop, Julie Millward and Chris Hanlon.
 - Kathryn Jones has membership packets for Carr.
 - Kathryn Jones requested a committee member be designated to concentrate on retention.
 - It was noted there is no longer an initiation fee.

Public Relations: Perri Evanson

1. Perri will provide the names of the committee members.
2. Perri noted she has two (2) jobs, public relations for Rotary and public relations for the Chester Technical Trades Project (CTEP).
3. Public relations for Rotary has been very successful with high visibility in Swarthmore.
4. *The Swarthmorean* will feature a "Rotary Minute" in each weekly edition.
5. An article by Heather Saunders, "An Exciting Year Ahead for the Rotary Club" was featured in the July 2, 2021 edition of *The Swarthmorean* (copies of the article were distributed to those present).
6. Perri noted Francy Cross, the Rotary Club of Chester President, has secured Channel 10 for exclusive coverage of the CTEP at Delaware County Community College. The event will be video recorded. It is expected the event will be mentioned in several blogs
7. Perri noted Riverside Futures is a supporter of CTEP.
8. Hillard Pouncy applauded the above referenced article and made note of Betty Ann Flynn's excellent photography included in the article.
9. It was noted the Rotary Calendar had been provided to *The Swarthmorean* and there was concern the publication of the Zoom link could cause problems. This will be discussed further to insure control of access via Zoom.

Rotary International Foundation: Barbara Whitaker-Shimko

1. Barbara noted she would attend the November meeting of the Foundation.
2. Barbara noted the confusion caused by the difference between the calendar year and the Rotary year for those trying to track their donations. At this time she is using the calendar year to try to avoid confusion.
3. This issue will be explored further with the assistance of Elizabeth Church and George Whitfield.
4. The progress of Foundation giving will be checked again in November.

5. Barbara noted the confusion caused by District and National messages about Foundation giving along with the club messages. This issue will be explored further.

Speaker Program: Hillard Pouncy

1. The current committee consists of Hillard, Anne Hansen and Carr Everbach. Hillard is looking for additional members.
2. Hillard discussed the current speaker calendar which he had distributed in an email.
3. Future speakers and events being planned include an address by the Rotary District Governor, the Christmas program at CADES with the Silver Tones, the Haiti clinic, and the CURE Project. Perri Evanson suggested including a presentation by Garland Thompson, Executive Vice President of Riverside Futures. He is a good speaker and has had a fascinating life including working at the Philadelphia Inquirer as a editor.
4. It was noted there is a backlog of classification talks.

Swarthmore Rotary Charitable Trust: Betty Ann Flynn

1. Betty Ann distributed a written report showing a checking account balance of \$15,385.45, a statement savings balance of \$6,730.08, CD accounts totaling \$56,910.81 for a total of \$79,026.34.
2. Betty Ann noted the above total included a \$30,000 commitment for scholarships so the available balance is \$49,026.34
3. This balance does not reflect \$13,000 currently being held for CTEP which will be placed in a separate account.
4. It was noted all grants would come from the \$79,026.34 balance.
5. September 1, 2021 has been set as the goal to reach \$30,000 in donations for CTEP.
6. The block party planned for September 25, 2021, from 4:00 p.m. to 7:00 p.m. is expected to be a major fund raiser for the project.

District Updates: Karen Mazzarella-Russo

1. Karen noted the district pays for advertising to recruit membership.
2. Carr Everbach will coordinate with Karen to explore this opportunity.

Old Business:

None

New Business:

1. A handout, "Club Goals 2021-2022" was distributed by email and at the meeting.
 - a. It was noted the start of in-person weekly meeting on September 9, 2021, is tentative based on the threat posed by the Delta variant of COVID. If necessary the club will continue Zoom meetings. Kathryn Jones went on to review the items in the handout.
 - b. Item f. in the handout, "Supporting the Environment (District Level) – Perri Evanson suggested Swarthmore College be included as a resource in the effort.
 - c. Under "Financial Goals", item 2 noted a goal of \$30,000 for the CTEP 2021 – 2022 budget.

- d. It was requested Joe Lesniak be contact to determine if there are contingency plans for the Swarthmore Rotary Block Party on September 25th, 2021, in the event of restrictions caused by COVID complications.
- e. Hillard Pouncy believed the goals were excellent and added he felt it was important to have general interest speakers at the weekly meeting to enhance interest of both members and potential members. Perri Evanson strongly supported the comment.
2. A handout, "Calendar of Events 2021-2022" was distributed by email and at the meeting.
 - a. The purpose of the calendar is to provide information as well as integrate processes into club planning as a guide for the club.
 - b. It was noted November is the start of the Rotary Foundation fund raising effort.
3. A handout, "Rotary Club of Swarthmore – proposed budget 2021-22" was distributed by email and at the meeting.
 - a. It was noted that RYLA was not included in the budget.
 - b. After a brief discussion it was recommended that Kathryn Jones coordinate with Theresa O'Malley on the budget. It was noted the budget is flexible and the president had latitude in determining the budget.
 - c. It was recommended Gladys Snively be consulted due to her past experience as treasurer and her expertise in the subject.
 - d. An updated budget proposal will be presented in August.
4. Kathryn Jones announced Joy Charlton will lead the committee to identify the president nominee for 2023-2024.
5. Kathryn Jones will send out a draft agenda for the Assembly Meeting on August 12, 2021.
6. Board chairs are requested to finalize their committee members and send their list to Kathryn Jones and Brian Craig by August 6, 2021.
7. Board members were requested to send agenda items for the next board meeting to Kathryn Jones and Brian Craig.
8. Kathryn Jones distributed Rotary pins to board members.

Adjournment: The meeting adjourned at 2:40 p.m.

The next board meeting is scheduled for August 17, 2021 at 1:00 p.m.

Respectfully submitted,

Brian Craig
Swarthmore Rotary Secretary 2021-22