

**ROTARY CLUB OF SWARTHMORE**

**EXECUTIVE BOARD MEETING**

**November 16, 2021**

		Attended	Excused
President	Kathryn Jones, MD	X	
President-Elect / Fund Raising	Heather Saunders	X	
President Nominee	Greg Brown	X	
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
Climate Chair	Dave Firn	X	
Karen Mazzarella-Russo, Assistant District Governor	District Updates		X

Guests: None

The meeting was called to order at 6:03 p.m. by Kathryn Jones, President 2021-22.

**Opening Remarks:** President Kathryn Jones

- Kathryn welcomed everyone and thanked them for attending.

**Secretary's Report:** Brian Craig

- Kathryn Jones noted a correction to the minutes of October 19, 2021, on page 5, Service Projects, item 2, the date should be October 30<sup>th</sup>. On a motion by Barbara Whitaker-Shimko, second by Heather Saunders, the amended minutes were approved.

**Committee Reports:**

**Chester Trades Education Project:** Ken Wright

1. Kathryn Jones gave the report due to the excused absence of Ken Wright.
2. Thirteen (13) part-time students are now enrolled in Cohort 1, one (1) had to drop out due to a full-time job.
3. Classes are still being taught at the Ruth L. Bennett facility. Students have been going to Delaware County Community College (DCCC) on weekends to start some technical training.

4. The Student Success class is a mandatory subject for an Associate Degree program at DCCC. The tuition for the Cohort students is being paid by the program. It is a three (3) credit, 45 hour course teaching time management, how to be successful, preparing for job interviews, how to be successful in a work place environment. John Linder, a DCCC adjunct professor, is teaching the course.
5. It is expected the thirteen (13) students will complete the course including their paid internship at the HUD refurbishment center by the summer of 2023.
6. The CTEP leadership in the last week decided to postpone the start of Cohort 2 until August 2022 for various reasons. The primary reason was to slow things down to insure Cohort 1 is successful. It will allow more time to focus on Cohort 1 and allow for identification of the next group of students. It also allows more time for fund raising.
7. Fund raising goals for 2021 – 2022 have been achieved and is still ongoing.
8. Planning for the culinary arts cohort will start next summer and the cohort will hopefully start in 2023.

**Climate and Environment:** David Firn

1. David referred to the Swarthmore Borough Energy Transition Task Force.
2. Swarthmore Borough Council passed a resolution in 2019 encouraging residents, businesses and institutions to join in a nationwide movement to transition to 100% renewable energy for electricity by 2030 and for transportation by 2050.
3. The Swarthmore Environmental Advisory Council was going to commission a committee by April 2020. The task force is now active.
4. Carr Everbach invited Robin Schaufler of the EAC to the first meeting of the Climate Committee. She advised of ways the committee could help the task force. She provided a list of different types of skills such as proficiency in using Excel spreadsheets. The committee could distribute this list of needs to the Swarthmore Rotary Club to get help with these tasks.
5. Distribution of the list is being delayed to allow for the creation of a mission statement so Rotary members can better understand the needs of the task force. Robin Schaufler also recommended waiting until they go live with a web site which should happen in the next two (2) weeks.
6. The committee will hold another meeting to discuss the best ways to get the information to the Club.
7. Carr Everbach added the possibility of working with aFewSteps.org, a Swarthmore based organization, to help people save money and save energy. The task force is also in touch with this organization. Connection with Swarthmore based environmental groups makes sense for Rotary to get involved.

**Fund Raising:** Heather Saunders

1. Heather introduced the Fund-Raising Tracker spreadsheet which was distributed with the committee reports document.
2. The spreadsheet shows \$2,390.96 taken in for polio eradication based on Happy Dollars, \$748.69 towards the \$1,000 goal for Gundaker, \$33,260.00 for CTEP.
3. Heather noted Theresa O'Malley will show her how DACdb works so these numbers can be tracked there.

4. Heather is also working with Barbara Whitaker-Shimko to get an understanding of the donations given to the Rotary Foundation.
5. Heather noted the goal with the Rotary Foundation is not a dollar amount but rather 100% participation of club members. While she wants to track the total amount given she also wants to track member participation.
6. Carr Everbach asked how people know if they contributed to the Rotary Foundation. Heather hopes to work with Theresa to clarify this process.
7. Barbara Whitaker-Shimko commented she receives some Rotary Foundation contributions by check, some people give on line and she cannot always tell exactly how much members have given.
8. Barbara noted eighteen (18) Swarthmore Rotarians have given so far but the current drive has not yet started. She sent letters several days ago to those who have not yet given requesting their donation and explaining the ways to give.
9. Barbara noted they are trying to upgrade the people who give recurring gifts on line to get them to the Paul Harris Fellow level. Barbara will also send a thank you letter whenever she is notified a member has contributed.
10. Anne Hansen noted Rotary International keeps very good records of donations and sends a spreadsheet to Barbara at the end of the year.
11. Heather Saunders asked if we would ever know a aggregate number given for the year and not necessarily amounts given by individual members.
12. Barbara mentioned a goal set by President Kathryn Jones. Kathryn explained the club goal is 100% participation, there is no monetary amount. Barbara noted we have had 100% participation for the past two (2) years.
13. Kathryn noted the purpose of the spreadsheet was to provide our members with information about donations.
14. Heather noted the spreadsheet provides transparency considering members are asked to pay dues and then they are asked to make various donations which can be confusing and not very transparent.

**Grants:** Betty Ann Flynn

1. Kathryn presented the report as Betty Ann Flynn was excused.
2. Kathryn referred to the report submitted by Betty Ann Flynn showing a total of \$74,026.85 with \$10,385.45 in a checking account, statement savings of \$6,730.59, and CD accounts of \$56,910.81. When you take out the 5-year Scholarship Commitment of \$24,000 there is a balance of \$50,026.85. It is hoped the Fun Fair in May 2022 will replenish funds.
3. Hillard Pouncy asked if there were any approved grants. Kathryn referred to the \$1,000 grant previously noted in the October report and there was a request which was declined because the organization had received previous grants for the past three (3) years, and it is a policy not to approve grants more than three (3) years in a row. There are no other grant requests pending.

**Gundaker:** Anne Hansen

1. Gundaker is meeting tonight, November 16, 2021, for a Bingo fundraiser.
2. Anne noted the Gundaker Foundation meets every other month so there will be an update in December.

**International Service:** Anne Hansen

1. Anne Hansen reported there is a gentleman coming from Liberia in November and December, but the dates are not firm.
2. There is a list of items needed which can be distributed including back packs, underwear, and health care items particularly for women. This is a joint effort with the Chester Rotary Club
3. Kathryn Jones acknowledged getting the printout and will be sending out an email to the club describing the program. Kathryn will use a room in her house to store donated items which will then be transported to the Chester Rotary Club for shipping to Liberia in January 2022.

**Membership:** Carr Everbach

1. Carr reported Four (4) members will be inducted at the Thursday Club Assembly on November 18, 2021. Two (2) fireside chats were completed and two more are scheduled for the morning of November 17, 2021.
2. Other potential members are in process.
3. Carr noted current members should continue to recruit new members and consider diversity, getting members that cross the demographics we want to include in the club. Those potential members should be invited to meetings.
4. Based on a question from Kathryn, Carr responded there are two (2) people who expressed interest in membership at the Minglefest and Carr is still working with them. There have also been more people expressing interest since then.

**Public Relations:** Perri Evanson

- Kathryn noted Perri is still working with the newspaper to publish the Rotary Minutes every week.

**Rotary International Foundation:** Barbara Whitaker-Shimko

- Barbara noted her report had already been covered in the Fund-Raising Committee Report. See above.

**Service Projects:** Lori Markusfeld

1. Lori was excused. She had submitted a report included with the Committee Report document.
2. Kathryn Jones noted the Project Cure event which was held on November 6<sup>th</sup>.
3. Kathryn received an email from Lori regarding the December 4<sup>th</sup> Home For The Holidays event. Lori will be unable to attend that event and needs some volunteers to assist. A follow up is necessary to determine the exact needs for the event including the preparation and distribution of the hot chocolate. Anne Hansen noted Cathy Darrell is a regular volunteer at the event and may be able to provide more information.

**Speaker Program:** Hillard Pouncy

1. Hillard commented he needs to know when the live meetings of the club will resume as he has potential speakers who want to do in-person presentations.

2. Kathryn Jones mentioned the collaboration with the Media Rotary Club to have joint speaker presentations. One of the potential speakers for the joint presentation is Ann Hussey from Maine regarding Rotary's polio eradication efforts and the potential to address COVID.

**Swarthmore Rotary Charitable Trust:** Betty Ann Flynn

- The Charitable Trust was discussed during the Grants Committee report.

**Youth / New Generations:** TBD

- This position has yet to be filled.

**District Updates:** Karen Mazzarella-Russo

1. Karen is currently working on the Gundaker Bingo fund raiser taking place this evening.
2. Heather Saunders noted she attended a Rotary Leadership Institute session last Saturday. Heather felt the training was useful and commented the District Governor Roger Taylor paid the \$25 tuition fee. Several members from the Chester Rotary Club attended and the Media Rotary Club had presenters. Heather felt the information provided about Rotary was helpful and inspiring.
3. Kathryn noted other courses are available and encouraged members to enroll on the web site.

**Treasurer's Report:** Theresa O'Malley

1. Theresa reported a cash balance of \$15,790.15 as of October 31, 2021.
2. Theresa and Heather Saunders have been discussing giving Heather up to date donation balances and Theresa has given DACdb access to Heather to help the process. They plan to meet after Thanksgiving.
3. Theresa is working with Barbara Whitaker-Shimko to better understand Rotary Foundation donations. If the donation is part of the check sent to Theresa for club dues, the Club does not get credit. Theresa noted the last dues notice deleted the Rotary Foundation line to help solve this difficulty.
4. Kathryn commented the 2022-2023 term of Heather Saunders should start with a memo or letter to members explaining the dues structure, donations, what is mandatory and what is requested and stress the hope of 100% participation. Heather noted this is important to communicate to new members as well. Barbara noted that information used to be part of the fireside chat before joining. Carr responded it is not now part of the process but could be added and he noted several potential members asked him about costs.
5. Theresa reported David Houtz will perform the financial review and the files are currently in his office.
6. Josh Twersky has prepared and submitted the club's 2020 tax returns
7. Fourth quarter dues notices have gone out and just over half have been paid, 25 of 47 members. Three (3) people still have not paid third quarter dues.
8. There were minimal expenses in October.
9. Carr asked about the anticipated expenses for the Holiday gathering on December 16<sup>th</sup>. Kathryn responded everyone will be asked to pay \$20 cash at the door to pay for the lunch. That is the only expected expense other than the donation to The Silvertones. The traditional amount has

been \$100. There was a discussion about raising this amount to acknowledge how much everyone enjoys the performance and to support their upcoming international tour.

10. Heather Saunders made a motion to donate \$300 this year, Brian Casey seconded the motion. It was passed unanimously.
11. Kathryn will send an email encouraging attendees to the Holiday lunch to bring gifts for City Team, the Liberia project and others.

**Old Business:**

- None

**New Business:**

1. Heather Saunders gave an update on the Strategic Planning Survey. The results will be presented at the club assembly on Thursday, November 18, 2021. The survey showed members were happy with the club. Respondents liked the speakers. A need for more diversity in the club was noted including younger members. Respondents also noted they liked service projects and think we should be doing more but it was noted getting participants has been difficult. Most were happy meeting for lunch, but this may be an obstacle for a more diverse membership. Heather will give a high-level report but the strategic planning committee will investigate the thoughtful comments more thoroughly.
2. Carr Everbach reported on Diversity Equity Inclusion (DEI). Sometimes accessibility is added to this topic. It generally doesn't apply to the club as we don't have a physical building but limited access due to Zoom could be considered. Rotary International has listed DEI as an important goal worldwide. Carr wanted to consider several things related to diversity
  - a. As mentioned earlier the noon time lunch meetings could be an issue for achieving diversity.
  - b. We have traditional elements to the meeting that should be considered. These include the table grace which should not necessarily be eliminated but changed to be more inclusive. Additionally, the Pledge of Allegiance should be considered as there may be alternatives. He suggested other possible ways to acknowledge the importance of being a part of the United States such as having a different part of the United States Constitution read at each meeting.
  - c. In his role as membership chair Carr wanted to put on the table discussing how we may encourage a more diverse membership.
  - d. Kathryn noted the Strategic Planning Committee can investigate this further. It will allow a variety of opinions to be expressed. DEI is embedded in Rotary International and Rotary District 7450.
  - e. Anne Hansen noted the table grace we use was prepared as a book by Fred Christiansen, a former Swarthmore Rotary member, who tried to make the prayers as inclusive as possible.
3. Kathryn reported the Club Assembly agenda will consist of:
  - a. The induction of four (4) new members by Carr Everbach.
  - b. A finance update from Theresa O'Malley
  - c. A CTEP overview by Ken Wright.
  - d. A review of club goals and performance by Kathryn Jones.
  - e. The major portion will be a Strategic Planning results presented by Heather Saunders.

- f. Concluding remarks.
4. Kathryn reported the nominations for Rotary District 7450 Governor for 2024 – 2025 are being solicited by the District. Three club members were approached and declined. If anyone else is interested please contact Kathryn. The deadline for nominations is December 6<sup>th</sup>.
5. Kathryn raised the meeting format change. She noted once the in-person option was being discussed the incidence of COVID again started to rise. The current plan is to have the last meeting of the year, December 16, 2021, in-person.
  - a. An option was suggested to have alternating meetings in-person and Zoom.
  - b. Carr Everbach raised the issue of disclosing vaccination status at the December 16<sup>th</sup> meeting and future meetings. He mentioned he would be more comfortable knowing people were vaccinated.
  - c. Kathryn noted the wording of the announcement for the December 16<sup>th</sup> gathering included an expectation people were vaccinated and do not have any symptoms.
  - d. It was noted The Inn at Swarthmore does not have a specific mask or vaccination policy.
  - e. Several instances of vaccination required events were discussed.
  - f. The importance of vaccinations to Rotary was discussed.
  - g. Brian Casey made a motion that proof of vaccination, either by an issued vaccination card or photo of one on a mobile device, will be required for attendance at in-person events. Second by Carr Everbach. Motion was passed unanimously.
6. Hillard Pouncy again mentioned the importance of knowing when in-person meetings will take place for scheduling speakers.
7. On a motion by Brian Casey, second by Carr Everbach. the first two meetings in January will be via Zoom with the third and fourth meetings in-person.
8. The menu options for the Holiday lunch were discussed. An entrée of sirloin or turkey were the choices. The sirloin option was chosen.

**Adjournment:** The meeting adjourned at 7:25 p.m.

The next board meeting is scheduled for December 20, 2021, at 6:00 p.m. via ZOOM.

Respectfully submitted,

Brian Craig  
Swarthmore Rotary Secretary 2021-22