

**VISALIA ROTARY COMMUNITY FOUNDATION
MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS**

Buckman-Mitchell, Inc. Community Room
500 North Santa Fe Avenue, Visalia, CA
October 25, 2017

Meeting called to order at 7:00 a.m. by Lloyd Hicks, President.

PRESENT (* indicates voting positions): Lloyd Hicks (President*), Eric Shannon (Executive Chairman*; Director of Long-Range Fund Raising*), Duane Scott (Executive Secretary/Treasurer*), Phil Hornburg (Vice President), Francie Langley (Secretary), Bruce Nicotero (President Elect), Steve Chrisman (Director of Grants*), Peter Golombek (Major Projects Coordinator), Susan Lucas (Director of Scholarship Selection*), Ryan Purkiss (Director of Finance*), Dru Quesnoy (Director of Marketing*), Donn Ritter (Director of Scholarship Administration*), Gerry Schneider (Giving Administration/Tracking), Karen Lovik-Lindberg (VRC*), Glenn Black (VBR*), and Sarahelena Martinez (VLR*). **ABSENT:** Larry Benevento (Treasurer; Director of Planned Giving*), Marty Zeeb (Immediate Past President 2016-2017*), Shirle Reynolds (Executive Assistant), Rilian Ball (VCC*), Tim Foster (VSR*), Lina Contreras (Pres. Visalia Latino Rotary Club (VLR), Paul Sonier, Gene Yunt, and Gary Paden.

MINUTES: The minutes of the September 27, 2017 meeting stand as corrected.

FINANCIAL REPORT: Duane Scott reported the total balance in all the accounts broke the five-million-dollar mark (yay!) and was \$5,048,557.34 at October 18, 2017 compared to \$4,945,760.55 at September 20, 2017. A grant of \$1,000 and scholarships of \$5,250 were paid during the month. The financial report shall be filed. **(Reminder)** The Foundation is now registered with Amazon Smile Foundation. Shop online at smile.amazon.com for eligible merchandise and .5% of the purchase will be donated to our Foundation; **Club Representatives** please remind your clubs.

OLD BUSINESS:

- A.) Scholarship Committee – Susan Lucas reported vocational scholarships are awarded four times a year: August, October, January, and April. The \$1,000 scholarships are disbursed as two payments of \$500 each. One vocational scholarship was awarded during the October application period. Thank you, Susan, and your committee for doing such a wonderful job!
- B.) Brewfest Fundraiser to help fund VRCF Endowment for COS President’s Scholars – Duane Scott reported the event grossed \$50,350, expenses were \$4,492.75, and the net raised was \$45,857.25. The Board deemed the event a “WIN!” Thank you, Dru, and everyone who helped with the event!
- C.) Bylaws Revision – The board of directors of only one member club (Visalia Latino Rotary Club) has signed the amended and restated bylaws. Club representatives are asked to remind their club board of directors to act. Shirle has sent a follow-up email to the member clubs.

- D.) Year End Giving - President Lloyd Hicks requested the year end donation request letter be sent directly to club members. A discussion was held concerning access to member addresses and ways to expedite preparing envelopes for the mailing.

NEW BUSINESS

- A.) Director of Scholarship Administration – Due to his extensive workload, Steve Perry has taken a leave of absence from Rotary. He has agreed to assist with the transition to a successor Director of Scholarship Administration. Phil Hornburg **MOVED** and Eric Shannon seconded to name Donn Ritter as Director of Scholarship Administration with Jeff Moyer to assist him. After discussion the motion was **APPROVED**.
- B.) Visalia Rotary *Club* Scholarship Administration – Phil Hornburg and Duane Scott explained that since the Visalia Rotary *Club* has formed its own 501(c)(3), The Visalia Rotary *Community* Foundation is allowed to transfer the Visalia Rotary *Club* scholarship funds to its *Club* foundation. After paying for costs of administration by the Visalia Rotary *Community* Foundation, there is approximately \$42,000 remaining for transfer to the new organization. A meeting will be held with the board of the Visalia Rotary *Club* Foundation to discuss logistics of the transfer.
- C.) Foundation Clerical Assistance – Phil Hornburg pointed that this Foundation has grown to the point of becoming an actual business. Over the years it has relied on volunteer services and one part-time position for administration. A discussion followed regarding providing help to Shirle Reynolds, our Executive Assistant, who spends from 25 to 40 hours per month on Foundation business. It was suggested that Shirle develop a job description and manage the new part-time employee. The Executive Committee will meet to go over the plan for filling the position.

NEXT MEETING: Since the November and December meeting dates will coincide with holidays, it was decided that Steve Chrisman will check the meeting room availability for a time during the beginning of December for the joint November-December meeting. The Board members will be notified of the date for the 7 a.m. meeting to be held at the Buckman-Mitchell, Inc. Community Room, 500 North Santa Fe Avenue, Visalia, CA.

ADJOURNMENT: Meeting adjourned at 7:31 a.m. (Kudos to Lloyd!)

Francie Langley
Secretary