



LONGMONT ROTARY CLUB COMMITTEES AND FUNCTIONS 2018-2019

The Longmont Rotary Club is organized by Committees and Functions that report to Board Members (including Officers). Each Board Member is responsible for an assigned area. Committees within that area are chaired directly by the Board Member or a Chair who reports to that Board Member.

- The Board Member is responsible for recruiting and recommending the Chairs within the area of responsibility.
- Together, the Board Member and where applicable, the Chair, are responsible for developing objectives, budget, and a succession plan for each Committee.
- Organization and planning is done on a Rotary year basis, starting July 1 of each year.
- The President-Elect reviews the initial Chair appointments for the upcoming year and as President, approves any changes during the year.
- The Board is responsible for appointment of any Board members or officers, should a vacancy occur.

Longmont Rotary Board meetings are held on the third Tuesday of each month at 7:00 AM in the Conference Room on the 2nd floor of the Longmont YMCA at 9th Avenue & Lashley St. All members are invited to attend any Longmont Rotary Board Meeting.

For the 2019 - 2020 Rotary year the Club structure is as follows:

President – Nancy Rezac

Executive Committee – Chair: Nancy Rezac

This committee consists of the officers of the Club including the Past President. It meets, as necessary, on the first Tuesday of the month at 1:30PM at First Lutheran Church, after the weekly club meeting. Responsibility includes planning the Board Agenda and dealing with Club affairs in the interim between Board meetings.

President Elect – Dave Ferro (Presidential Year 2020-2021)

Nomination Committee – Chair: Dave Ferro

This committee nominates candidates for Officer and Board positions for the upcoming year and for any vacancies that might occur during the current year.

Rotary Day Out and No-Profit Day Out- Chair: Dave Ferro

Solicits locations for each event and distributes sign-ups via Signup Genius and hard copy.

Vice President/President Elect Nominee – Debby Paris (Presidential Year 2021-2022)

Program Committee – Chair: Debby Paris

Plan and ensure the presentation of the weekly meeting programs.

Secretary – Frank Rainey (elected annually)

Prepare and maintain the records of the Club including basic documents, membership rolls on ClubRunner, and board minutes. Handle all club correspondence. Prepare attendance rosters and birthday announcements. File required attendance reports with the District Office. Report member proposals to all members. Assign badge numbers and maintain badge box.

Treasurer – Caren King (elected annually)

Review the financial records of the Club including accounts receivable and accounts payable prepared by the Assistant to the Treasurer. Prepare monthly financial statements for presentation to the Board of Directors. Prepare a draft of the annual budget for consideration by the Board.

Assistant to the Treasurer (appointed) – Bob Parsons

In cooperation with the Treasurer, maintain financial records, deposit payments, and prepare checks for payment. Responsibilities include recording guest meal charges, and preparing / sending quarterly dues invoices.

Past President – Debbie Setlock (Presidential Year 2018-2019)

Representative of the Board to the Longmont Charity Fund.

Board Liaison to the Satellite – Longmont Rotary After Hours (L-RAH)

Kanemoto Award Committee – Chair: Edwina Salazar

Select the recipient of and award the Jimmy Kanemoto Award for International Service. Award is considered on an annual basis, but awarded only in years when it is determined that there is an appropriate recipient.

Fundraising Committee – Chair: Open

Planning and organizing the Club's participation in fundraising for Club Projects and the Rotary International project to eradicate Polio throughout the world and to raise funds to match the grant from the Bill and Melinda Gates Foundation

Board Member – Vocational Service (2021) Raeann Larsen

Frank McDonough Award Committee – Chair: Steve Strong

The Frank McDonough "Service Above Self" Award is awarded annually to a member of the Longmont Rotary Club who has demonstrated exemplary humanitarian service, in any form and at any level, with an emphasis on personal volunteer efforts and active involvement in helping others through Rotary. This is typically awarded in November.

Literacy Committee – Chair: Edwina Salazar

The Literacy Committee plans and implements literacy and numeracy projects locally and internationally and communicates to the Club on the importance of literacy as a Rotary project.

Current projects include: Dauin, Philippines projects (school supplies and feeding program), supporting Born to Read, and donating library books in the name of speakers. A partnership with Mountain View Elementary School includes providing iPad minis in Fall 2014, and initiation of the Peaceful Schools Program in Spring 2017. Matching funds from a District Grant helped with the creation of the Adult Learning Lab (5 computers + printer) at the OUR Center in 2018.

Four-Way Test in Schools Committee – Chair: Terry Francis

This committee plans and implements the Rotary “Four Way Test in Schools” program. Questions with realistic scenarios are given to the students and the students formulate their answers using Rotary’s Four Way Test. Currently this program is presented semi-annually to 9th grade students at Longmont High School.

Compassion Awards Committee – Chair: Mike Honc & Rita Liu

The Compassion Awards Committee plans and implements the Citizen Compassion Award based upon the five attributes of Longmont’s Tower of Compassion through a “What is Compassion” essay contest for students K through 12. Three winners are selected by age group. An award will be given to the student, and a matching amount is given in the student’s name to the charity of their choice. Grade 3-5 \$50.00, Grade 6-8 \$100.00 and Grade 9-12 \$150.00. Each teacher of a winning student also receives \$100.00 for classroom use. In addition, a Citizen Compassion Award is given to a non-Rotarian adult member of the community, granting \$1,000 to the charity of their choice. These are typically awarded in April.

Rotary Day Out – Chair: Dave Ferro

This committee plans and implements one Rotary meeting annually, held instead of the Rotary regular meeting, at several businesses in order to promote and/or educate members about several businesses in and around Longmont. The Vocational Day Out is usually held the second week of June.

Non-Profit Day Out – Chair: Dave Ferro

This committee plans and implements a Rotary meeting annually, held instead of the Rotary regular meeting, at several non-profits in order to promote and/or educate Rotary members about several non-profit organizations in and around Longmont. This Non-Profit Day Out is usually held in October.

Board Member – Club and Community Service (2021) Carly Mayer

Sergeant-at-Arms Committee – Chair: Joe Butler

Prepare and restore the meeting room for the weekly meetings. Maintain Club items in secured area.

Meeting Support Committee – Chair: Anne Turner Set up and operate the audio and video systems during the meeting. Provide technical assistance for the meeting and to guest speakers.

Bell Ringing Committee – Chair: Dave Ferro

Recruit and organize volunteer bell ringers for the Salvation Army holiday fund raising program to raise funds for local charities.

Park Cleanup Committee – Chair: Sandi McCann

Recruit and organize volunteers to do weekly clean up at Roger’s Grove and Jim Hamm parks.

Fish Bowl Committee – Chair: Sue Bolton

Conduct the weekly fish bowl ticket sales for local charities. Arrange for presentation of proceeds to the selected charity. Select and recommend charities for participation in the fish bowl program from nominations submitted by Club members.

Social Committee – Chair: Rose Crispin

Plan and implement periodic social events.

Winter Warmth Committee – Co-chairs: Debbie Setlock, Pam Aultman, Chris Ray

Plan and implement the semi-annual coat drive to secure coats for distribution through the OUR CENTER. Recruit and organize club volunteers and community businesses and groups to carry out the coat drive.

Music Committee – Chair: Don Owen

Provide instrumental and vocal music for weekly meetings. This includes leading the group in singing *America the Beautiful*, conducting a monthly sing-along to a Rotary themed song on the first Tuesday of each month.

Family of Rotary – Chair: Diane Stow

Report at the weekly meeting on concerns and celebrations relating to Club members and others significant to the Club. Send appropriate cards of condolence or congratulations on behalf of the Club. Organize assistance to Club members in need.

Food Committee – Chair: Darrell Beck

Board Member – PR and Communications (2022) - Evonne Pierce

Rotoreador Committee – Editor: Evonne Pierce

Publish electronically a weekly newsletter summarizing the regular meeting and reporting on other matters of significance to the Club.

Web Site Committee – Webmaster: Evonne Pierce

Maintain and update the Club web site. Manage Facebook site.

Print Media – Chair: Open

Coordinates with the Times-Call for an annual quarter-page ad about Rotary featuring the outgoing president.

Updates and prints a brochure about Longmont Rotary to describe the club to prospective members.

History Committee – Chair: Phyllis Dwyer

Maintain the historical records of the Club. Prepare an annual summary of the Club activities.

Board Member – Youth Service (2022) – Wein-Pen Yeh

RYLA and YRYLA Committee – Chairs:

RYLA Debby Paris

YRYLA Chris McVay (acting)

Promote the Rotary Youth Leadership Awards and the Young Rotary Youth Leadership Awards. Select participants for RYLA and YRYLA and arrange for their participation in the programs.

Slick Haley Awards Committee – Carly Mayer

Select the recipients of and award the annual Slick Haley awards to high school students from the Longmont area.

Interact Club – Club Liaison: Connor Stengel connor.stengel@unitedwayfoothills.org Club Advisor at Longmont High School: Rick Olsen Teacher Sponsor: Mr. Hoffmaster

Provide support to a club for high school students who are interested in the principles and projects of Rotary pursuant to the charter issued to the Club.

Rotary Youth Exchange Committee – Chair: Kevin Berg

Youth Exchange Officer (YE) & Incoming/Outbound - Kevin Berg

Recruit host families and manage the activities for inbound students under the Rotary International Youth Exchange program. Promote and recommend candidates as outbound students under the Rotary International Youth Exchange Program.

Board Member – International Service (2020) Andres Puky

International Projects Committee – Chair: Andres Puky

Identify, plan and implement international projects in conjunction with other Rotary clubs world-wide, utilizing Rotary International and District grants as appropriate. Partner with other Rotary clubs and other civic organizations to carry out international programs. Promotes and supports the Ambassadorial Scholarship and other study programs available through Rotary International.

Open World – Chair: Dick Richards

Host the Open World Program of Rotary International and the Library of Congress, bringing delegations to Longmont from former Soviet Union countries for one week. The past several years we have hosted delegations from the Ukraine on diverse topics including energy independence and child protective services, as well as a group from Moscow, Russia working at a hospital focused on children suffering from burns.

Vocational Training Teams (VTT) (formerly GSE) – Chair: Pam Aultman

Encourage participation by appropriate individuals in outbound group study programs and select and recommend appropriate participants for these programs. Host inbound groups.

Board Member – Membership (2020) Open

Membership Recruitment and Retention Committee – Chair: Open

Sets policies and strategies for recruiting new members and retaining existing members. Conducts member surveys when appropriate to develop membership information.

Orientation and Classification Committee – Chair: Charlotte Tyson

Holds an orientation meeting for prospective members each month on the fourth Tuesday at 5:15 PM, as necessary. Confirms and assigns member classifications. Prepares and distributes membership badges (Rus Bakich). Distributes membership information and materials to new members.

New Members and Greeters Committee – Chair: Rose Crispin

Maintains and conducts the Red Badge Program. Schedules the vocational talks by new members. Recruits greeters for each weekly meeting.

Board Member - Rotary Foundation (2020) Chris Ray

Communicates information about the Rotary Foundation to club members. Encourages becoming a Paul Harris Fellow (PHF) and succeeding PHF levels, as well as sustaining membership in the foundation. Makes presentations to recognize PHF achievement levels.

Grants Committee-Chair: Chris Ray

Reviews, prioritizes and approves club grants for District Matching Grants. Assists with completion of grant requests. Goal is to utilize all available district matching funds annually.

Longmont Rotary After Hours (LRAH) Satellite – Contact: Amy Stoehr

Longmont Rotary Charity Fund – Chair: John Caldwell