



# Board of Directors Meeting July 2018

## MINUTES

### July 26, 2018

Date/Time:

July 26, 2018  
Time: 5:30 pm – 7:00 pm

Location:

Scott Browne’s Downstairs Conference Room  
Law Office of P. Scott Browne  
131 South Auburn Street  
Grass Valley, CA 95945

Attendees:

<p><u>Board Members attending:</u></p> <p>Kris Stepanian, President Marcia Salter, President Elect Pat Ward, Secretary Judy Bagley, Director</p>	<p><u>Board Members not attending (excused):</u></p> <p>Bob Long, Treasurer Scott Browne, Immediate Past President Eric Fredrickson, Director Ken Holbrook, Director Eric Aanestad, Director Tim McCall, Executive Secretary (non-voting)</p>
<p><u>Board Members not attending (not excused):</u></p> <p>Seth Leishman, Vice President Jerry Trammel, Director Tom Stanley, Director</p>	<p><u>Other Attendees:</u></p> <p>Rod Fivelstad, Foundation Chair Larry Faller, Community Service Co-Chair Doug Newnan, Community Service Co-Chair Don Daniels, Vocational Service Chair Carol Lenhard, Membership Chair Jon Byerrum, Gold Country Challenge Co-Chair Heather Thorpe, Club Member Anita Daniels, Area 4 Assistant Governor.</p>

Agenda:

I. Call to Order

Meeting convened at 5:30 pm by President, Kris Stepanian. Quorum not present.

II. Approval of the Agenda

A. Changes and Additions

1. Approval of New Member Nominations – Jeanne Molineaux, Cristian Sibaja (Carol Lenhard, Membership Chair) **Action:** Approve nominations
2. AV Equipment Purchase – Speaker Bags and Hand-held microphone transmitter (Pat Ward, Public Image committee) **Action:** Discuss and Provide Direction
3. Meeting Date with Guest Speaker regarding potential International service project in Cambodia (Kris Stepanian, president) **Action:** Discuss and Provide Direction
4. Update on Area 4 Issues (Anita Daniels, Area 4 Assistant Governor) **Action:** Information

III. Approval of the Minutes

No minutes from 2018-2019 Rotary year to review and approve. All minutes from 2017-2018 have been approved and are on-file in ClubRunner.

Pat Ward, Club Secretary, announced he will be including documentation of board action at special board meetings held between regular board meetings in the minutes of the next regular meeting.

Larry Faller, previous club secretary, will forward copies of previous board meetings not presently on file in ClubRunner to Pat Ward for entry into ClubRunner board meeting minutes' archive files.

IV. Club Officer Reports

A. Club President – State of the club/announcements (Kris Stepanian, President)

1. Welcome to new club officers and board members
2. Overview of goals and objectives for year
3. Role of board and expectations
4. Get things done and have fun

President Kris gave a brief overview of the state of the club

B. Treasurer – Financial status (Judy Bagley, Ex. Treasurer)

1. Monthly Financial Report – June 2018 - **Action:** Review and Accept Report

Not presented due to lack of board quorum. Will be rescheduled for next regular board meeting

C. Secretary - Club Administration (Pat Ward, Secretary)

Agenda Items not presented due to lack of board quorum. Will be rescheduled for next regular board meeting

1. Board Meeting Administration Process - **Action:** Information

2. [Board Meeting Schedule](#) – Dates, Times and Location - **Action:** Review and Approve
3. [Club Calendar](#) – **Action:** Review and Approve
4. [Club Action Plan and Goals Status](#) - **Action:** Information
5. [Club Officer E-Mail Addresses](#) - **Action:** Information
6. [ClubRunner Access for Other Users](#) – **Action:** Discuss and Provide Direction

V. Old Business

A. None

[No Old Business discussed](#)

VI. New Business

- A. Review and approval of club [2018-2019 Budget](#) (Judy Bagley) - **Action:** Review and Approve

[Not presented due to lack of board quorum. Will be rescheduled for next regular board meeting](#)

- B. Gold Country Challenge Date Change (Jon Byerrum) **Action:** Review and Approve in Concept

[Jon Byerrum, Gold Country Challenge \(GCC\) Co-Chair, reported to the board there have been discussions with Dwayne Strawser, Nevada City Council Member, regarding changing the date of the Gold Country Challenge to either the first or second Saturday of June to complement the Nevada City Bicycle Race held on the following Sunday.](#)

[The GCC committee believes moving the date will offer the opportunity for expanding the ride and increasing revenue through collaboration with the Nevada City Bike Race and a “brew fest” that Saturday evening in Nevada City following the race. There have also been committee discussions with Big Brothers, Big Sisters about adding their annual “Gravel Ride” as a component of the GCC.](#)

[Jon requested, on behalf of the GCC committee that the board approve moving the date of the 2019 GCC to June 2019 to coincide with the Nevada City Bike Race weekend.](#)

[Discussion by the board members present and committee chairs in attendance indicated support for moving the date with additional details to be coordinated by the GCC committee as they become available.](#)

- C. Sponsorship of Sierra College Internship for social media/marketing support for the Gold Country Challenge (Jon Byerrum) **Action:** Review and Approve in Concept

[There was brief a discussion regarding the proposal to collaborate with the Sierra College Internship program to provide social media/marketing services by college interns to the Gold Country Challenge and possibly other club activities. The project will be coordinated by club member Janet Ryan with the GCC and Sierra College.](#)

[Discussion by the board members present and committee chairs indicated support for the idea.](#)

D. Participation in Area 4 Youth Services Committee (Kris Stepanian/Marcia Salter)

**Action:** Review and Approve in Concept

There was no objection to participation by the club in an Area 4 Youth Services committee headed by Gordon Beatie, Nevada City 49er Breakfast Club, Area 4 Youth Services Chair.

Club participation will be under club Youth Services with details of committee activities reported to the club as they occur.

E. Status Report on Potential Area 4 Soap Box Derby Fundraising Project (Kris Stepanian)

**Action:** Review and Provide Direction

Anita Daniels, Area 4 Assistant Governor and President Kris Stepanian reported the issue was presented to the Area 4 club presidents and there was little or no support for sponsoring the event as an Area 4 or possibly a joint club fundraising project.

VII. Avenue of Service and Committee Reports

A. Membership (Carol Lenhard)

The two new member nominations added to the agenda were not acted upon due to lack of a board quorum. They will be presented to the board at a future board meeting.

Carol Lenhard, reported she will be attending Grass Valley Chamber of Commerce meetings and will confirm we are on their mailing list. The goal is to expand our involvement and presence in chamber activities.

B. Public Image (Fred Claessens)

Pat Ward, as a Public Image committee member, discussed the proposal to purchase additional Audio Equipment (speaker bags and an additional hand held mike).

As the equipment purchase is not in the budget as a line item, further discussion was deferred until the next meeting' budget discussion.

C. Foundation (Rod Fivelstad)

Foundation Chair, Rod Fivelstad reported on activities and planned actions regarding our sponsorship of the Area 4 Foundation Dinner on October 25, 2018.

Issues to be resolved are the hiring of a caterer, establishing the cost of the event and coordination with other club contacts regarding event arrangements and activities including, publicity, registration, decorations and other issues as they arise. The event venue of the Gold Miners Inn has been reserved and bar and audio visual arrangements have already been made. The event speaker has also been scheduled and reservations are confirmed.

Rod also requested the Foundation Drive club meeting be scheduled for October 15, 2018. President Kris approved the date and will require the rescheduling of the club program presently scheduled for October 15<sup>th</sup>.

Rod also asked for club confirmation of matching Paul Harris Society member contributions for 2018-2019. Discussion ensued regarding the use of accumulated "points" that can be used towards Paul Harris Fellow awards. Further discussion and confirmation of matching grant amounts were deferred until the discussion regarding the

budget for 2018-2019 at a subsequent meeting. Rod will also check to see if “points” can be used as sustaining member contributions.

There was also discussion regarding club participation in a World Polio Day Event. Anita Daniels agreed a joint club/Area 4 project would be appropriate and will keep the club apprised of future plans.

D. Community Service (Larry Faller)

Community Service Co-chairs provided updates on on-going and planned Community Service activities.

1. Northstar Pelton Wheel and Mining Museum – work on identified projects will be accomplished in two phases – one in the Fall and the other next spring. Club activities related to projects at Glenn Jones park will be coordinated as needed with the City of Grass Valley Wolf Creek Trail Project that will go through the park.
2. Women of Worth – The committee is coordinating club preparation of a Thanksgiving dinner for Women of Worth clients.
3. School Projects at Lyman Gilmore/Union Hill/Nevada Union – Projects to be identified with funding through Giving Trail funding for individual school projects
4. Rotary Signage Upgrade – An upgrade of Rotary signage in the Grass Valley area to reflect new Rotary branding requirements was discussed. The committee will coordinate with the Public Image committee to identify signage needed to be upgraded and a list will be developed to establish priorities and funded needed.
5. Area 4 Project at the Northstar House Heritage Garden – Anita and Kris reported on the status of the grant request for a joint club (Area 4) grant for \$20,000 to improve the heritage garden at the Northstar House. Each area club will contribute \$2,000 toward the project with the exception of Nevada City, who will contribute \$500 due to a lack of funds.

Grass Valley South will be the lead club with other club involvement and additional details to follow.

6. Rotary at Work Day – No club or Area projects have been identified so far for Rotary at Work Day in April 2019. It was suggested the Area 4 Northstar project could be a joint project for Rotary at Work Day. Anita will look into the possibility in her discussion with Area 4 presidents. Another idea is for the club to work on projects at the Northstar Museum.

E. Youth Service (Blake Smith)

No report

F. International Service (Wyn Spiller/Lee & Joanne Osnas)

No report

G. Vocational Service (Don Daniels)

Vocational Service Chair Don Daniels reported Vocational Service is working on or planning activities in a variety of Vocational projects including: The Area 4 Business Directory, Vocational (Craft) Talks, a student shadowing program. Potential Ag programs, member business visits and ethics programs for students.

Details will be presented to the board as the projects progress.

## VIII. Comments and Announcements

- A. President Kris discussed establishing an alternative to a meeting club on October 8<sup>th</sup>, 2018. That Monday is a Federal holiday and a Dark meeting date. The alternative meeting would be to accommodate the availability of a guest speaker to discuss the potential International service project in Cambodia proposed by Lee & Joanne Osnas. The speaker, associated with the organization in Cambodia, is only available to speak to the club on that date.

Kris raised the possibility of an evening social, but no decision was reached on what to do. She will continue to look into possibilities and provide direction when appropriate.

- B. Anita, as Area 4 Assistant Governor distributed a sample of a brochure regarding Youth Services activities in Rotary. She is arranging for the development and distribution of a similar 4 brochures as an Area 4 publication.

- C. Anita, as club facility coordinator, reported the Holbrooke Hotel is planned to close Escrow on August 15<sup>th</sup>. If it does, the hotel will be closed from August 15<sup>th</sup> to August 30<sup>th</sup> for kitchen facility changes and staff training.

Anita reported that after the change of ownership, she will meet with the new management to discuss club arrangements with the new owners and management and work to establish a contract that will ensure club needs and cost predictability.

The closure in the last two weeks of August will also require the rescheduling/relocation of club meetings on August 20<sup>th</sup> and August 27<sup>th</sup>. Kris will work with Kathleen Shaffer, club program chair and Anita to make alternate arrangements and report to the club when they are made.

It was suggested the meeting on August 20<sup>th</sup> could be a field trip to the Northstar House to view the Heritage Garden project site and receive the program briefing from the Bear Yuba Land Trust who is presently scheduled to present the program that day.

The club focus meeting scheduled for August 27<sup>th</sup> is presently being considered to be held in conjunction with an evening social at Bob and Carol Lenhard' residence.

## IX. Next Meeting Date

The next board meeting date is scheduled for August 16<sup>th</sup> at 5:30 pm at Scott Browne's office.

Meeting was adjourned at 7:00 pm

## X. Attachments

- A. Special Board meeting minutes – July 9, 2018 (see attached)  
B. Special Board meeting minutes – July 30, 2018 (see attached)

Pat Ward  
Rotary Club of Grass Valley  
Club Secretary

Minutes approved by the Board on August 16, 2018