**Minutes**

**Call to Order**

The meeting was called to order at 1:30 pm by Club President Ody Norkin, who recognized a Board Quorum.

**Board Members in attendance**: Jim Folkening, Laura Hosey, Amy Jarrad-Wilbert, Sung Lee (for Gian Luca Gamberini), Ody Norkin, Ingrid Nova (ex-officio), Joe Osypczuk (ex-officio), Kristin Shelley, Melanie Squires, Nathan Triplett, and Cathy Zell.

**Board Members Absent**: Daria Buzun, Christy Crandall, Katie Donovan, Gian Luca Gamberini, John Saltzgaber and Todd Selin

**Other Members in Attendance**: Bob Davis, Steve Serkanian

**Approval of Minutes of Previous Meeting**

Tabled until next Board Meeting. Ingrid Nova will send out the Minutes from the Board Meetings from September through November for review.

**Treasurer’s Report**

Club Financial Reports were distributed at the Board Meeting. Discussion was held regarding Finance Reports and Budget Sheet

President Norkin raised the following points for discussion:

* Website enhancement- not currently budgeted
* Budget for Public Relations- $500- some of these funds are allocated to advertising for the Pancakes in the Park
* Budget for President-Elect training- Budgeted $500- leftover money will be spent on revamping the website
* Board meeting lunches should be budgeted at around $60-70

MOTION by Zell, second by Shelley to accept the Treasurer’s financial reports for October 2017 as presented. Motion Passed.

Discussion was held regarding a financial review of the records. East Lansing Rotarian Jeff Fineis will perform this review, free of charge. He will receive temporary access to QuickBooks for review of the General Ledger. The Board thanks Jeff for his service, and appreciates the generous donation of his time and effort.

Melanie Squires will be taking over the finances on a trial run. Amy Jarrad-Wilbert has requested a Leave of Absence, effective January 1, 2018. In the interim, all check requests and other financial matters should be sent directly to Melanie with a copy to Amy.

Melanie has requested switching the East Lansing Rotary club bank accounts from MSUFCU to Dart Bank. The Board will research this possibility and follow-up.

**President’s Report—Club President Ody Norkin**

Club Assembly. A brief discussion was held regarding approved the amendments to Club Bylaws.

Discussion was held regarding spending club funds on advertising efforts in order to boost club visibility and growth.

Discussion was held about oversight of club presenters, ensuring that an equal side is presented. It was confirmed that elected officials should not be asked to speak during an election year.

President Norkin gave a brief update on Rotaract cooperation between both clubs.

The December Board Meeting is set for Thursday, December 14 at the East Lansing Library.

**President-Elect’s Report—Club President-Elect Cathy Zell**

December Programs

* Discussion was held about the November programs, as coordinated by President-Elect Zell. Upcoming programs:
	+ November 20—Mayor-Elect Andy Schor
	+ November 27—Kevin Kelly from Rotary International
	+ December 4—Kristin Johnson—disease prevention
	+ December 11—Holiday Party
	+ December 18—Sue Carter—MSU representative to the NCAA
	+ January 8—Greg Ianni—MSU Deputy Athletic Director
	+ March 26-- Vocational Service Awards

Discussion was held regarding feedback from the club assembly held on November 13, including the Menti survey. It was decided to present the check to Haven House for Thanksgiving on November 27 instead of continuing the survey.

**Secretary/President Nominee Report – Christy Crandell**

There is no report at this time.

**Committee Reports**

**Community Service/Vocational Committee – Kristin Shelley**

The Committee is recommending that the Board approve a $1,000 grant from the committee for the Veterans' Monument. Currently $5,000 is needed to complete the project

MOTION by Zell, seconded by Folkening, to approve $1,000 as requested. Motion passed.

The committee is recommending that the Board approve that the committee spend $500 on items from the St. Vincent Catholic Charities Giving Tree. Members of the committee have bought items from the Giving Tree the past several years, and then been reimbursed by the committee's budget. The Giving Tree is located at the Meridian Mall and six committee members are committed to purchasing items from it this year.

MOTION made by Folkening, seconded by Zell to approve spending $500 as requested. Motion passed.

Discussion was held regarding the appropriateness to ask the general club membership to give money directly to the Community/Vocational Services Committee for potential grant funding. No decision was made.

The committee thanked the Rotary Club for all their support with the Veterans' Monument.

**The Rotary Foundation – Katie Donovan**

There is no report at this time.

**International Committee – Sung Lee (attending for Gian Luca Gamberini)**

The International Committee has approved with unanimous vote the expenditure of $1,200 for the container garden project in Ghana. The funds will come from the already approved $3,000 budget.

MOTION made by Shelly, seconded by Hosey, to approve $1,200 as requested. Motion passed.

Discussion was held regarding the Nyaka project, and will be discussed at the December Board meeting.

**Membership Committee – Nathan Triplett**

There is no report at this time.

**Visioning/Goalkeeping Committee – Jim Folkening**

Discussion was held including a summary of the club assembly and the website improvement game plan. No decisions were made.

**Youth Initiatives Committee – Daria Buzun & Laura Hosey**

There is no report at this time.

**East Lansing Rotary Foundation – Joe Osypczuk**

Discussion was held regarding the success of the golf outing, with a big thank you to all committee members.

Discussion was held regarding the East Lansing Rotary club Thanksgiving dinner donation to Haven House. Ingrid Nova volunteered to take the five dinners to Haven House the Wednesday before Thanksgiving. The committee thinks those that have participated in donated for this great cause.

**Adjournment**

There being no further business to conduct, President Ody adjourned the meeting at 1:30 pm.

Respectfully submitted,

Ingrid Nova

Club Administrative Secretary