

Pacific Northwest District 32- Optimist International 1st Quarter Executive Board Meeting

I. Call to order

Governor Rick Matkin called to order the Executive Board meeting of the PNW District at 4:00 pm on October 14, 2016 at the Clover Island Inn.

- II. Recitation of the Creed:** Governor Rick Matkin asked Doug Lincoln to lead the meeting in the Optimist Creed. Governor Rick explained the deviation of the usual sequence of having the recitation of the creed at the beginning of the meeting instead of closing with it. Since the Optimist Creed is what we, as Optimists, chose to live by, it made a good way to start our meetings.

- III. Introduction of Parliamentarian:** He then introduced Doug Lincoln as the new District Parliamentarian and stated that Doug would ensure that meetings followed Robert's Rules of Order.

IV. Roll call of Executive Board

Governor Rick asked Secretary/Treasurer Sharon Gray to conduct roll call.

Governor, Rick Matkin - present

Secretary/Treasurer, Sharon Gray - present

Governor- Elect, Bruce Gilbertson - present

Immediate Past Governor, Mike Gray - present

Past Governor, Dick Disney - absent

Lt. Governor Zone 1/ British Columbia, Tim Raw - absent

Lt. Governor Zone 2/Idaho, Delores Schamp - absent

Lt. Governor Zone 3/Oregon, Fran Bounds - absent

Lt. Governor Zone 4/Washington & Alaska, Gary Smith - present

- V. Review of Delinquent Dues:** Sharon Gray, S/T read the list of clubs with delinquent dues: Abbotsford, BC & Abbotsford, BC #32001; Auburn, WA who are in the process of retiring their club; Boise, ID; Chilliwack, BC; Elmore County, ID; Grants Pass, OR; Gresham Scouters, OR; Horseshoe Bend, ID; McCall, ID; North Okanagan, BC; Portland Northeast, OR; Narrows Glen, WA; Vancouver-North Shore, BC; Victoria, BC #32190

Governor Rick reminded those present that clubs delinquent with their dues cannot vote at the Board Meeting and suggested that efforts be made to catch up at this time before the Board Meeting. Question was asked about taking credit cards and was answered in the affirmative.

VI. Approval of minutes from last meeting

Governor Rick asked if everyone had had a chance to read the minutes from the 4th Quarter Executive Board Meeting held in White Rock, B.C., which were in the

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registration packet and were there any corrections, notations, or additions. Since there were none, Governor Rick asked that the minutes be approved. It was moved by Bruce Gilbertson and seconded by Mike Gray that the minutes be approved. Motion passed by a voice vote with all in favor.

VII. Financial Review Sharon Gray, S/T, introduced Carol Mitchell, Secretary/Treasurer for 2015 - 2016 and the current Financial chair who presented a review of the 4th Quarter and the 2015 -2016 year.

Transferring to Governor Rick Matkin as of October 1, 2016 US Bank: \$7, 179 -- RBC: \$9, 177.52 with which to begin their year. This was made possible as a result of cost savings by a several people. The Secretary/Treasurer for 2015-2016 did not travel to the international convention, \$2000. The Secretary/Treasurer-Designate for 2016-2017 did not submit for expenses for the OI convention in Quebec, \$2000. The Governor and Teammate did not submit expenses for club building in the Spokane area, \$2000. Together this was a savings \$6,000; also several of the District chairs did not submit expense vouchers for reimbursement. These were the actions that allowed the turnover of US funds to the incoming administration. Thank you. The amount in the Royal Canadian Bank came from people who chose not to submit expenses for reimbursement and a very good convention in Canada. The convention in White Rock did not lose money.

On the financial statement, the dues came in very close to what was budgeted. 1st, 2nd, and 3rd quarter meetings were under budget. Good job. The OI allotment also came in very close to what had been budgeted. \$45,394 / \$58,000. Revenue was down for 2015-2016 meetings. While the 3rd quarter conference expenses were slightly over budget, the convention came in under budget. Net loss for the year was \$373

Governor Rick acknowledged the efforts of Mike Gray and Carol Mitchell, breaking a trend of coming into the year \$5,000 down. This trend was the purpose of his proposal for a dues increase.

VIII. Old Business

- a) **The proposed dues increase and what happened** to it was explained by Immediate Past Governor, Mike Gray. This increase was turned down by the OI Board of Directors. The OI Board of Directors said the dues increase was too much, but they did not say how much would be enough. However, Mike did learn that the district can have fund raisers. He had believed that this was not allowed. Sharon Gray, S/T, asked what was the process to get approval for a fund raiser. Mike said that the OI Board has to approve any fund raisers,

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but that unless it involved something that would look bad for Optimist International, it would be approved. Gamboling would not. Discussion followed regarding amounts of dues increase and that 2 -3 dollars would probably be approved.

Governor Rick said that he had checked with other civic organizations such as the Kwanis and Rotary clubs, before submitting his proposal and all of those had put in for a \$5 increase as well. He will be filing a rebuttal.

Other discussion followed concerning fiscal responsibility and possibly finding major contributors, such as WalMart. Could part of unrestricted funds from some of the club or zone fund raisers go to the District?

- b) The website appears to be underutilized. A short discussion followed.

Governor Rick called for any other old business.

IX. New business

- a) Carol Mitchell was given the floor to **present the budget for 2016 - 2017**. \$6,000 had to be cut from the budget. Money for OI campaigns and the CCDHH should be going directly to OI through the club campaign. \$2500 was needed and \$2800 was collected. It was necessary for the district to make up \$300 from the previous (2014-2015) administration. Childhood Cancer Campaign collected \$601.

The dues indicated from T-shots and were based on the old numbers not an increase, projected dues are \$20,500. Projected other revenues of 52,505 -- Convention \$7,200; 1st, 2nd, 3rd quarter \$12,300. Leaving \$7,000 to transfer.

Projected expenses: \$7,200 for convention; money budgeted for club building and for committees; \$1,000 extra in office supplies to cover a new district computer; \$1,500 each for OI travel for the Governor, Governor-elect, Secretary/Treasurer, and Secretary /Treasurer designate. A balanced budget was presented. Carol stated that, as Financial Chair, she would not allow deficit spending.

Governor Rick opened the floor for comments. Bruce Gilbertson moved that the budget be accepted. Mike Gray seconded the motion. The motion passed. Governor Rick noted that when the budget goes to the floor at the Board meeting, it will come in as being accepted.

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- b) Bruce Gilbertson was introduced for discussion on **the Policy Review and Revision Committee**. This committee was formed to ensure that the district policies are up to date and consistent with Optimist International by-laws. The committee members, Annette Smith, Doug Lincoln, and Bruce Gilbertson will be holding an open session tomorrow at 3:30pm . Discussion followed. Several of those present expressed interest in attending the session.
- c) Governor Rick talked about the **smart goals submitted by his team** for this year. He shared the goals presented by Trena Bowman-Garcia, Al Kersey, and Mike Gray. He stated that using past Governors as table mentors for the lunch would facilitate one of his goals which is to find out who might want to hold a District office.
- d) **Club building and cluster projects** were explained by Governor Rick who has asked each Lt. Governor to do at least one cluster project. When doing a cluster project, OI will send a closer to help with the project. Areas have been recommended to the Lt. Governors which were picked by a needs assessment. Mike Gray stated that he has been qualified as a closer also.
- e) **Second Quarter meetings** - Zone 1 Mission on February 18, Zone 2 Twin Falls on February 4, Zone 3 Lebanon on January 28, and Zone 4 Chehalis on March 4. These are tentative dates and sites.

X. Comments from Optimist International Vice-President, Bill French: Bill commented on the District offices and how it helps to talk up the offices to people who have not been involved in District meetings. He also said he liked Rick's idea of table mentors at lunch talking up optimism and letting people know what the district officers do.

XI. Closing comments: Governor Rick reiterated that he wants to focus on bringing training back to the conferences. Training that is not the usual canned optimist training, but professional level of training and professional development to the program. Something that will be a carrot for younger members. He would like to encourage people to come to training for 75 minutes that is specific and helpful, so young professionals will want to join our clubs.

XII. Adjournment

Governor Rick Matkin adjourned to the 7pm Opening Session at 5:01pm.

Minutes respectfully submitted by: Sharon Gray, Secretary/Treasurer