

**PACIFIC NORTHWEST DISTRICT 32
1ST QUARTER EXECUTIVE COMMITTEE MEETING
OCTOBER 27, 2017, 3:30-5:30 P.M.
KENNEWICK, WASHINGTON**

The meeting was called to order by Governor Bruce Gilbertson at 3:30 p.m. Governor Bruce stated the meeting would be conducted according to *Robert's Rules of Order*, then followed with the Optimist Creed.

I. ROLL CALL

Executive Committee members present: Governor Bruce Gilbertson, Secretary/Treasurer Mary White, Immediate Past Governor Rick Matkin; Past Governor, Mike Gray; Governor-Elect Ben DeRemer; and Lt. Governors Joe Shreve, Zone 2, Idaho West; Doug Roe, Zone 3, Idaho East; and Scott Keller, Zone 4, Oregon North. Also present were the presiding Parliamentarian Annette Smith; Esthermarie Hillman, OI Certified Trainer; and Jim Pekny, OI Vice President, West Coast Region. Absent: Lt. Governors Tyler Carr, Zone 1, BC; Peter Sudduth, Zone 5, Oregon South; and Gary Smith, Zone 6, Washington.

An additional 15 Optimists signed the meeting participation sheet.

II. REVIEW OF DELINQUENT DUES

Secretary/Treasurer Mary White reported the only delinquent dues more than 120 days was Share-A-Smile Narrows Glen, noting there would be a discussion of the club later in the agenda.

III. CONVENTION MINUTES

Past Secretary/Treasurer Sharon Gray was available to answer questions or accept corrections to the Fourth Quarter Minutes. Hearing none, a motion was made to approve.

MOTION MADE BY SCOTT KELLER, SECONDED BY RICK MATKIN AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF THE EXECUTIVE COMMITTEE MEETING, AUGUST 10, 2017.

IV. FOURTH QUARTER FINANCIAL REPORT

Past Secretary/Treasurer Sharon Gray reported the District made \$105 on the sale of the old laptop that had been retired. She said she handed over \$12,153.74, in the US Bank account and \$9,557.58 in Canadian funds, the ending balances for the 2016-2017 Optimist year. She stated that line item 221 Webmaster reflected an expense that had not been budgeted. She noted the Convention exceeded the budget but the raffle baskets had helped.

MOTION MADE BY MIKE GRAY, SECONDED BY SCOTT KELLER AND CARRIED UNANIMOUSLY TO ACCEPT THE FOURTH QUARTER FINANCIAL REPORT.

V. REVIEW OF BUDGET

Secretary/Treasurer Mary White, provided detailed information on the convention budget, noting it was significantly higher than recent past convention budgets. She provided copies of the projected cost estimates (\$14,000) and explained the numbers.

Mary noted that because the Convention Center is billed and operated separately from the hotel, a separate rental fee was required, a \$3,000 (non-profit) charge. Although the hotel provided a great discount on rooms, with breakfast included in the hotel room rental, there had been little flexibility to host a hospitality suite with a requirement the District pay to rent a private upstairs lounge with a no-host bar. The hotel also said they were unable to do a “no additional charge” Oldtimers Breakfast in the Convention Center as well.

On the plus side, the Boulder Falls Inn is a beautiful facility, the Lebanon Club has more than 100 members, is excited about hosting, and already had a \$1,000 contribution to pay for the Friday BBQ. They were also lining up some great entertainment for all of the meals. The following suggestions were made with Bruce or Mary responding:

There were suggestions that the “Oldtimers Breakfast” could happen off-site or by adding an extra fee. Bruce explained that either option would still add to the overall cost of registration and could drive it up to \$150. It was also suggested that breakfast be eaten before the Oldtimers event.

Several people pointed out the importance of supporting the Lebanon Club as the host for the 2018 Convention. Bruce Gilbertson said his goal was to get the Lebanon Club more involved in District activities. There were also suggestions of hosting at another facility nearby if costs could not be negotiated down. Bruce said he would explore the possibility of holding the Convention at the Quality Inn in Keizer (formerly the Renaissance Inn).

Asking Lebanon to guarantee a certain number of participants, looking for sponsorships or conducting fundraisers were other option put forward.

Scott Keller offered \$250 from NE Portland Club if there were 3 other matches from clubs in the District.

Finally, it was proposed that if Boulder Falls Inn would not be cooperative, the District should look for a new venue.

Bruce Gilbertson: noted the Committee did not have to approve this proposed budget item.

Esthermarie Hillman pointed out a Convention Budget is net in and net out, saying the amount could be approved while exploring lower cost options.

Rick Matkin said it was important to include a Canadian on the committee to help explore sites and venues with reasonable costs for Canadian participants.

MOTION MADE BY MIKE GRAY, SECONDED BY SCOTT KELLER AND APPROVED UNANIMOUSLY TO APPROVE THE CONVENTION BUDGET AS PRESENTED.

In response to a question by Sharon Gray, Mary explained that the higher budget amount reflects larger quarterly budgets based on an anticipated increased number of participants.

In response to comments by Ben DeRemer about First-timer discounts, Mary said that District Policies say the District pays 25% of registration with clubs “encouraged” to pay an additional 25%.

Ben DeRemer Governor Elect, requested an increase to the Governor Elect budget from \$600 to \$2,500, identifying the increase would help with training/marketing/strategic planning and development i.e. for purchasing research resources, working with research firms and other research groups, attending their meetings and working to put together a strong strategic plan for the District.

MOTION MADE BY BEN DEREMER, SECONDED BY SCOTT KELLER TO INCREASE THE GOVERNOR-ELECT BUDGET FROM \$600 TO \$2,500. (See amended motion below)

Ben explained the money would be an investment in the District to offset costs of planning/implementing and carrying out training and establishing the building blocks of growth for the future.

Rick Matkin pointed out that training/marketing/long-range planning – should be budgeted under a different line item.

Mike Gray suggested bumping the Governor-Elect budget to \$1,000 only, with \$1,500 going toward training/marketing/strategic planning, under an appropriate line item in the budget.

Robin Stanhope expressed concern about increasing the budget under this item when there are other needs within the budget the District is finding difficulty funding. She said she would have liked to get information in August about this request rather than now. She said she believes it is the right direction to go since the District has really slacked off on training in recent years. Robin's comments were supported by Bill French and Earl Pollock.

Peter Smith noted recent increases in revenues should be used to support Ben's request.

Rocky Jackson pointed out that Optimist International has not invested in research and development for so long that Optimists have lost focus. He supported Ben's request.

Scott Keller called for the question.

MOTION TO AMEND THE ORIGINAL MOTION MADE BY MIKE GRAY, SECONDED BY BEN DEREMER AND CARRIED UNANIMOUSLY TO INCREASE THE GOVERNOR-ELECT BUDGET TO \$1,000 ANNUALLY, AND TO ALLOCATE \$1,500 FOR A NEW LINE ITEM FOR TRAINING/MARKETING/STRATEGIC PLANNING.

In response to questions by Emma Ball about the zero budget for the Webmaster, Mike Gray explained what he had paid for out of pocket in the past and potential up-coming costs.

MOTION MADE BY SCOTT KELLER, SECONDED BY BEN DEREMER AND CARRIED UNANIMOUSLY TO APPROVE ADDING \$100 TO THE WEBMASTER BUDGET.

MOTION MADE BY MIKE GRAY, SECONDED BY SCOTT KELLER AND CARRIED UNANIMOUSLY TO APPROVE THE BUDGET AS AMENDED.

VI. OLD BUSINESS

CCDHH

Rick Matkin brought up review of entry fees for Oratorical/CCDHH/Essay, noting they do not cover costs and continued to be reflected in the budget at low rate.

Esthermarie Hillman explained that it needed be addressed as a policy change.

Peter Smith stated that the Optimist Club of Vancouver BC was raising funds to send students to the CCDHH competition. Peter also explained how the competitions were currently operating in BC

In response to questions by Emma Ball about combining all of the scholarship competitions, Esthermarie Hillman explained why CCDHH was set up separately by Optimist International, which addresses all of the special circumstances of CCDHH competitors.

Bill French said he was working with Washington State School for the Deaf in Vancouver and that his communications were very positive.

Web Site

Scott Keller reported that the Website Committee was recommending pnwdoptimist.org as the official website of the District.

Following some discussion, Mike Gray said he would make it happen.

VII. NEW BUSINESS

Junior Golf

Bruce Gilbertson explained that the \$700 Junior Golf line item in the budget was seed money to encourage donors to provide grants for the Junior Golf program.

Optimist International Billing Option #2

Bruce Gilbertson noted that he and Mary White had determined that OI Billing Option #2 (approximately \$132 annually) was a sound alternative to the District generating its own invoices. He said that because it needed to be implemented at the beginning of October, he had made an executive decision to move forward.

There were no objections.

Share-A-Smile Narrows Glen Club

Bruce Gilbertson explained that the Share-A-Narrows Glen Club formed in May 2016, with 19 members. It was fully sponsored by the corporate owners of the facility they were meeting in. Ultimately, the facility was sold, the new ownership did not want to continue paying dues for the members, and the majority of the members did not want to continue by paying dues, so the club dwindled to its current two members. For various reasons, District dues was never paid, although International dues had been, with a current District dues balance of \$315.

According to Club President Linda Vaught Disney, they had not received a banner, a creed or a bell and gavel, so were unwilling to bring the District dues up to date. Bruce said they are asking to be given an opportunity to try to rebuild the club.

Bruce noted the District's obligation was to purchase the banner and creed (cost \$300). The bell and gavel were the responsibility of the sponsoring club.

Those in opposition to allowing the club the chance to rebuild cited multiple conflicts with the Club President, waiving past dues would be setting a precedent by allowing them to continue without requiring them to pay delinquent dues.

Those who supported allowing the club to try to rebuild cited the retention of the club with potential new members, with a deadline to accomplish the task before revoking and potential for increased revenue from new members.

Esthermarie Hillman explained that the District had already lost \$315 in past dues with little likelihood of ever getting it back, so there was nothing to lose. The District should not have to purchase banners and a creed in the future, and if they did not pay their dues (Optimist International and District), or rebuild to at least 15 members, it would be Optimist International who would revoke the Charter.

MOTION MADE BY SCOTT KELLER, SECONDED BY BEN DEREMER AND CARRIED TO ALLOW SHARE-A-SMILE NARROWS GLEN TO CONTINUE AS A CLUB WITHIN THE PACIFIC NORTHWEST DISTRICT, AS LONG AS BOTH DISTRICT DUES AND INTERNATIONAL DUES ARE PAID, SETTING A DEADLINE OF MARCH 31, 2018 TO INCREASE MEMBERSHIP TO 15, AND WAIVING PAST DISTRICT DUES IN THE AMOUNT OF \$315, RELIEVING THE PACIFIC NORTHWEST DISTRICT OF ANY RESPONSIBILITY TO PROVIDE ANY BANNERS, CREED OR BELL AND GAVEL. MIKE GRAY VOTED NO. RICK MATKIN ABSTAINED. MOTION CARRIED.

Meeting Adjourned at 5:30 p.m.

Respectfully Submitted
Mary L. White
Secretary/Treasurer

Audio recordings of all meetings are stored electronically with the Secretary/Treasurer and are available upon request.