

## ROTARY CLUB OF CANTERBURY

### DRAFT MINUTES OF A MEETING OF THE COUNCIL HELD ON 28TH FEBRUARY 2017

1. **PRESENT:** Martin Ward (President), Sharon Jordan, Peter Hodge, David Barton, Lewis Norris, Alan Mepstead, Robert Boyd Howell, Peter Hermitage, Margaret Griffin, Wendy Jones, Geoff Goodban, Bob Anderson, Brian Dobinson. In attendance: Charles Evans, David Bailey, Robert Bailey, Stephen Thompson
2. **APOLOGIES:** none.
3. **MINUTES:** the minutes of the last meeting held on 24th January 2017 were approved
4. **MATTERS ARISING:** item 5d. DB felt he had been over critical of MW at that meeting and apologised. This was accepted and MW referred to the item below on election of officers designed to avoid the situation which had arisen, and was not well dealt with.
5. **EVENT MANAGEMENT SYSTEM:** The existing EMS provided by Extra-Digital had not been working properly for a long while. CE was chairman of a small committee looking into the website and had brought this to the attention of ED, who claimed the failures were due to robots malfunctioning. They had suggested a double cloud system, but still it did not work. The sub-committee had found that the MD of ED did not respond to emails or keep them up to date, and consequently had lost faith in ED and felt there would have to be a change. Rob Bailey of Think Studio had been consulted and he and DB presented an initial written report (copies circulated) . He came from a marketing background and listed a number of substantial clients of Think, including Kent Estate agencies and Gardner Croft. Think could not work with what ED had done. He felt the existing website not relevant to young people and too “word heavy” . The website should show what Rotary does and engage with the community. He would build a new custom built website based on Wordpress which supports over 80% websites worldwide. MW reminded that it was the EMS which was of concern, rather than the website itself, but RB felt the existing one was doing the club no favours and a new EMS, Eventbrite, which would plug in to Wordpress was suggested . This would require each member to login for each event (instead of the existing situation where members can set the system so that either they are automatically logged in or out). This would have less likelihood of error and ensure greater access to the website by members, who currently refer to it very little. A weekly reminder would still be sent to each member who would have to take a positive step if he wanted to attend. The cost for website and EMS would normally be be £6500 + VAT , but Think was prepared to do the work for £2,000 + VAT with prominent advertising space on the site in addition to the existing. Annual support and maintenance would be £250 plus VAT The system would not deal with payments or accounts and DB suggested doing away with standing orders and requiring instead that each member paid for each event on logging in by Paypal, though this would involve cost (it would not be possible to sign up for an event without paying). PHe said that the club should specify what it wanted and it was agreed a subcommittee consisting of CE, DB, WJ and Pho (representing the unenlightened majority) be formed to refine what was required and report to Council.
6. **FUNDRAISING:** SJ had been in conversation with ST concerning this committee where a new chairman was required, along with a new approach. ST said that the FC had been formed by Brian Reed when the Community Service and International committees raised their own funds and that ST had taken on its chairmanship when BR died . He was prepared to be its chairman again for 12 months only on the following basis:
  - a) The committee would be for the sole purpose of raising funds to enable the club to carry out its work of supporting local and foreign charities and this mission statement would head each set of minutes.
  - b) The club would have to specify the amount it wanted to raise for these purposes each year
  - c) The number of events would be minimised
  - d) The committee would have no responsibility for fundraising for extraneous purposes such as the Lord Mayor’s fund where the club was accustomed to help.

- e) It must be accepted that there was always a financial risk in staging events , members should never be exposed to personal risk and sufficient funds should be retained in the Events account to cover all foreseeable liabilities before the event proceeded
- f) The committee should include the President and President elect. SJ said that the chairmen of the main spending committees should also be members  
It was agreed that ST be appointed chairman forthwith on these terms. BA said there should not be too many events.

## 7. PRESIDENT'S BUSINESS:

- a) Millennium scholarship. Ellie Jones of St Anselm's school had been interviewed . S he was planning a project in Cambodia and had been very impressive. A sum of £750 had been awarded to her . A further 2 interviewees were in the pipeline and he was in discussion with PLF about a drive for other applicants.
- b) Collection in memory of Hannah Loughran. . Just over £1100 had been raised and this had subsequently been raised to £2,000 by donations.
- c) The draft protocol for election of officers had been circulated and was approved
- d) Pentangular visit. A meeting was to take place the following Monday to settle the duties of members . BA asked if it was necessary to have both the lunch and evening meal on Saturday and was told some people could attend one not the other. Information would be released following the Monday meeting . There would be choices of menu, but it was agreed it was not necessary to deal with them in advance.
- e) Falkland Islands dinner, 30th May. A note was being circulated and payment was to be made by the end of April at latest.

## 8. BOXING EVENING:

PHe had prepared a detailed report which was circulated. He felt the event had met its objectives and had helped raise the profiles of the Prince of Wales Youth club and Boxing club, which were currently working out their relationships. He laid down the criteria for running a similar event in future , including that there should be sufficient will within the club. PHe agreed that he should have done more to involve other members in the event. Council unanimously thanked and congratulated PHe for his work on the event. MW said it would be up to Fundraising to decide if a further event should take place and to take the club's opinion. MG said that despite initial reserve, she had enjoyed the event. WJ said she would never support boxing , following her nursing experience, and it was generally accepted that there would be respectable differences of opinion on this issue in the club, as there are on many topics, and a general view would have to be sought.

## 9. FINANCIAL REPORT:

LN circulated his report for February 2017.(appended below)

**Website** - £2612 available : nothing had been heard from one of the advertisers and it was agreed that the name be removed.

**Pentangular** - £8109, but in addition £1362 had been expended on hotel deposits which should be recoverable and the total would cover anticipated expenditure.

**Wishing well** £281 had been collected, and GG thought the well had been a poor buy. However, MW pointed out that its acquisition had been approved by the club, and RBH agreed we should look forward, and LN agreed we should give it a chance. It was about to go into Nasons. I t was agreed a volunteer was needed to take over running it and that pro tem it be overseen by Fundraising.

**Events** - £2883 which it was agreed should remain there in view of the risks with forthcoming events (TCK).

**Millennium Scholarship** - £9030

available less £750 awarded above. Dollar account for S Sudan - \$17665 - one club (Leiden) had not paid and RBH was to chase .

**10. COMMITTEE REPORTS:**

- a) Club Service: SJ - attendance 61.7% for January. There might be difficulties over rotation for new members still in employment if current tendency was continued for meetings prior to lunches.
- b) Community service: minutes circulated and on website
- c) International - minutes circulated and on website.
- d) Voc Serv - minutes circulated and on website. Fund requirements - £75 for reading assistance programme, £200 Innovation , £50 for Inner Wheel for cost of refreshments at Schools public speaking competition- expenditure agreed. Possible trip to France - no view as to likely demand, but there was a visit to Lens for the Louvre du Nord when we went to St Quentin last year. MW thanked AM for the excellent Youth Speaks heat at Barton Court.
- e) Foundation - no report.
- f) Fundraising - no report
- g) Pentangular - no report

**11. DISTRICT MATTERS:**

District Council - 15th February. Applications sought for DG 19/20 - no names forthcoming  
New District website to be effect l've from 1st march 17. Pho would supply details when he has them.

**12. SECRETARY'S REPORT:**

Leave of absence sought by CE for the month of March -approved

**13. AOB:**

DB asked if there was any candidate for the position of vice president (the present occupant having indicated he would not stand for re-election . No one had come forward  
GG raised the question of payment for the accommodation at K & C Club, making it clear he had a dual position . Currently, £200pa was being paid but Rotary was holding around 50 meetings a year at K & C. K & C would be happy with £500 pa. After discussion agreed MW would discuss and negotiate with K & C

**14. DONM:**

Tuesday 28th March 2017 6.0pm K & C club

**SUMMARY OF FUNDS - February 2017**

	Income	Expenditure	Allocated	Total
<b>GENERAL FUND</b>				
100 Club	1536	1100	424	436
<b>TOTAL GENERAL FUNDS</b>	4194.5	3447.73	732	746.77
<b>GENERAL FUND AVAILABLE</b>				<b>310.77</b>
<b>WEBSITE</b>	2979	366.48		<b>2612.52</b>
<b>FELLOWSHIP ACTIVITIES</b>	1543.74	1292.2		<b>251.54</b>
<b>PENTANGULAR</b>	10516.22	2406.59		<b>8109.63</b>
<b>MINI GROUP EXCHANGE</b>	1716.8	583.7		<b>1133.1</b>
<b>RIBI SUBSCRIPTIONS</b>	3536	3536		<b>0</b>
<b>DISTRICT SUBSCRIPTIONS</b>	1000	1000		<b>0</b>
<b>TOTAL CLUB FUNDS</b>				<b>12853.56</b>
<b>DINING ACCOUNT</b>	29174.22	22385.48		<b>6788.74</b>
<b>CHARITY ACCOUNT</b>				
Emergency Reserve	1500	500	1000	1000
Foundation	654.86	654	0.86	0.86
<b>GENERAL ACCOUNT</b>	5730.85	3442.78		<b>2288.07</b>
Vocational Services	700	710	-10	-10
Weekly Raffle	776	0	776	776
<b>Presidents Charities</b>			1692.4	
Wishing Well	281.74			
Available balance				877.41
<b>CHARITY ACCOUNT BALANCE</b>	9643.45	5306.78	3459.26	<b>4336.67</b>
<b>COMMUNITY SERVICES</b>	6874.43	4216.93		<b>2657.5</b>
<b>INTERNATIONAL COMMITTEE</b>	5885.29	3330.05		<b>2555.24</b>
<b>TOTAL CHARITY FUNDS</b>				<b>9549.41</b>
<b>EVENTS ACCOUNT</b>	23029	20145.52		<b>2883.48</b>
<b>MILLENNIUM SCHOLARSHIP FUND</b>				
Investments	64918.52			
<b>Total Funds Available</b>	10630.75	1600		<b>9030.75</b>
<b>TOTAL MILLENNIUM FUND</b>	75549.27			<b>75549.27</b>
<b>TOTAL CLUB ASSETS HELD</b>				<b>107624.5</b>
<b>JPP Dollar Account</b>	\$17665.61			<b>\$17665.61</b>