

DRAFT

ROTARY CLUB OF CANTERBURY

Minutes of a meeting of the Council held on 23rd September 2014

1. Attendance: Viv Pritchard (President), Peter Hermitage (President elect) , Martin Ward (Vice President), Alan Mepstead, Harry Cragg, Geoff Goodban, Robert Yonge, David Barton, Brian Dobinson.
2. Apologies: Peer LeFleming, Robert Boyd-Howell
3. Minutes: the minutes of the last meeting held on 26th August 2014 were approved.
4. Matters arising:
 - a) Minute 4 (2) - the member to whom VP had spoken had started attending meetings. In the absence of LN, it was not certain whether the other member had paid his subscription.
RESOLVED that subject to confirmation that the subscription had not been paid, VP should write to the member in question informing him that unless his subscription was paid within one month he would be taken to have resigned.
 - b) Minute 4(4) despite at least 4 telephone calls by GG to the school secretary, as well as letters from AS, nothing had been heard from Simon Langton Girls' School apropos the funds of the defunct Interact club there.
RESOLVED that, the Club having a duty to safeguard the charitable funds, VP should draft a letter to Ursula Fuller, chair of the school's governors, drawing her attention to the situation and asking her to investigate and provide an explanation. A draft of the letter, together with the file in the possession of GG, was to be handed to HC who would discuss the matter with UF before the letter was formally sent. VP was also to contact the District Interact officer to ascertain the legal position of the funds.
5. President's business:
 - (a) MW had made a very good presentation to the September business meeting about communications. A further presentation was to be made on 13th October at 5.0pm at the K&C club to help members to understand social media and MW was to email all members about this.
 - (b) October business meeting - MG and ML to make a short presentation about Interact - VP to confirm. AM agreed to prepare a brief presentation on Vocational Services to include discussion about the objectives of Voc Serv. MW observed that some clubs had youth service committees. HC suggested talking to schoolteachers to discover their needs. In connection particularly with the forthcoming schools' public speaking competition, AM appealed for assistance from any member with connections in secondary schools.
6. Financial Report:
 - (a) A short update from LN was circulated. LN to be asked for explanation re the £2500 expenses shown for the Duck Race and £330 expenses for the Pentangular fund.
 - (b) Website funding - MW to liaise with N with a view to telephoning the advertisers, apologising and agreeing to render accounts for the unbilled fees.
RESOLVED that members' bonds be redeemed at the end of their 5 year terms in accordance with the original arrangement. Also, Jane Rice should be offered the option of cashing in Barry's bond early, if this is what she wishes.
7. Committee Reports:
 - (a) Club Service - draft minutes circulated
PH discussed the role of the committee and summarised key decisions
 - (i) a special meeting with the membership and potential new members in the new year. RY raised question of payment for the meals of guests - agreed this be left to Club Service to determine.

- (ii) a possible Rotoract club - the issue was to be investigated and brought back.
- iii) the preparation of a matrix of events to try to avoid things just not getting done (eg group study exchange being forgotten until the last moment) - will be drawn up at next committee meeting
- (iv) role of mentoring to be developed.
- (v) development of the almoner role - DL wants this to grow from sick report to general well being of members, past members and widows. HC suggested speaking to Judy Wiltshire.
- (vi) arrangements were in hand for the Xmas event.
- (vii) Pentangular - the usual meeting was due to take place in Leuven in November. Attendance yet to be decided and GG confirmed the general assistance he had received the previous year from RD and MG. For the avoidance of doubt

RESOLVED that attendees should pay their own expenses in accordance with custom & practice.

(b) Com Serv - minutes of July meeting circulated.

(i) AB had suggested that a proposed grant of £680 to the Prince of Wales Youth Club be modified so that the part relating to camping gear (£515) was extracted and an application for a matching grant made to District. This was achieved with much assistance from MT and MR. The outcome is awaited but Council congratulated all 3 on their efforts.

(ii) Billy Smarts' Circus tickets referred to in the Com Serv minutes had been distributed and were much appreciated.

(c) International - no meeting

(d) Foundation - no meeting

(e) Fund raising - no report

(f) Public relations - no meeting

(g) Voc Serv - no meeting but there was some discussion about the role of the committee in relation to young people and MW mentioned the idea of a youth committee.

8. District Council meeting 19th September- report circulated.

9. Secretary's report - none in absence of PLF

10. Any Other Business

(a) Club vision - PH and MW stressed club should determine what it is and wants to do and how it wishes to develop in the future. This is to be considered by a future Council meeting

(b) GG reported that whilst members who attended meetings and signed the attendance sheets had been charged for meals, those who had not apologised in time or at all had not.

RESOLVED that everyone who has not apologised in time (generally by Saturday morning) is to be charged the full amount, whether they attend or not.

(c) DB felt the Awards Committee's functions should be discussed by Council and it was agreed that this be placed on the agenda for the next Council meeting.

(d) TCK - PH reported that preparations were going ahead for a competition in 2015. The hall had been reserved and judges were being contacted. Matters were on target.

(e) In order to reflect the changes in Club officers it was necessary to change the existing mandates for the Club bank accounts. Accordingly, it was proposed by Harry Cragg, seconded by Robert Yonge, and unanimously agreed

RESOLVED that "With effect forthwith the Authorised Signatories mandated for each and every of the Accounts of the Rotary Club of Canterbury with National Westminster Bank shall be varied as follows:

1. To remove the names of Roger Cicero Bickerton, Geoffrey Walter Goodban , John Roger Power, Alastair Scott and Robert Duke Yonge;
2. To add the names of Lewis Norris and Peter Andrew Hermitage to those of the remaining signatories, Peer Christopher LeFleming and Vivian Pritchard.
3. The signatures of any two of the Authorised Signatories shall be sufficient"

11. DONM: Tuesday 21st October 2014, 6.00pm at K & C Club

ACTIONS

Item no.	Action	By Whom
4a	Letter to be sent to query continued membership	VP
4b	Draft letter to Chair of Governors of SLGS	VP
4b	Informal meeting with Chair of Governors to discuss draft letter	HC
4b	Contact District Interact Officer re use of funds	VP
5a	Set up meeting to instruct members on use of social media	MW
5b	Presentation of Voc Services at Business Meeting	AM
6a	Clarification of expenses shown in draft accounts	LN
6b	Contact corporate sponsors and submit invoices re website advertising	MW and LN
10b	Clarify with members charge for meals unless booking cancelled in time	VP
10c	Item on Awards Committee to be included in agenda of next meeting	PLF
10e	Complete arrangements for revising bank signatories	LN

Financial Statement for September 23rd 2014 follows...(see next page)....

SUMMARY OF FUNDS - 23rd September 2014 (Unreconciled)

	Income	Expenditure	Shortfall	Funds Allocated	Funds Available	Total
CLUB FUNDS						
Balance 2013 (estimated)	3370.33			3370.33		
Members Debentures	1903			1903		
General Fund	2085.74	984.55			1101.19	
Pentangular	3475	333		3142		
Mini Group Exchange	885	695.4		189.6		
100 Club						
RIBI Subs	2832	1512	240	1320		
District Subscriptions	986	1071	-85	-85		
TOTAL CLUB FUNDS	15537.07	4595.95		9839.93		10941.1
DINING ACCOUNT				3131.9		3131.9
TRUST FUNDS						
Emergency Contingency				1306		1306
Prudent Reserve				1046		1046
Vocational Service				100		100
COMMUNITY SERVICE				3480		
Action on Hearing Loss		400				
TOTAL						3080
INTERNATIONAL COMMITTEE				3886		
Books for Juba School		480.71				
Team Tanzania Charity		150				
14th Canterbury Scout Group		250				
TOTAL						3005.29
FOUNDATION	891			891		891
EVENTS ACCOUNT						
TCK 2013	6898.82			6898.82		
Duck Race (See note below)	4694.32	2500			2194.32	
(Note: £2500 transf. to Community Services Committee)						
Summer Charity Concert	2130	417.38			1712.62	
TOTAL EVENTS ACCOUNT						10805.8
MILLENNIUM SCHOLARSHIP FUND						
Investments (Estimated)				64000		
Interest				7144.82		71144.8
TOTAL MILLENNIUM FUND						
TOTAL OF ALL FUNDS						105452