

Rotary Club of Carleton Place and Mississippi Mills



Meeting of September 2nd, 2008

Mike chaired the meeting, as Marion is in BC. He welcomed as guests Fraser's partner Carolyn, and Sue Hopkinson, President of the Nepean-Kanata club.

Note: The club voted last week to approve the \$4 increase to the cost of "The Rotarian", for its Canadian supplement. Only 12 clubs have reported so far to the District.

A request for \$500 for a bursary for the Carleton Place High School was passed to the Chair of the Donations Committee. He has also received a request from the Almonte High School.

An email from the GSE program will be circulated to all members, giving the names and profiles of the four visitors from France. We will be looking for billets during October.

The annual financial statement is still being prepared.

Gordon reported that repairs have been done already to the damaged section of the trail under the McNeely Street bridge. A bill for about \$200 is expected. A volunteer has also whipper-snapped the part of the trail from Patty Lane to Oakland Crescent.

John's suggestion of a board game will be implemented next year, as members have too many commitments to work on it this year.

Brenda reported on the October 25th program. Tickets have been printed, and Debbie has obtained the application form for the liquor license. The Town will provide some financial help. Stan is arranging for two hamburger stands, one at each end of Bridge Street. Fraser is to follow up with the SRO band to arrange for their performance. Debbie has arranged for people to help with the decoration of the hall.

Sue Hopkinson then gave a presentation on charitable status. Her PowerPoint slides will be circulated by email.

Briefly:

1. A separate corporation must be created, and directors appointed. The directors should not be all the same people as the club executive, but some overlap is OK.
2. Clear objectives must be set with a long-term view, striking a balance between being too specific and too general.
3. Money can only be given to other charities or identified projects. Club members cannot benefit. Great care must be taken with contributions in kind. Selection of recipients should be objective and demonstrably fair.
4. Bookkeeping must be done separately, with a clean distinction from the rest of the club funds.
5. Main benefit is public confidence that contributions will actually be used for the intended purpose.
6. At least 80% of receipts should be donated each year, unless a long-term plan for a multi-year project has prior approval.
7. An annual tax return (T3010) is essential; without it, charitable status will be revoked and the charity will become liable for taxes.
8. Good documentation is essential. All directors' meetings should be minuted, for example.
9. Directors should carry liability insurance, which will protect them from claims if they exert a reasonable standard of care.

All the documentation you may care to read can be found at <http://www.cra-arc.gc.ca>

Our thanks are due to Sue for a very interesting talk, and to Brenda for providing a laptop and projector at short notice. Thank you!

Agenda for next meeting

- **Vote on approval to proceed with obtaining charitable status?**