



## ROTARY CLUB OF CARLETON PLACE AND MISSISSIPPI MILLS

Minutes of Meeting on:

14 April 2020

<b>Location:</b>	Online via Webex	<b>Action By</b>
<b>Attendees</b>	Mike Jeays, David Cousineau, Kathy Cousineau, Carman Carroll, Shelley Smith, Wayne Brunton, Marion Reilly, Peter Adamo (Toastmasters)	
<b>Absent</b>	Deb Shaw, Ashley Taylor, Charlene Bradshaw, Christina Jessome, Ernie Rowe, Nicole Bradshaw, Taylor Spooner, Brenda Rowe, Eric Hammond,	
<b>Called to Order</b>	6:20 p.m.	
<b>Agenda Item</b>	Welcome Guests - Peter Adamo from Toastmasters	
<b>Agenda Item</b>	Happy Dollars	
<b>Agenda Item</b>	Approval of Minutes of March 17 <sup>th</sup> and Mar 31 <sup>st</sup> - not voted due to no quorum [in future we will not vote to approve minutes as it is not mandatory for normal meetings]	
<b>Agenda Item</b>	Additions to the agenda - Two items were added; discussion about a 'new member-friendly agenda' for the next meeting and an overview of toastmasters. Continued in last discussion item.	
<b>Agenda Item</b>	Secretary's report - Nothing to report.	
<b>Agenda Item</b>	Treasurers report - No change since last meeting.	
<b>Agenda Item</b>	Membership committee report - No change since last meeting, thinking about items to be covered with new members, maybe making a cheat sheet to explain our events, terms, meeting procedures, and all the various Rotary websites.	
<b>Agenda Item</b>	Nevada ticket sales - Wayne will request an extension with Bobbi McCann at Carleton Place Town Hall.	
<b>Agenda Item</b>	A motion was made to cancel the compost event for 2020 due to the COVID pandemic. Motion by Kathy, seconded by David, to be voted on via email.	<b>All members to vote by email</b>



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<p><b>Agenda Item</b></p>	<p>Wayne reviewed the MOU worksheet provided by the district  <a href="https://clubrunner.blob.core.windows.net/00000050214/en-ca/files/page/grants-management/club-mou-worksheet-en/Club_Memorandum_of_Understanding_Worksheet_en.pdf">https://clubrunner.blob.core.windows.net/00000050214/en-ca/files/page/grants-management/club-mou-worksheet-en/Club_Memorandum_of_Understanding_Worksheet_en.pdf</a></p> <ul style="list-style-type: none"> <li>- Project progress and finances will be reported to the club during each meeting.</li> <li>- Expenditure of grant money will be subject to approval by a club vote.</li> <li>- Managing the Bank accounts used for grant funds will be the responsibility of the Treasurer.</li> <li>- Everyone in the club is responsible for ensuring any grant money is spent according to the MOU.</li> <li>- Everyone in the club is responsible to watch for any conflict of interest.</li> <li>- Wayne and Mike will be responsible to report grant activity to the club, the district and the Foundation.</li> <li>- All project and grant related documents will be stored in the Club's Clubrunner site for seven years.</li> <li>- All club members have a responsibility to report suspected misuse or mismanagement of funds to Bette Miller (<a href="mailto:bette.miller@bell.net">bette.miller@bell.net</a>), Bonnie Black (<a href="mailto:bonblack@yahoo.com">bonblack@yahoo.com</a>), or any District Board member.</li> </ul>	
<p><b>Agenda Item</b></p>	<p>A motion was made to sign the MOU pending an email vote. Motion by Carman, seconded by David.</p>	<p><b>All members to vote by email.</b></p> <p><b>Pending the vote, Wayne and Mike to sign and send the MOU to District.</b></p>
<p><b>Agenda Item</b></p>	<p>A motion was made to apply for a District COVID grant of up to \$4,000 to help offset the cost of a</p>	<p><b>All members to vote by</b></p>



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		<b>email.</b>
	transport ventilator as per the attached grant application by April 20th. This application would commit the club to donate \$4,000 to the Carleton Place Hospital. The proposal is to use \$1,000 from 2019-2020 funds and \$3,000 from 2020-2021 funds. Using the 2020-2021 funds requires approval of an exception to our normal financial standards so voting yes to this motion includes approval of this exception. (Motion by Marion & Seconded by David)	<b>Pending the vote, Wayne and Mike to submit the grant application.</b>
<b>Agenda Item</b>	A motion was made to contact the Lanark County Food Bank and try and find a suitable project to use as the basis for a District Grant in 2020-2021. Submit a grant application for this project by April 30th. (Motion by David, Seconded by Mike)	<b>All members to vote by email.</b>  <b>Pending the vote Wayne will contact the food bank, and potentially submit the application by April 30<sup>th</sup>.</b>
<b>Agenda Item</b>	Women's fair committee update - no update, Shelley will set up a virtual meeting to discuss plans.	<b>Shelley Smith.</b>
<b>New Agenda Item</b>	There was discussion about having a new-member-friendly agenda for the next meeting. Carman, Shelley and David agreed to come up with an agenda for the next meeting.	<b>Everyone to invite potential new members to the next meeting on April 28<sup>th</sup>.</b>
<b>New Agenda Item</b>	Peter Adamo provided an overview of Toastmasters and contrasted it with Rotary. They meet on the second and fourth Thursday of every month. When they are ready for guests, their president will email an invitation to Wayne and he will forward to the Rotary Club members.	<b>Wayne to forward invitation when it comes.</b>
<b>Adjourned</b>	7:45 pm	
<b>These minutes are declared to be a true and accurate record of 14<sup>th</sup> April 2020.</b>		



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**Signature:** \_\_\_\_\_ **Position:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

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**Date:** \_\_\_\_\_