**Harrisburg Keystone Rotary Club**

**Executive Board Meeting**

**May 19, 2015**

The following Executive Board members were in attendance:

Megan Mines-Hall (President) Janet Ritter (Secretary)

Addeline Alaniz-Edwards (President Elect) Amy Earnest

Jim Aiello (Vice President, Social Committee Chair) David Ritter

Hector Ortiz (Membership Committee Co-Chair) Scot Whiskeyman (potential new member)

President Megan handed agendas to each board member. Action items are listed in red.

1. **.5K Debrief** – The primary purpose of the Board meeting on this date was for a debriefing on our signature fundraising event, our **.5K Endurance Challenge.** As announced by Treasurer Joe Hoover during our club meeting, we raised **$2121.33**, after all expenses were deducted. Event Chair Jim Aiello led a discussion on ways to improve for our 5th Annual .5K Endurance Challenge, to be held in 2016:

**A.** **Improvements:**

1. Start promoting even earlier
2. More sponsors
3. Make sure online Registration is available earlier
4. Publicize specific targets for the money raised
5. Create an Interact a/o Rotaract club at a school and create a scholarship from the funds we raise
6. Tying in with ABC’s Anniversary event was a fantastic boost, but we need to make sure ABC firms up the 2016 date much earlier
7. Due to graduations and other May events, perhaps an earlier weekend in May could be arranged
8. Ensure we have a way to make announcements so that all can hear:
   1. Megaphone?
   2. DJ? Suggestion that we get a radio station to do live broadcast during .5K
9. Virtual .5K Participant – To register in-kind donations (people who may not be able to make event, but want to pay for ticket to help our fundraising)

**B. Successes:**

i. We netted over $2100 this year

ii. **Amy Earnest** volunteered as the Chair of the 2016 .5K Endurance Challenge!

1. **Harrisburg Keystone’s 10 Year Anniversary Celebration**
2. Committee Chair Hector announced the date will be **September 15, 2015**, in the Gallery of ABC, where our club meetings are held**.**
3. Dinner will be a buffet
4. The 10-Year Celebration Committee is made up of past presidents of Harrisburg Keystone**.**
5. Past members of our club (who are no longer members) will also be invited.
6. The price of the evening’s dinner will be $35 (Single) or $60 (duo). All members are encouraged to bring a guest.
7. DG John Kramb will be invited. Committee Chair Hector raised the question as to whether this celebration should be our DG’s official visit to our club? This created a lot of discussion as we are celebrating our accomplishments and our history, as a club. But, how busy is the DG’s schedule and will he be able to make a 2nd trip out to our club if his official visit is not September 15?

i. Both Committee Chair Hector and David Ritter indicated they will talk to both DGE John, as well as District Secretary Melissa Bruck, to see if his schedule allows for a 2nd visit as his “official” DG visit.

1. **Make Ups and Attendance**
2. A question had been raised, during previous board meetings, to clarify how our club classifies **make-ups** and what constitutes a “make-up.”
3. Unfortunately, the board member who raised that question was not present for this board meeting.

ii. Clarification of **“make up”** was agreed to be **one Harrisburg Keystone meeting make-up for each Rotary event attended outside our regular Tuesday night meeting time**. **One event = One make-up (no matter what the length of the extra event).**

B. Secretary Janet will make sure this policy is clear to all club members, through the publication of these minutes, as well as through coaching and questions asked.

1. **Youth Committee**
2. As determined in last month’s board meeting, both VP Jim and President Megan will follow up with contacting the Committee Chair, Charles Radomsky about gift cards for the student speakers (Duane and Innocenza).

1. **Membership Committee**
2. As suggested in our April meeting, President Megan was able to create and send an online version of our membership application to Webmaster and Sergeant at Arms Sam BowerCraft to insert onto our club’s website. Upon Sam’s approval, we hope to be able to offer potential members a more expedient method of applying for membership to our club.
3. Co-chairs Hector and Yolanda should be able to consolidate the various membership applications we have used into one application that will also be used online.
4. **Social Committee**
5. The following social dates have been arranged by Committee Chair, Jim:
   1. **June 2 (Tuesday)** – Trivia Night in the ABC Bottling Room (first floor, behind the bar)
   2. **June 30 (Tuesday)** – Picnic and transition to new club officers. Picnic will be held at Tom Miller’s house. Directions will be forthcoming.
   3. **July 21 (Tuesday)** – Harrisburg Senators Rotary Night. **$24 per ticket (Adults)** and **$14 (Children)** includes picnic dinner in the pavilion along the third baseline. Parking is **not** included in this price. Please invite family members and guests!!
   4. **August 5 (Wednesday)** – Thanks to Joyce Davis, we have been given the mayor’s box at the Harrisburg Senators’ game. We are limited to 20 people and a sign-up sheet will be circulating shortly. VP Jim is asking for a **$5 per ticket donation**, which will be forwarded to the Rotary Foundation **Polio Plus**. This event is for Rotarians only (no potential members). Parking is **not** included for this event.
6. **Future Board Meetings**
7. President Megan stated there is no need for a June Board meeting and she asked President Elect Addeline if the first Tuesday of the month should continue?
8. President Elect Addeline agreed that Board meetings shall be held the first Tuesday of each month during her term, as President. Therefore, our next Board meeting will be held on **July 7.** Board meetings are held for all Executive Board members, Committee Chairs, and any member of our club who would like to join us.

**Action Items**

A. Incoming .5K Endurance Challenge Committee Chair, Amy

i. Review the list of improvements for the .5K Endurance Challenge

ii. Try to firm the date with ABC and coordinate with their anniversary celebration

iii. Start organizing event a bit earlier for more promotion

B. 10th Anniversary Committee

i. Hector and David will check with both Melissa and DGE John Kramb to see if he can make a 2nd visit to our club, as his “official visit,” or shall this anniversary celebration also serve as the District Governor’s official visit to our club?

1. Vice President Jim
2. Follow up with Youth Committee Chair Charles Radomsky to see when gift cards were presented to our Rotary 4-Way Test Speech Contestants, Duane and Innocenza.

D. President Megan

1. Follow up with Webmaster/Sergeant at Arms Sam to see if online membership application can be added to our website.

ii. If no further action had been taken by Youth Chair Radomsky after follow up by VP Jim, further follow up will be taken by President Megan.

E. Membership Co-Chairs Hector and Yolanda

1. Consolidate the various membership applications and decide which version is the one we want to use for future membership applications (and that version will, hopefully, be available throughout our website, too)

F. Secretary Janet

i. Will answer any questions on meeting attendance and make-ups.