Rotary
Club of Windsor

Club Manual
2020 – 2021

THE ROTARY CLUB OF WINDSOR IS A PASSIONATE GROUP OF INDIVIDUALS WHO SHARE IDEAS AND RESOURCES TO ACCOMPLISH GOALS THAT IMPROVE LOCAL AND WORLD COMMUNITES.

ROTARY INTERNATIONAL MISSION STATEMENT:

TOGETHER, WE SEE A WORLD WHERE PEOPLE UNITE AND TAKE ACTION TO CREATE LASTING CHANGE:

- IN OUR COMMUNITY
- ACROSS THE WORLD
- AND IN OURSELVES

Rotary Club of Windsor
2020 – 21 Club Manual

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Windsor Rotary Club Calendar for 2020 – 21

Calendar Details are on the Rotary Club of Windsor website:
https://www.windsorrotary.org/calendar/
Meetings Every Tuesday Morning at Charlies, 7:15 – 8:30 AM

July 2020 Theme – Club	November 2020 Theme – Windsor Rotary Community Fund	March 2021 Theme - Vocational
August 2020 Theme – Summer Fun & Politics 8/28 – Windsor Town Council Candidates Night	December 2020 Theme – The Holidays 12 Christmas Party 22 & 29 Dark - Breakfast Meeting 5 & 12 Bell Ringing Bell Manor Caroling	April 2021 Theme – Fundraising TBD – Windsor Annual Fundraiser
September 2020 Theme - Community 9/14 – Board Meeting with DG 9/15 – DG Doug Johnson Visit 9/30 - Tri-Tip Tuesday Rotary Bar???	January 2021 Theme – Rotary Foundation Rotary Youth Exchange Reveal	May 2021 Theme – Youth Windsor Middles School Bay and Girl of the Year Outbound Youth Exchange Selection
October 2020 Theme – Membership	February 2021 Theme - International	June 2021 Theme – Rotary International Convention Rotary Bar

Club Goals for 2020 - 21

1. Theme for the year – "**Doing More** with Less**"** and Having Fun.
2. Keep ZOOMing and making that work as long as we have to.
3. Fundraiser for 2020-21:
   Need to raise money. Nothing from Rotary Community Fund and ??? from the Rotary Bar.
   Major Fundraiser for "Overcoming Obstacles" – Michael Juric will head
   4 Mini Fundraisers – Barbara McChesney will organize
   Virtual Fundraiser - Barbara McChesney will organize
4. Focus Community effort on projects that engage us with the Windsor community as we work through the pandemic.
5. International has about $15,000 to spend. As a club let us find ways to help less fortunate places get through the COVID-19 pandemic with this.
6. Establish an Interact at Windsor High School.
7. Membership – The entire club continue find and add new, engaged membership.
8. Documentation. – Get the Windsor Club Manual, Service Chairs and Committee Processes and Procedures on-line for access for all:
   "Who Does What"
   "How Things Get Done"

Club Practices, Policies and Procedures

Attendance

- Members are expected to attend as many regular breakfast meetings as possible.

Breakfast Meetings

- Tuesday morning from 7:15am-8:30 AM
- Charlies Banquet Room, 1320 19th Hole Dr., Windsor
- Member cost - $18 - Visiting Rotarians and other guests - $18
- "Special" guests, first two meetings no cost, after that $18

Annual Dues and Costs

- Annual dues are $395. These dues include Rotary International, District 5130 and Club dues. The dues will be invoiced by June 1 of each year and members are asked to pay this invoice before June 30th. The Club pays dues to RI and the District on June 30th.
- It is customary for all Members to contribute to the Rotary Foundation and/or Polio Plus Eradication Fund during the course of the Rotary year. These contributions will be counted toward the individual member's Paul Harris Award total.

Account Balances

Members are asked to pay all fees, donations and contributions as pledged and in no case let their balance due the Club exceed $100.

Donations

- **Windsor Rotary Community Fund (WRCF)** – Called by many the "John Lewis" fund in honor of Windsor Rotary's founder John Lewis (club founded in 1987).
- **The Rotary Foundation (TRF)** – Called by many the "Paul Harris" fund in honor of Rotary's founder Paul Harris. Rotary was founded in 1905.

Windsor Rotary Community Fund (WRCF)

Donations to the Windsor Rotary Community Fund (WRCF) can be made by writing a check to the Windsor Rotary Community Fund (WRCF) and giving this payment to the Windsor Rotary Treasurer.

The Rotary Foundation (TRF)
Donations to The Rotary Foundation (TRF) can be made directly to the foundation through Rotary International's website. Donations may also be made by writing a check to The Rotary Foundation (TRF) and giving this payment to the Foundation Chair. The Foundation Chair will forward the check to Rotary International, where it will be deposited in the member's name. Contributing members will receive verification of their deposit, which is tax deductible, from Rotary International.

Special Recognitions and Fines
Members will be recognized on special occasions such as birthdays, anniversaries, additions to the family and other noteworthy events. Members will be asked to give voluntary contributions over the course of the year to the Windsor Rotary Community Fund (WRCF) or The Rotary Foundation (TRF) in recognition of these special occasions.

New Members
Committee will ask an existing member to mentor all new members and assist them in getting familiar with the Club members and practices. The Membership Committee has established criteria for Orientation.

Leave of Absence
Due to extenuating personal circumstances, a member may find it necessary to request a Leave of Absence from active membership and associated member obligations. Such requests will be reviewed on a case-by-case basis by the board and granted or denied at its sole discretion. Generally speaking, a request for leave should not be for more than six months and the member is required to be current with annual dues before and during the leave period.

Committee Membership
Each Club member is encouraged to be a participate in at least one activity.

New Membership
Members are expected to encourage membership in the Club and should endeavor to invite interested individuals to attend breakfast meetings. Questions regarding membership requirements should be addressed to the Membership Committee.

Budget for 2020 - 21

2020 Budget	**2020-21 Budgeted**	
Revenues (Less International)		
Cash from 2019-20	$31,680	
Investment Revenue		
WR Community Fund	$	
Fundraising Revenue		
Quarterly Mini Fundraisers	$ 8,000	
Movie Night	$ 1,000	
Major Fundraiser	$15,000	
Direct Donations		?
Misc. Donations	$ 1,400	
District Grant Match 19/20 -WRR	$ 1,000	
Total Projected	**$58,080**	
Expenses (Less Club Services & International)		
Community Services		
Traditional Programs		
Bell Manor Holiday Lunch	$ 500	
WHS Build Academy	$ 5,000	
Misc	$ 800	
Sub Total	**$ 6,300**	
Grants		
Future Grants	$ 5,000	
Sub Total	$ 5,000	
Community Sub Total	**$11,300**	
Youth Services		
Girls State	$ 350	
RYLA	$ 1,150	
Youth Exchange	$ 3,500	
Project Grad	$ 2,000	
Choices	$ 900	

Dictionary 3rd Grade	$ 1,200
Cool Kids Camp	$ 700
SNAP	
Student of the Month	$ 1,850
Student of the Year	$ 200
Middle School Students of the Year	$ 200
Cali Students of the Year	$ 200
Overcoming Obstacles Scholarships	$20,000
Youth Services Sub Total	**$32,250**

Vocational Services

Firemen Breakfast & Awards	$ 150
Law Enforcement Breakfast & Awards	$ 150
Windsor Police Dept/Parent Social Media	$ 400
Teachers Appreciations B & A	$ 2,700
Town of Windsor B & A	$ 400
Vocational Services Sub Total	**$ 3,800**

Administration Fees	**$ 2,500**
Expenses (Less Club Services & International) Total	**$57,950**
Net Income (Less Club Services & International) / Loss	**$ 130**

Club Services (Funded from Dues)

Audio Visual Equipment	$ 400
Advertising	$ 1,000
Socials & Fellowship	$ 250
Sunshine	$ 50
Documentation	$ 100
Rotary Storage	?
Club Services Total	**$ 1,800**

International (Self Funded from the Rotary Bar)

Revenue

Revenue from 2019-20	$15,314
Rotary Bar Revenue	?
Return from Mecsa River Project	$10,000
2020-21 Revenue	**$25,314**

International Services

TBD - Should Spend	$15,000
International Services Expense Total	$15,000

Net International Income / Loss **$10,314**

Club Officers and Committees

2020-21 Board of Directors:

Past President - Maureen Merrill
President Elect – Pam Moulton
Secretary - Leah Hansen
Treasurer - Ed Turner
At Large
Alison Huber
Carol Martin

President – Bill Bolster
Program Chair – JB Leep

Club – Chris Landwehr
Meeting Support
Set up and tear down – Art Dias
Audio / Visual – JB Leep
Meeting "To Do List" (Greeters, Song, Inspiration, Set-Up) –Chris Landwehr
Greeters – Laura Buhrer
Song – Maureen Merrill
Inspiration – Susan Cole
Birthdays, Anniversaries & Fines – Leslie Lewis
Communications -
Photos and Windsor Times liaison – Sue Nelson
Newsletter – Tom Boylan
Publicity – Tom Boylan
Website – JB?
Social Media - ?

Socials and Fellowship - Bev Graham
Debunking (of me) – Maureen Merrill
Sunshine – Lauren Antoni
    Acknowledgement Letters/emails
    Special Occasions / Sympathy Notes
Documentation – Wally Krutz, John Lecave
Rotary Storage – Glenda Sales & Wally Krutz

Community – Glenn Sugden / Carol Martin
Rotary Community Fund – Brian Ling
Grants – Carol Martin
Windsor Rotary Big Fundraiser (Overcoming Obstacles) –Michael Juric
Mini-Fundraisers for Community Fund – Barbara McChesney
Bell Manor Christmas Lunch – Pegi Ball
Caroling as Senior Facilities – Pam Moulton
Redwood Empire Food Bank – Carol Martin

Youth – Pegi Ball (Sandie Krutz on the Board)
RYLA
Choices – Heather Cullen
STEM Student of the Year – Daniel Myers
Dictionaries – Craig Curreri
Youth Exchange Inbound – Sandie Krutz
Youth Exchange Outbound –Alison Huber & Beth Smith
Girls State
Cool Kids Camp – Art
SNAP – Art
Scholarships (Overcoming Obstacles) – Tom Hassur

Vocational – Doug Williams
Teacher Appreciation
Public Safety
City of Windsor Award

International – Ken Moulton with John Hackenburg
Rotary Bar – Renee Hyde and JB & Carol
Clean Rivers – Steve Klick
International Projects TBD

Membership - Renee Hyde

Rotary Foundation – John Lecave

Board of Directors

Bill Bolster – President
Maureen Merrill – Past President
Pam Moulton – President Elect
Leah Hansen – Secretary
Ed Turner - Treasurer
Glenn Sugden – Community
Carol Martin – Community
Sandie Krutz – Youth
Doug Williams – Vocational
Ken Moulton (John Hackenburg) – International
Renee Hyde – Membership
Alison Huber – At Large