

District 7090 Foundation Committee

Thursday, September 4, 2025

Via Zoom at 7pm

Minutes (Draft)

1. Welcome and attendance

Attending: Dave Alexander, Lisa Bishop, Joanne Serkyn, Paul Saskowski, Sue Foster, Elaine Richard, Wolfgang Lindemann, Lezlie Murch, Brad Wood, Tommy Wegge, Scott Marcin, Sandi Chard, Patti Johnson, Scott Marcin, John Weismantel (joined midway), Michael Harrington, Paul Gibel, (Check: Rob Foster, Margaret Andrewes, Aaron Carlson, Joe Will)

NOTE: Items passed unanimously, except where a roll call is asked for or when someone asks to be recorded a *no*.

2. Approval of Agenda - **Move to approve: Joanne, Second: Lisa**. A report from Lezlie Murch was submitted in regards to the deferral motion of DDF. Passed.

- a. Introductions were made with also noting 2025-26 DRFC voting members: DA, LB, AC, JS, PG, ER or FA, SF, PS. (Currently, with DA in the chair role, the fundraising vote needs a person)
- b. Dave noted that guidance of this meeting is done via Robert's Rules
- c. Communications - **M(receive): Joanne, S: Sue - passed**. A general discussion on the use of this section. Members should forward any notes or letters, or raise any concerns or opportunities here. The following areas were noted:
 - i. Foundation Newsletter - with thanks
 - ii. District Newsletter - with thanks
 - iii. Sources with RI and Zone - zone materials/report forthcoming
 - iv. August Note to D7090 Club Foundation Chairs
 - v. TRF District Profile Report
 - vi. Monthly Contribution Report 7090 2024-25 - a spreadsheet

There was a shout out to the formation of the Polio Plus Society.

3. Approval of Minutes of May 12, 2025 - **M(approve): 2024-25 DRFC Chair Lisa Bishop, S: Joanne. Passed**. The minutes were discussed and it was clarified that Sandi Chard was in the chair for motion 3 and 6 so that Lisa could move and speak to the motions. Motion 4 was out of order and the allocation of DDF from 2020-21 carry over will be revisited at the October 2nd meeting.

4. 2025-26 District Foundation *Financial* Management **Plan M(receive with direction): Paul, S: Joanne. Passed**

- a. Editing so far and process issues. Attendees were encouraged to contribute edits or ask to be included to do so with the expectations that this would be moved at the Oct 2 meeting. Dave encouraged others to look at other districts including D7070 and D7080's foundation sites for some ideas that would

inform this plan. ***Check to ensure that there is a MoU or statement with TRF that we are in good standing - September deadline??

- b. Composition of the voting members of this committee. A brief discussion took place to determine if there should be any changes, including representation from DISC.
- c. Deadline: get this passed and ready for the October 16, 2025 D7090 Board of Directors meeting.

5. Foundation Goals for D7090 2025-26 (and beyond) **M(receive): Joanne, S: Lisa. Passed.**

- a. Chair Dave gave a brief summary of the Report Template this committee needs to provide to District Council. Goals were derived from the survey and strategic plan. This is a progressive situation in building on the success of previous years. Committee members can contribute to this report. In turn, clubs should set goals in RCC including individual and club giving targets. An emphasis needs to be placed on explaining to clubs how they get their funds back to use in grants, identifying club chairs who would steward donations and PHF credits, and to choose polio or another fund to donate to. A rollup of annual and foundation giving, polio and endowment contributions can be communicated. Previous issues were completed June 14th. The budget was noted as an attachment. Chair Dave asked the committee to use occasions like District Council meetings as deadlines to prepare their reports, run events and provide a summary, etc. – to time it to their goal achievement.
- b. Previous issues were noted - District Council report - June 14th. Included needing a Rotaract rep. US Cluster, office hours, AG contact, and a dashboard to track progress. The budget was noted and there was a brief conversation that this would need to be circulated to reps, presidents, and other costs

6. Foundation Committee - Chair Goals Committee Chairs

- a. Goals for the year, stretch goals...and status updates
 - i. District 7090 Ontario Cluster Fund **M(receive) Sue, S: Elaine Carried.**
 - ii. Members talked about their goals
 - Lezlie - GG MoU update. Notice of intent to apply.
 - Wolf - Endowment - increase numbers, from last year. Exposure. Bequests.
 - Elaine - awareness, funding, awareness, Polio Plus Society, Club support, speaking engagements, foundation chairs, World Polio Day
 - Sue - communications, foundation website forms, grants - district
 - Paul - reporting procedures, grant subcommittee, good guidance, exchange rates, form for cluster grants; ready for RI audit; some grants w many receipts - foodbanks, agencies, etc. spreadsheet
 - Joanne - Pairing clubs for polio, active clubs with clubs with no grants, mentoring process on grants

- Brad - more clubs involved. Recognition, promo dates - international vs non int'l. Logging projects, help - Afghanistan. Easy ways to get involved. Help clubs navigate bureaucratic issues so they are encouraged to meet the requirements.
 - Tommy - Awareness and projects. AGs
 - Lisa - Supporting EPN awareness. Memorial donations - as a gift. New member onboarding in our foundation. Support Paul Lehman - PHS, PDGs, personal contact.
 - Scott - support role, education of clubs and members.
 - Sandi - web design, content, newsletter by the 10th of the month, Zone role.
 - Patti - send stories. Perhaps a photo contest?
 - Tommy - encourage AGs to look at the newsletter.
- b. Foundation Celebration and D7090 Recognition update. Rob. Roll out the poster, registration, speakers, note Kevin Crosby award plus Lighthouse and Rotary Club Excellence awards. Funding gap of ~\$1000 CDN - discussed options.
- c. Improving club contact (ties into items 7 & 8) All
- d. Committee structure, succession and support. Dave noted it would be nice to find someone who would be able to do minutes, arrange meetings as a secretary to the committee. Voting was discussed. The idea that the DISC should be able to vote was discussed. There was a reference to the district that Jennifer Jones is from and the role of the DISC. There was no further direction.

7. Club initiatives, grants, and funding

- a. Club Foundation Chairs - roster and club culture. This will be an item to update at the next committee (Annie/John)
- b. Available DDF by District 7090 carryover business from May 12, 2025. Lezlie provided a report regarding enhancing DDF matching to support District-led and cluster-funded global grants projects. The report contains two motions. **M (receive report): Joanne, S: Lisa. Passed.**
- i. Motion: increase DDF matching for in-district projects to a maximum of \$20,000 provided that both the host and international partner clubs are located within District 7090. **M: Joanne, S: Elaine. Discussed. Passed.**
 - ii. Motion: that District 7090 revise its DDF matching policy for cluster-funded global grant projects. For projects with a \$75,000 total budget the DDF match shall be increased to \$20,000 and for projects with a total budget between \$30,000 and \$74,999, the maximum DDF shall be increased to \$15,000. **M: Joanne, S: Paul.** Brad noted a concern about the timeline and processing of cluster funded projects and a few ways these could be streamlined were discussed. Increased from 10K. **Passed.**
- c. Proposed form developed by Lezlie: *Notice of Intent to Apply for a Global Grant*. **M: Joanne, S: Paul.** The committee discussed approving this form for use as it prepares our committee first with an intent. **Passed.**

- d. Club Memorandum of Understanding for 2025-26. The committee noted the 2025-26 form has an update. It was noted that Chair Dave received and signed a MoU from Amherst.
 - e. Some project directions were discussed including a District 7090 Western NY Cluster Fund and peace-related initiatives (asset map, needs assessment). These and a Rotaract project that is common to all clubs will be discussed at the next meeting. John and Annie are working on a tracking spreadsheet for club foundation chairs - will coordinate with Tommy and the AG messaging.
8. Resources, information, and support - a limited discussion was held due to the lack of time. Updates will be included in the October meeting:
- a. Monthly Foundation Office Hours - Topics; a leader is (or a few are needed)
 - b. Foundation Speakers List - Topics - look at last year, update the list, who curates the list? We will discuss tactics and the speakers bureau at the next meeting. Michael Harrington to check email re a list. A future topic(s) can be on disaster relief.
 - c. D7090
 - i. Foundation newsletter - a call for information/contributions went out
 - ii. D7090 newsletter - items requested
 - iii. D7090 Foundation pages - edits - all to review and seek to update your area
 - iv. Social media, PI Committee, etc. develop some linkages, show up at the PI meeting.
 - d. Rotary Club Central - all asked to go on
 - e. Rotary Learning Center - all asked to go on and check in on courses
 - f. Information from RI Con (Calgary) - those attendees in Calgary can help pull together any findings that are relevant to our work
 - g. Information inbound from Zone 28/32 Institute - DA to ask
9. Upcoming meetings: Thursday, October 2, 2025
- a. Items and issues for next meeting and where we expect to be
 - i. Disaster relief
 - ii. Liberia library update
 - b. Social huddle with club foundation reps - Sunday, September 28th @ 8pm?
 - c. Dave noted to the voting members that we have to deal with an expense item prior to Oct 2nd meeting.

10. Adjournment **M: Sue. The chair adjourned the meeting.**

Attachments (some will be moved related to their item, others are attached for your reference)

- 1. District 7090 Foundation Committee Minutes - May 12 2025 - with Package
- 2. Meeting summary for D7090 Foundation Committee Meeting - May 12 2025 - Zoom summary - with package
- 3. 2025-26 Foundation Committee Action Plan Report - Template - with package
- 4. D7090 Action Plan 2025/26 - [link](#)
- 5. D7090 Action Plan 2024/25 - [link](#)

6. Financial Management Plan 2025/26 edit (draft) - with package - old version: [link](#)
7. D7090 Budget 2025/26 - [link](#)
8. District 7090 Ontario Cluster Fund report - David Berry - with package
9. August Note to D7090 Club Foundation Chairs from acting DRFC Dave - communications - with package
10. TRF District Profile Report - with package
11. Available DDF by District 7090 - spreadsheet
12. Memorandum of Understanding 2025-26 - updated - with package
13. Monthly Contribution Report 7090 2024-25 - with package
14. Notice of Intent to Apply for Global Grant and Request District Designated Funds - draft - with package