

**Minutes of District 5580 Grants Subcommittee Meeting
By Teleconference
March 18, 2009 – 7:15 P.M. CDST**

Chair, Keith Brokke, called the meeting to order.

Roll Call:

Committee Members Present:

Keith Brokke	DGS Chair – FM-AM Rotary Club
Suzanne Pehl	Wahpeton Rotary Club
Mel Tangen	Breckenridge Rotary Club
Clyde Frank	Dickinson Rotary Club
Karl Wahl	Thunder Bay (Fort William) Rotary Club
Steve Arbour	Grand Rapids Centennial Rotary Club
Jon Helstrom	Duluth 25 Rotary Club
Herb Schmidt	FM-AM Rotary Club
Tully Chambers	District Governor – Wahpeton Rotary Club
Ajoy Chatterjee	District Governor-Elect – Thunder Bay (Ft. William) Rotary Club
Roly Turner	District Governor-Nominee/DGS Advisor – Thunder Bay (Port Arthur)

Other Participants Present:

PDG Al Watrel	2009-10 Foundation Chair – Bismarck Rotary Club
Betty Opheim	Fargo West Rotary Club
Diane Collins	District Administrative Secretary

Committee Members Absent:

PDG Claudette Holly	2008-09 Foundation Chair – Walker Rotary Club
Janet Green	Detroit Lakes Rotary Club

A copy of the Meeting Agenda is attached to these original Minutes and incorporated herein by reference.

Jon Helstrom reported that the Yanamono Clinic in Peru was completed and opened on February 21, 2009. Sadly, Duluth Skyline Rotarian, Bill Harrison, passed away while there working on the project.

Agenda Item #1 – Old Business and Approval of Minutes of DGS Teleconference Meeting held January 21, 2009:

A motion was made by DGE Chatterjee and seconded by Steve Arbour to approve the Minutes of January 21, 2009. Motion carried.

Agenda Item #2:

Chair Brokke announced that Joy Wezelman of the Bismarck Rotary Club would be joining the District Grants Subcommittee on July 1, 2009. Joy was unable to participate in this Teleconference Meeting but the committee looks forward to having her as a member.

Agenda Item #3:

PDG Al Watrel spoke to the members regarding the succession plan for the Grants Subcommittee. Jon Helstrom will be unable to Chair the committee in 2009-10 because of other obligations involving grants. He will, however, remain as a member of the committee. Therefore, Herb Schmidt of the FM-AM Rotary Club will serve as Chair with Keith Brokke serving as Advisor. Keith will work closely with Herb over the next year and Herb is pleased to be able to serve as Committee Chair.

DGS Chair, Keith, welcomed Betty Opheim of the Fargo West Club to the meeting, and she will speak to the committee concerning the Australian Wild Fires.

Agenda Item #4 - Treasurer's Report:

The Committee reviewed the Grant Account Balances Report from Treasurer, Bill Gravelle, dated March 18, 2008. There were some questions from the committee regarding the following items:

Refund from Breckenridge: It was noted that the project location (#06.8.15) in Honduras was changed and the funds for that project were returned to the District. That project was taken over by another group. The new grant application (#09.3.18) was for approximately \$100 more, so Breckenridge submitted the same application for a school in Tencoa, Honduras and the Committee approved the new application.

Shelter Box Donations: The balance available for distribution on the Treasurer's Report does not reflect the amount the contributions from the clubs or the District's match for Shelterboxes. These amounts should be shown on the report. DGE Turner asked if the Shelterboxes had been purchased, and as of this time, they have not. The Committee agreed that this should be done. An approved motion to purchase the Shelter Boxes was made at the November 22, 2008 meeting of the DGS, so the only action required at this time is to make the purchase.

Funds Committed for Projects:

Steve Arbour pointed out that the Treasurer's Report should show all grant funds that have been committed but not yet expended by the District so that the Committee knows exactly what is available for additional grant funding. There are currently approved grants totaling \$15,000 that are dependent upon the arrival of our District Simplified Grant (DSG) funds in the amount of \$24,000, and by listing those projects and funding for them on the report, the committee can accurately assess what funds are remaining for distribution. Chair Brokke reported that the DSG funds should arrive within 1-5 weeks.

With the above adjustments, the WCS balance available for funding is \$11,430.06. DGS Chair, Brokke, will secure an updated copy of the Grant Account Balance Sheet reflecting the correct fund information. The committee agreed to accept the submitted report for informational purposes only at this time.

(Secretarial Note: A copy of the Amended Grant Account Balance Report was secured by DGS Chair Brokke and emailed to the committee. A copy of said report is attached to these Minutes and incorporated herein by reference. Said report is to be voted on at the May meeting.)

Agenda Item #5:

Betty Opheim was invited to speak to the committee regarding how our District can help District 9790 with its wildfire disasters. She provided the committee with an overview of the existing devastation, including over 1 million acres of agricultural land destroyed, 1,800 homes lost, more than 7,000 people left homeless and over 200 lives lost in that District. She also stated that at the time of the Red River flooding that occurred in our District, the Rotarians in District 9790 collected funds and paid for the rental of trucks to send food and water to our affected area. Our District also had a prior Friendship Exchange with D-9790. With approval of DG Tully, Betty sent a letter to the clubs requesting donations to help District 9790 and to date, she has received commitments of \$1,500. Her request focused on how our District, through the grants subcommittee, could help D-9790 financially.

District 9790 has established a fund to receive donations, and that District would disburse them where needed. The question for DGS was whether we can transfer District Designated Funds (DDF) from one District to another, and this needs clarification from The Rotary Foundation (TRF). If that option is possible, we could take the funds donated from the clubs, add DDF funds, and send them to D-9790 to administer and distribute. The DDF amount suggested from District 5580 was \$10,000. We currently have around \$200,000 in DDF funds.

In the event TRF does not allow that option, another plan would be to handle this similarly to the way the Shelterbox Project was done, whereby the District would match the funds donated by the clubs (requesting \$5,000) and match with World Community Service Funds (\$5,000) for a total donation of \$10,000.

As a first step, DG Tully will contact TRF to determine whether DDF funds can be used. If that is not possible, he will notify the committee and proceed with a WCS match. Betty would be asked to prepare a second letter and ask that clubs commit to sending their funds by May 15, 2009. This date would also allow the District to talk about the project at the District Conference. Betty was also asked to make arrangements for having a table with information at the Conference Project Fair area.

In the event DDF Fund utilization is not permitted, a motion was made by DGE Chatterjee and seconded by Steve Arbour that District 5580 approach the clubs requesting contribution commitments toward the Australian Wildfires by May 15, 2009, with the District to match total contributions received up to \$5,000.00. Motion carried.

Betty thanked the committee for their support of this project.

Agenda Item #6:

Change Order for 09.2.12 – El Boqueron, Guatemala Water Project (FM-AM Rotary Club and Partners). This project has been cancelled and the mission team of engineers headed by Carolyn Bue, is now looking to bring water into Las Flores rather than into El Boqueron. Because of the short time frame involved, Chair Brokke gave approval for the change. It is permissible for the club that submits the original project application to request such a change order from the DGS Chair and ask if it is acceptable. The project involves bringing water piped from a mountain stream into the village of Las Flores, and to construct a 5x5x3 meter tank so the village will have potable water. The original project was \$4,500 WCS and the new project is \$5,000, but the community of Las Flores is putting up \$500, so there will be no change in the grant funding requested. The same people are doing the project, and the change is only to reflect the location change.

A motion was made by Steve Arbour and seconded by Suzanne Pehl to approve Change Order 09.2.12 as presented. Motion carried.

Change Order for 09.3.18 – Tenco, Honduras School (Breckenridge Rotary Club). Mel Tangen told the committee at its November meeting in Walker that after looking at the photos, there was concern about the space for the new school building additions. The intent was to add one room at the end of the existing building to give the same amount of square footage as originally designed. In February, Mel was informed that the town's people got together and donated 500 cement blocks, and because of the savings incurred, they would like to add electricity, using the money saved. The project cost is the same and they are able to put two rooms at the end of the existing building to provide more ground space.

A motion was made by DGE Chatterjee and seconded by DGN Turner to approve Change Order 09.13.18 as outlined by Mel Tangen. Motion carried.

Agenda Item #7 – Review of Final Reports:

07.1.16 – School Improvements in LaCandelaria, Mexico (Detroit Lakes Breakfast Rotary Club). The final report on this project has been submitted to TRF, and is basically for the DGS information. TRF will have approval authority, but Chair Brokke asked if the committee had any comments. The project is complete. The final report for 07.1.16 was accepted for informational purposes.

08.4.08 – San Juan laLaguna Paramedic/Fire Station (Phase I), Lake Atitlan, Guatemala (FM Rotary Clubs and Partners). The first phase of this project was started last February and was completed in December. The amount of the project was around \$33,000. It was noted by Chair Brokke that in January, the second phase of the project (09.2.15) has begun. Doug Murphy's team was there in January and Chair Brokke had a group there in February. They are ready to roof the second story. Paul Embleton from Spokane has been working with locals to get the paramedic clinic built, teaching first-aid, etc., and was recently interviewed on Larry King Live. Paul will be speaking at the District Conference on Friday, April 24th.

A motion was made by Clyde Frank and seconded by Mel Tangen to approve Final Report 08.4.08. Motion carried.

Agenda Item #8 – Review of New Grant Applications:

The committee was reminded that as of March 13, 2009, TRF has placed a moratorium on funding for DDF Projects, but it is still the duty of this committee to approve or deny these grant requests on a District level and forward them on to TRF. Once the moratorium is lifted in 2009-10, requests will be processed on a first come-first served basis. DGE Chatterjee feels it is appropriate to circulate information regarding the moratorium to the clubs. A motion was made by DGE Chatterjee and seconded by DG Chambers that the TRF Moratorium Memo be distributed to the clubs. DG Tully will get a copy of the announcement to Diane Collins and she will forward it on to the clubs.

09.5.21 – Cook stoves for village of Sumpango, Guatemala - \$19,000 DDF (Nipigon Rotary Club).

Upon review of the application, there was concern expressed by Mel Tangen about the budget which seemed rather vague. DGN Turner reviewed with the committee the process for installation and training on use of the stoves. Mel also asked if the letter of request that was received in Spanish could be translated, as the committee should have a version in English. Chair Brokke will ask JoAnn Larson for the English translation. A motion was made by Steve Arbour and seconded by Karl Wahl to approve Grant Application 09.5.21, conditioned upon the receipt of the English translation letter and clarification on the budget. Motion carried.

09.5.22 – Surgical Equipment for Centro de Salud Barbara in San Juan Sacatepequez, Guatemala

- \$12,350 DDF (Perham Rotary Club) The application was submitted by Rand Stolle. Two surgeons (Rand Stolle of Perham and one from McLean, Virginia) performed 1,600 surgeries in October. They would like to provide additional surgical equipment for the clinic. It was noted that the DGS did not have the letter of request needed from the Guatemala club to do the project. It was moved by DG Chambers and seconded by DGE Chatterjee to table Grant Application 09.5.22 until the May meeting, and Chair Brokke will request the necessary letter in the meantime. Motion carried.

DGE Chatterjee asked about the status of the project his club, Thunder Bay (Fort William) is sponsoring. Chair Brokke stated that a letter containing instructions was sent to the club and Ajoy will now follow up with them.

Additional Item:

DG Tully reported that he had represented District 5580 at the Winnipeg Goodwill Meeting and talked about the District's size, governance and International projects. He presented information to those attending Goodwill that currently we are working in 4 continents, have 17 projects going in 11 different countries and 3 projects at home, and the total value of these projects is slightly under \$500,000. Those attending the Goodwill Meeting were extremely impressed with our endeavors, and Chair Brokke feels that the DGS has done an excellent job this year. DG Chambers thanked Keith for his leadership and the entire DGS Committee for its service.

There being no further business, the meeting was adjourned.

Minutes prepared by:

Diane Collins
Administrative Secretary
District 5580