

**Minutes of District 5580  
Grants Subcommittee Teleconference Meeting  
Wednesday, June 25, 2008  
7:15 P.M. CDT**

Chair, Keith Brokke, called the Teleconference Meeting of the District Grants Subcommittee (DGS) to order at 7:22 P.M.

**Committee Members Present:**

Keith Brokke	Chair – Fargo-Moorhead AM Rotary Club
Jerry Larson	Vice Chair – Nipigon Rotary Club
Clyde Frank	Member – Dickinson Rotary Club
Janet Green	Member – Detroit Lakes Rotary Club
Suzanne Pehl	Member – Wahpeton Rotary Club
Mel Tangen	Member – Breckenridge Rotary Club
Jim Ozbun	District Governor – Dickinson Rotary Club
Tully Chambers	District Governor-Elect – Wahpeton Rotary Club
Ajoy Chatterjee	District Governor-Nominee – Thunder Bay (FW) Rotary Club

**Others Present:**

Roly Turner	Advisor – Thunder Bay (PA) Rotary Club
Diane Collins	District Administrative Secretary – Central Lakes Rotary Club

**Committee Members Absent:**

PDG Claudette Holly	District Foundation Chair – Walker Rotary Club
Doug Murphy	Member – Fargo-Moorhead AM Rotary Club

Ajoy Chatterjee announced regrets from Karl Wahl.

Chair Brokke confirmed everyone's receipt of the Agenda.

**Old Business and Approval of Minutes of April 16 RFGS Teleconference Meeting:**

Jerry Larson sent the Minutes of the April 16 meeting to the DGS on April 22, 2008. There were no questions. It was moved by DG Ozbun and seconded by Janet Green to approve said Minutes. Motion carried.

**Future Minutes:**

Chair Brokke announced that Diane Collins, District Administrative Secretary, would be taking these and future Minutes of the DGS Meetings.

**Addition of DGS Member:**

Chair Brokke welcomed Suzanne Pehl to the DGS Meeting. Suzanne has participated in 3 DGS Meetings and indicated her interest in becoming a Committee Member. A motion was made by DG Ozbun and seconded by Jerry Larson to appoint Suzanne Pehl as a member of the DGS. Motion carried. and welcome to Suzanne.

Karl Wahl, Rotary Club of Thunder Bay (FW) is considered as a potential member of the DGS. John Jennings (Bismarck) had to decline due to other responsibilities. Karl was unable to participate in this meeting due to another commitment, but he will be present at the next meeting. Chair Brokke will make up a new DGS Roster and provide this to the members.

### **Treasurer's Report:**

District Treasurer, Bill Gravelle, provided the report showing a balance of \$45,237.80 in World Community Service (WCS) Funds and \$350.00 in District Simplified Grant (DSG) Funds. The amount of \$24,000 in DSG Funds was initially received and to date, the sum of \$23,650 has been spent. District Designated Funds reflect a balance of \$175,561.78 after payment of educational and humanitarian programs. *It was moved by DG Ozbun and seconded by Jerry Larson to accept the Treasurer's Report. Motion carried.*

### **Review Interim Report 07.1.03:**

Interim Report 07.1.03 – Nat Nets for Preventing Malaria in Tanzania: Submitted by Jerry Larson on behalf of the Nipigon Rotary Club. Jerry reported that nets are being purchased at this time and delivery to 250 boarding schools will begin in the next 7 days. Nipigon has 1 grant of the 4 grants involved in the project, with 120,000 nets resulting from all 4 grants. Nipigon's grant will provide 21,131 nets. A group will be led to Tanzania the 3<sup>rd</sup> and 4<sup>th</sup> weeks in September. *A motion was made by Janet Green and seconded by Clyde Frank to accept the Interim Report 07.1.03. Motion carried, with Jerry Larson abstaining.*

### **Review of New Grant Applications:**

#### **08.7.17 Nipigon RC – Antigua, Guatemala Student Scholarships (DDF \$3,560)**

Jerry Larson stated that the Nipigon RC has been involved in this project for 3 years, with a previous matching grant to sponsor 18 students with other clubs in California and Canada. By Nipigon making this application, the club will need to put very little more into the project and it will pay for 35 students. *A motion was made by DG Ozbun and seconded by Suzanne Pehl to approve Grant Request 08.7.17. Motion carried, with Jerry Larson abstaining.*

As follow up discussion, it was noted that there were some problems encountered by committee members in receiving copies of applications since the files are very large. It was suggested that some of the preliminary information, such as the instructions for application, could be eliminated before sending the files to committee members.

#### **08.7.18 Thunder Bay (Fort William) Water Project in Guskara, India (DDF \$3,000)**

This is a water management program for providing purified drinking water to 250,000 to 300,000 people where none is currently available. The Rotary Club of Guskara is partnering on this project and the plan is to put wells in different locations throughout the area. Chair Brokke stated that he had talked with DGN Chatterjee regarding the project financing page of the application as there was nothing shown on the original application. Following discussion with Ajoy, it was determined that the RC of Guskara will put up \$500, the Rotary Club of Thunder Bay (FW) will put up \$3,000 and \$3,000 is being requested from District 5580. The India District will also put up \$3,000, making total contributions of \$9,500. Funds requested from The Rotary Foundation would be \$7,750, making total financing of \$17,250. The number of wells will be increased from 25 to 40, and be placed within an area of 300 square miles. The total cost per well is \$450, including drilling cost, with each well being approximately 1,200 feet deep and powered by a hand pump. An amended budget setting forth these changes has been requested but not yet received. *It was moved by Clyde Frank and seconded by Jerry Larson to approve Grant Request 08.7.18, pending receipt of the amended budget. Motion carried with DGN Chatterjee abstaining.* Chair Brokke also asked that pictures be furnished.

#### **08.7.19 – District 5580 Rotary Clubs Seeking to Purchase Shelter Boxes for Next Catastrophe (WCS \$10,000)**

Chair Brokke stated that an email was sent to the committee the end of May regarding use of WCS Funds in the amount of \$10,000 to purchase Shelter Boxes for Myanmar, asking for DSG approval. Jerry Larson approved as long as a Rotary Club sponsored this and went through the same process as any other grant, and two other committee members agreed. Keith prepared a Grant Application in the name of all Rotary Clubs in 5580, proposing that Rotary Clubs pass the hat at one of their next Club Meetings in an effort to collect \$5/member, with collected funds sent to the District Treasurer, Bill Gravelle.

Keith stated that FM-AM Rotary Club's involvement would be limited specifically to filing of the application and the final report. As a result, Chair Brokke has prepared 08.7.19 for the Shelter Box Project, and it will be the determination of the Executive and Finance Committee where they will be used. It was pointed out that Shelter Boxes are sent wherever there is the greatest need, but tracking of boxes can be done when individual clubs donate them. It was noted that some clubs are already sending funds for Shelter Boxes, but it was felt that Rotarians would probably choose to give a second time. A letter will be sent out to the Clubs under Jim and Tully's signatures making the request to clubs, noting that the donation is voluntary, but all donations should be requested at the earliest opportunity during upcoming club meetings. The letter will also be posted on the website. DG Jim expressed his thanks to Chair Brokke for putting the application together and it was agreed that having the Shelter Box Tent Display at the District Conference was extremely helpful. Roly Turner also spoke about the Shelter Box Fund Raising Dinner planned in Thunder Bay. *It was moved by DG Ozbun and seconded by Jerry Larson to approve Grant Request 08.7.19. Motion carried.*

**08.7.20 - Bemidji RC – Santa Barbara, Honduras Water Project (DDF \$15,730)**

There was an initial question regarding the project budget showing \$55,155 in the budget breakdown and \$55,055 on the budget page of the application. The discrepancy was the result of not having the \$100 from the Santa Barbara Rotary Club, but that is now in place. *A motion was made by Jerry Larson and seconded by Clyde Frank to approve Grant Request 08.7.20. Motion carried.*

Advisor Roly Turner thanked the DGS for its approval of these projects, since 3 of them fall into the RI President's Theme Chairs of Literacy and Water projects, and of the last 5 grants awarded, 4 have been DDF projects and that is a great accomplishment. There are now 44 DDF projects that need to be signed off by Foundation Chair, Claudette Holly and DGS Chair, Keith Brokke, and then sent to TRF for consideration.

**DSG Limit per Application – Currently \$10,000 Limit.**

Chair Brokke asked DG Ozbun for his thoughts regarding DSG Funds. Initial receipt of funds was \$24,000 and two funded projects were \$10,000 each, leaving a small amount remaining. Should we limit funding to a lesser amount? DG Ozbun felt that awarding smaller amounts would be fine, and he would like to see 4, 5 or 6 projects funded if money can be leveraged that way. DGE Chambers agreed and does not feel restrictions are appropriate. Jerry Larson reminded the committee that until more than one-half of the DSG money is spent, we would not receive any more. This requires reports from the clubs. Interim reports will be satisfactory for this purpose. DG Ozbun thanked the committee and excused himself from the meeting.

**Website Updates:**

Chair Brokke indicated that there have been delays in getting the Grants Subcommittee Pages updated on the District Website. Webmaster, Bob Tomlinson, is doing a lot of traveling in his work right now. Keith has spoken to Doug Murphy to see if he would be willing to create a Grants Subcommittee Website and Doug has agreed. By using this process, the DGS Website could be continually updated and easily linked to the District Website. Doug has done an excellent job on other sites, and DGE Chambers felt this would be a very good idea. Roly was asked for his input regarding putting information regarding water projects on the site as well. He also agreed with this concept and felt that it is the responsibility of the DGS to promote and provide information to clubs about possible projects. This process would also take some of the burden off of Bob Tomlinson, and Roly will discuss this with him as well. The Informational Section on the site would be separate from the Grant Section. It was also noted that clubs are looking to identify projects and this would be very beneficial to them. Tully will be teleconferencing with his Theme Chairs on Friday and will discuss the matter with them as well. Chair Brokke asked Jerry Larson if he would update information regarding CRCID so this could be included on the DGS Website as well. The consensus of the DGS was to proceed and ask Doug Murphy to design the site.

**WCS Projects Buy-In:**

The current requirement is that Host Rotary Clubs put up a minimum of \$100. Chair Brokke asked if labor was included in a project budget when done through CRCID, or is the municipality actually providing labor? Jerry Larson stated that CRCID is working more in the program-based projects and

does not have experience with building aspects Advisor Roly stated that the problem with CRCID was that they always funded labor and then had to have a corresponding TRF grant application because they were running out of funds. Now, as Jerry stated, CRCID is going to program-based projects. DGE Chambers indicated that individual projects such as a well are not well regarded, since 5% of the wells funded are no longer functioning, they are difficult to keep operational and people don't know how to fix them. District Foundation Chair, Claudette Holly, will look at the issue of being one of the 100 pilot Districts for new Foundation programs in 8 or 10 different areas. If we do become a pilot District, all Districts we have done business with in the past will have to become pilot Districts as well.

Chair Brokke stated that the \$100 Host Club requirement has been in place for the last 5 or 6 years. Jerry Larson noted that with some projects, professional labor must be secured and paid for. In a lot of Guatemalan villages, they pay for all the labor and that is their buy-in. Roly stated that with school construction, they paid for some labor, such as a master brick layer and carpenter, but every man in the community had to work, leaving their farming duties for 2-3 days. A professional was in place to make sure the building was properly constructed, and often times apprentices are brought in to help. Following discussion, DGE Chambers felt no need for policy changes.

The next meeting of the DGS will be held via Teleconference on Wednesday, August 20, 2008, at 7:15 P.M. CDT.

*A motion to adjourn was made by DGN Chatterjee and seconded by Suzanne Pehl. Motion carried.*

Meeting adjourned at 8:23 CDT.

Minutes prepared by:

Diane Collins  
District Administrative Secretary  
Rotary District 5580