

SUMMARY OF BOARD ACTIONS

OPTIMIST INTERNATIONAL BOARD OF DIRECTORS Online MEETING

Thursday and Friday, December 10-11, 2020
Videoconference

The following Members of the 2020-2021 Board of Directors were in attendance for the entire meeting:

Mark Weinsoff	President	Goleta, California
Adrian Elcock	Immediate Past President	St. Thomas, Barbados
Patsy Garner	President-Elect	Fort Worth, Texas
Sandy Larivee	2018-2021 Director	Essex, Ontario
Sandy Cyphers	2018-2021 Director	Wilmington, North Carolina
Luc Dubois	2019-2022 Director	Sherbrooke, Québec
Sandy Williams	2019-2022 Director	Yuma, Arizona
Janet Lloyd	2020-2023 Director	West Des Moines, Iowa
Robert Doyle	2020-2023 Director	Ottawa, Ontario
Jan Oord Graves	OIF President	San Antonio, Texas
Sophie-Chanel Bourré	JOI President	
Benny Ellerbe	Executive Director	St. Louis, Missouri
Excused:		
J.C. St-Onge	CCOF President	St-Jerome, Québec

SAINT LAWRENCE REGION MEMORANDUM OF UNDERSTANDING

Motion adopted

To add that Club voting will be Clubs “present and voting (in person or virtually) at the April 2021 meeting.

Motion adopted

That the SLFR at large Board Directors do not have to meet the requirement of having been a Club President to be on the SLFR Board.

PRESIDENT-ELECT’S REPORT

2021-2022 Committees

All 2021-2022 Committee will meet via ZOOM unless otherwise noted or approved.

Motion adopted

That the Board of Directors approve the 2021-2022 International Committees as presented by President-Elect Patsy Garner.

Administrative Committees:

Governance (5)
Audit & Finance (5 - appoint 2)
Pension Trustees (4)

Operating Committees:

Community Programs & Projects (Replaces Activities) (3+)
Scholarships (includes subcommittees World Oratorical; Essay, CCDHH) (4+)
World Oratorical
Junior Optimist International (3+)
Review of OI Organization Structure and Administration (Ad Hoc)
Junior Golf (YPF) (4 + 1 consultant) – Meet at TOC November 2022

Growth Committees: Potentially Will Meet In Atlanta during Breakfast and/or Lunch

Leadership Development (3+)
Marketing & Communication (3+)
Club Building (3+)
District Club Fitness (3+)
Membership (3+)
International
Development (TBD)
Sports Clubs (TBD)

Election and Convention Business Committees:

Candidate Qualifications (6 – appoint one)
Credentials (3)
Conference & Convention (5+)

IMMEDIATE PAST PRESIDENT’S REPORT

The oral report of the Immediate Past President Committee was presented to the Board of Directors by Immediate Past President Adrian Elcock. On behalf of the Board of Directors, President Mark Weinsoff thanked Adrian Elcock for the report.

EXECUTIVE DIRECTOR’S REPORT

The written report of the Executive Director was presented to the Board of Directors by Executive Director Benny Ellerbe. On behalf of the Board of Directors, Adrian Elcock thanked Benny Ellerbe and the staff for the report.

OPTIMIST INTERNATIONAL FOUNDATION REPORT

The report of the Optimist International Foundation was presented to the Board of Directors by President Janet Oord Graves. On behalf of the Board of Directors, Mark Weinsoff thanked President Graves for the report.

AUDIT & FINANCE COMMITTEE REPORT

Policy I-70; Reaffirmation of Board Fiscal Responsibility

Motion adopted

That the Board of Directors affirm Policy I-70 Paragraphs C and D as noted below:

- C. Once the Board of Directors establishes the committees for the following year, each committee shall receive a charge letter from the President Designate and other duties as directed by the Board of Directors. Each committee shall annually adopt and/or review operating guidelines which shall include fiscal responsibility as below:

All requests which require the expenditure of funds must be accompanied by the following:

1. Statement of Purpose
2. Statement of expectations in measurable terms
3. Statement of expected time frame to implement
4. Statement of expected time frame to realize identifiable results
5. Inclusion of an instrument for measuring expectations vs. results
6. Initial cost, budget, underlying assumptions and funding schedule with pay-out time.
7. All proposed NEW programs shall be reviewed by the Executive Director and the International Audit and Finance Committee Chairman prior to approval to determine the fiscal impact.
8. That as a matter of policy, the International Board of Directors requires that all proposals with a financial impact, regardless of the source of the request, will be referred to the International Audit and Finance Committee to determine the financial impact. The Optimist International Board of Directors will not consider such proposals until it has received a report from the International Audit and Finance Committee as to the expected financial impact.

The above policy shall be submitted for reaffirmation every year at the first meeting of the Board of Directors.

- D. Although the board reserves the right to act on its own initiative, any proposal shall be forwarded to the Audit & Finance Committee for review and fiscal impact before being final.

Policy I-44; Investments of Surplus Funds

Motion adopted

That the Board of Directors mandate the transfer of \$375,000.00 of the surplus funds to an Investment Fund designated for Surplus Funds.

Revised 2020-2021 Budget

Motion adopted

That the Board of Directors adopt the revisions to the FY2020-21 Budget as presented.

Policy I-54; Requirements for Affiliation – ACH Billing For New Clubs

Motion adopted as amended

That the Board of Directors mandate that effective immediately, all new Clubs shall be billed via ACH billing and that Policy I-54 be revised as shown below.

Requirements for Affiliation

I-54

In addition to the provisions of the International Bylaws, Article III, clubs seeking affiliation with Optimist International shall submit to Optimist International the following:

1. List of names and addresses, phone number, fax number; and email address if any of all officers.
2. A list of charter members, each of whom shall have paid the full membership fee (regardless of any former status as an Optimist elsewhere) as established in the applicant club's bylaws, signed by the president and secretary-treasurer.
3. Memorandum signed by the president and secretary-treasurer indicating complete understanding of the club's privileges, rights and obligations as an affiliated member of Optimist International.
4. A check for charter fee in the amount set in the current master schedule of fees and charges payable to Optimist International.
5. List of committee chairmen names and addresses, phone number, fax number; and email address if any as soon as possible.
6. **The Club must should establish a direct ACH for Club dues payments, where possible.**

Policy I-40; Authority to Adjust Club Accounts

Motion adopted

That the Board of Directors adopt the following revision to Policy I-40 as shown below:

Authority to Adjust Club Accounts

I-40

The Executive Director and Chief Financial Officer can forgive up to the lesser of 30% or \$1500 for a Club's Dues during a twelve month period without requesting approval by the International Board of Directors; The executive director shall be authorized to make financial adjustments in a Club's account whenever in his best judgment such adjustments are in the best interests of Optimist International, but only after reasonable efforts to collect past due amounts have been made. As part of the consent agenda, the staff will provide the Board of Directors and the Audit and Finance Committee with a listing of Club adjustments along with an explanation for each adjustment.

Policy I-18; Travel Chart

Motion adopted

That the Board of Directors revise the Policy I-18 Travel Chart by changing “Activities Chair” travel to the World Oratorical Championships to “World Oratorical Chair.”

Policy I-20; Financial Review

Motion adopted as amended

That the Board of Directors adopt the revision to Policy I-20, Financial Review as presented and amended to include “President Designate.”

Policy ICD-10; Credit Policy

Motion adopted

That the Board of Directors delete the last sentence of the policy as shown below:

III. Notifications:

(5) Districts’ Responsibility:

(b) Clubs 120 days in arrears shall be revoked into the year in which the debt was incurred. ~~District leaders will be responsible for only those debts incurred in their year for awards purposes.~~

MARKETING & COMMUNICATIONS COMMITTEE REPORT

Social Media Policy ICD-138

Motion adopted

The Optimist International Board of Directors approves the revised Social Media Policy ICD-138.

INTERNATIONAL DEVELOPMENT COMMITTEE REPORT

International Registration

Motion adopted

That the OI Board approve a motion to add language to OI Board Policy C-8 to include registration of Optimist International in a foreign country.

Budgetary Impact: FY 2020-2021 (Varies Based on Country)

Club - Names and Locations C-8

The official name of an Optimist Club shall include the words, "Optimist Club" plus the name of the city or cities, geographic area or other designation as approved by the Board of Directors.

The process of organizing the first club in a new country shall include establishment of a non-government organization (NGO).

An NGO shall be named Optimist International--(Country of expansion).

Official names of Clubs shall not specify any creed, race or nationality, reference to gender, names of individuals living or dead; and shall not duplicate or be confusingly similar to those of existing Clubs in the same state, province, or country

JUNIOR OPTIMIST PRESIDENT'S REPORT

An informational report of the Junior Optimist President was presented to the Board of Directors by JOI President Sophie Bourré and JOI Committee Chair Donna Priester. On behalf of the Board of Directors, Board Director Sandy Williams thanked President Sophie Bourré and JOI Committee Chair Donna Priester for the report.

AD HOC DISTRICTS AT RISK COMMITTEE REPORT

Motion adopted

That the Board of Directors stated that Districts will not be declared in default of Article VII, Section 2 of the Optimist International Bylaws if they select a 2020-2021 Governor-Elect on or before March 1, 2021.

OPTIMIST INTERNATIONAL COVID POLICY

Motion adopted

That the Board of Directors adopt the following statement:

Optimist International COVID-19 Guidance for Clubs and Districts

Many areas around the world are experiencing unprecedented levels of COVID-19 infections causing Government and public health authorities to issue strict regulations regarding public gatherings. Optimist International provides the following guidance for Club and District Meetings occurring through March 31, 2021.

- In person meetings must abide by all local government and health department regulations
- Regardless of local regulations, Optimist International requires masks be worn at all times, except while actively eating or drinking.
- Regardless of local regulations, Optimist International requires six foot physical distancing for people not from the same household. Meeting rooms should be set up with this in mind, and it is recommended hospitality sessions be held outdoors when possible.
- Safety of our members is the highest priority. Common sense should always prevail amid changing local conditions.

CONVENTION COMMITTEE REPORT

2022 International Convention Registration and Meals

Motion adopted

The Board of Directors hereby approves the following registration fees for the 2022 Reno Convention:

(Note: The below fees are in \$US)

Adult Member or Guest Discount/Early Bird (no meals) - \$239

Adult Member or Guest Regular (no meals) - \$289

College Member with discount (no meals) - \$75

Youth (non-JOI) (4-day program) - \$220

Youth (non-JOI) On-site (4-day program) - \$240

ACTIVITIES COMMITTEE REPORT

CCDHH Age Rule

Motion adopted as amended

That the Optimist International Board of Directors approves the following rule change effective immediately:

Section II - Qualifications for Contestants

1. ~~The contest is open to contestants under the age of 19 as of October 1 of the current Optimist contest year and who have not yet completed secondary school or its equivalent, including CEGEP students in Québec, Canada.~~

The contest is open to contestants through grade 12 in the United States and Canada, to CEGEP in Quebec and grade 13 in the Caribbean, and the equivalent in the Caribbean and the rest of the world..

International Day of Happiness

Motion adopted

That the Optimist International Board of Directors approves the International Day of Happiness as an official day that Optimists celebrate on March 20 in each year.

Childhood Health & Wellness/ Mental Illness Understanding

Motion adopted

That the Optimist International Board of Directors approve its proposals to educate and inform Optimist Clubs and Districts, as well as communities, families, and youth, about issues related to Childhood Health and Wellness by utilizing various communication methods, including written notices, social media, webinars, and videos. Further, we are requesting that OI partner and/or collaborate with Mental Illness Understanding to make their resources available to Optimist Clubs worldwide for use in Childhood Health and Wellness projects.

Curling Program

Motion adopted:

That the Optimist International Board of Directors approves Junior Curling as a recognized program of the Optimist International organization.

Curling Committee

Motion adopted

That the International President establish an International Curling Committee with the President-Elect. (Note: This committee will be included in the Ad Hoc Sports Committee per President Weinsoff)

SAINT LAWRENCE REGION MOU (REVISITED)

Motion adopted

To remove “it has collected” and “clubs” from the Financial Section of the MOU.

EXECUTIVE DIRECTOR SEARCH COMMITTEE

Executive Director Search Company

Motion adopted

That the Board of Directors of Optimist International retain the Moran Company to assist in the search for the next Executive Director.

Executive Director Search Fees

Motion adopted

That the Board of Directors authorizes a search committee to negotiate with the Moran Company a fixed flat fee for services rendered. In the event that a fixed fee is not obtainable, the fee should not exceed more than 30% of the base salary of the next Executive Director. It is understood that fair and reasonable expenses associated with services will be reimbursed.

Executive Director Funding

Motion adopted

That the Board of Directors of Optimist International directs the Executive Director, after consultation with the Audit & Finance Committee, to provide all funds associated with recruitment, hiring & transition of the next Executive Director of the Organization, within the Guidelines provided to the Executive Search Committee.

On behalf of the Board of Directors, Board Director Robert Doyle thanked the 2020-2021 Chair Dave Bruns for the report.

OPTIMIST INTERNATIONAL PILOT PROJECT COMMITTEE

Motion adopted

That the Board of Directors approve the creation of an Optimist International Pilot Project Transition Committee.

(Note: Members of the Committee are: Sandy Larivee, Chair; and additional members and a staff liaison)

Benny Ellerbe
Executive Director/Secretary