



MINUTES
of the
AUGUST 2021
ROTARY INTERNATIONAL
BOARD OF DIRECTORS MEETINGS

GENERAL OFFICERS

2021-22

PRESIDENT

Shekhar Mehta

Kolkata, West Bengal, India
(Rotary Club of Calcutta-Mahanagar)

VICE PRESIDENT

Valarie K. Wafer

Thornbury, ON, Canada
(Rotary Club of Collingwood-South Georgian Bay)

PRESIDENT-ELECT

Jennifer E. Jones

LaSalle, ON, Canada
(Rotary Club of Windsor-Roseland)

TREASURER

Virpi Honkala

Raahe, Finland
(Rotary Club of Raahe)

EXECUTIVE COMMITTEE CHAIR

Peter R. Kyle

West River, MD, USA
(Rotary Club of Capitol Hill [Washington, DC])

GENERAL SECRETARY

John Hewko

Evanston, IL, USA
(Rotary Club of Kyiv, Ukraine)

OTHER DIRECTORS

Jessie Harman

Ballarat, Victoria, Australia
(Rotary Club of Wendouree Breakfast)

Susan C. Howe

Friendswood, TX, USA
(Rotary Club of Space Center [Houston])

Won-Pyo Kim

Gyeongju-si Gyeongsangbuk-do, Korea
(Rotary Club of Gyeongju South)

Urs Klemm

Aarau, Switzerland
(Rotary Club of Aarau)

Mahesh Kotbagi

Pune, India
(Rotary Club of Pune Sports City)

Aikaterini Kotsali-Papadimitriou

Pendeli, Greece
(Rotary Club of Pendeli)

Roger Lhors

Pont-Audemer, France
(Rotary Club of Pont-Audemer, France)

Chi-Tien Liu

Taoyuan, Taiwan
(Rotary Club of Yangmei)

Vicki Puliz

Reno, NV, USA
(Rotary Club of Sparks)

Nicki Scott

Cheltenham Gloucestershire, England
(Rotary Club of North Cotswolds)

Julio César A. Silva-Santisteban

San Isidro, Peru
(Rotary Club of El Rímac)

Katsuhiko Tatsuno

Minato-ku, Japan
(Rotary Club of Tokyo-West)

Elizabeth Usovicz

Westwood, KS, USA
(Rotary Club of Kansas City-Plaza)

Ananthanarayanan S. Venkatesh

Chennai, India
(Rotary Club of Chennai Mambalam)

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MINUTES

of the

AUGUST 2021 MEETING

Rotary International Board of Directors

The Rotary International Board of Directors met virtually on 18 August 2021.

Present were: President Shekhar Mehta, President-elect Jennifer Jones, Vice President Valarie Wafer, Treasurer Virpi Honkala, Executive Committee Chair Peter Kyle, other directors, - Jessie Harman, Susan Howe, Won-Pyo Kim, Urs Klemm, Mahesh Kotbagi, Aikaterini Kotsali-Papadimitriou, Roger Lhors, Shi-Tien Liu, Vicki Puliz, Nicki Scott, Julio César A. Silva-Santisteban, Katsuhiko Tatsuno, Elizabeth Usovich, Ananthanarayanan S. Venkatesh, and General Secretary John Hewko. Trustee Dean Rohrs attended as Trustee liaison to the Board.

At the president's invitation, also attending were Directors-elect Jeremy Hurst, Drew Kessler, Muhammad Faiz Kidwai, Lena Mjerskaug, Patricia Merryweather-Arges, Patrick Chisanga, and Yoshio Sato. Director-elect Ezio Lanteri was unable to attend this meeting.

Andrew McDonald served as secretary of the meeting with assistance from Matt Hohmann. Other staff present were David Alexander, Jim Barnes, Julie Burke, Paul Haisman, Brian King, Mark Lowry, David Peterson, Steve Routburg, Eric Schmelling, Tom Thorfinnson, and Nora Zei. Nobuko Andrews, Alain Drouot, Marc Prevot, and Eiko Terao served as staff interpreters.

Under the guidance of the president, the general secretary had prepared an advance memorandum for this meeting containing items for consideration with background information and analyses. Those items, along with others initiated during this meeting, constituted the agenda of the meeting as reflected in the remainder of these minutes.

* * * * *

In addition to hearing reports on the status of COVID-19, Rotary extension, membership, empowering girls, regionalization, the status of My Rotary, and the status of Afghan Rotary clubs, the Board took the following decisions:

13. Approval of the May 2021 Meeting Minutes

Statement: The general secretary distributed the May 2021 Board meeting minutes to each director.

DECISION: The Board approves the May 2021 Board meeting minutes as distributed.

14. 2022 International Assembly

Statement: Considering the current status of the COVID-19 pandemic and to ensure the safety of those participating in an in-person Rotary event, the general secretary requested the Board to provide guidance regarding several aspects of planning for the 2022 International Assembly.

DECISION: The Board

1. agrees to hold the 2022 International Assembly as both an in-person event in Orlando, Florida, USA on 17–20 January and virtually between 25 January and 9 February;
2. requires that all in-person participants be fully vaccinated and attest to that status upon registration before booking travel;
3. agrees that any official IA 22 participant who is not or cannot be vaccinated by 22 October 2021 should participate only in the virtual Assembly;
4. agrees that no personal travel extensions will be permitted in conjunction with travel before the in-person IA 22;
5. approves a 2021–22 budget variance of US\$45,000 to support planning, implementation, and execution of appropriate health and safety protocols for the in-person IA 22;
6. remove, as one-time exceptions to the Rotary Code of Policies, the International Assembly registration categories for observer and child/caregiver for the in-person IA 22;
7. affirms its commitment to the health and safety of all members and requests the general secretary to monitor the state of the COVID-19 pandemic in case the in-person event must be cancelled;

8. authorizes the Executive Committee to act on its behalf if further decisions on the 2022 International Assembly are required between Board meetings.

15. RI Travel Policy

Statement: Director Kyle requested that the Board reconsider its policy regarding senior leader travel to exempt directors and trustees from the requirement to use the Rotary International Travel Service when booking hotels in their own regions and zones.

DECISION: The Board

1. agrees that directors and trustees, when traveling on Rotary business within their respective zones/regions, may book their own hotel accommodation without preapproval, provided that they fully observe the general obligation to act reasonably and conserve Rotary funds;
2. requests the general secretary to amend the RI Travel Policy as shown in Appendix A.

16. COVID-19 Travel Policy

Statement: In decision 166, May 2021 the Board approved a temporary COVID-19 Travel Policy to better guide Rotarians when considering their Rotary-related travel plans during the pandemic. This policy stipulated that travel must be considered “essential” to be funded by Rotary and provided a definition and examples of “essential” travel. This policy did not provide for Rotary-funded travel by directors, trustees, or regional leaders within their zones/regions. Director Kyle suggested that the Board consider travel by directors, trustees, and regional leaders traveling within their regions and zones to be “essential.” Director Lhors suggested assistant regional coordinators be also included in this category.

DECISION: The Board

1. agrees that all travel by directors, trustees, regional leaders, and assistant regional coordinators within their zones/regions will be deemed as essential during the COVID-19 pandemic;
2. amends the COVID-19 Travel Policy as shown in Appendix B.

17. Partners’ Travel to October Board Meeting

Statement: President Mehta requested the Board to consider funding director partners to travel to the October 2021 Board meeting at RI World Headquarters.

DECISION: The Board

1. approves a one-time exception to Rotary Code of Policies section 69.040.2. regarding the reimbursement of partner expenses at RI Board meetings and agrees to fund partner attendance at the Board’s October 2021 meeting at World Headquarters;
2. requests the general secretary to prepare a partner program in accordance with Rotary Code of Policies Section 28.060.;
3. notes that any partner not attending the partner program in full cannot be reimbursed by Rotary for travel expenses;
4. agrees to a variance of \$94,000 to the 2021–22 budget to fund partner travel to the October Board meeting.

18. Communications from the Trustees

Statement: At their 17 June and 17 August 2021 meetings, the Rotary Foundation Trustees took several decisions of interest to the Board. Trustee liaison to the Board Dean Rohrs reported on these items. At their August meeting, the Trustees took two decisions requiring Board action; one requesting the Board to encourage COVID-19 vaccination and the other to amend the COVID-19 Travel Policy.

DECISION: The Board

1. notes the following decisions from the 17 June 2021 Trustees meeting:
 144. Communications from the Board
 153. Polio Campaign Update
 - 2*. Rotary Annual Goals 2022–23

** Decision taken by 2021–22 Trustees with Chair Germ presiding.*
2. notes the following decisions from the 17 August 2021 Trustees meeting:
 5. COVID-19 Task Force Report
 6. Trustee Member to the 2021 Council on Resolutions and 2022 Council on Legislation
 8. Trustees Attendance at the 2022 Council on Legislation
 9. Institute Travel by Trustees
 10. Trustee Partner Travel

3. strongly encourages all Rotarians and Rotaractors to get vaccinated if possible and encourages all Rotarians and Rotaractors traveling for Rotary to wear masks in public settings, in particular during the use of any form of public transportation and especially at indoor gatherings;

4. agrees to amend the COVID-19 Travel Policy as follows:

Essential travel includes:

[text omitted]

- Travel by volunteers whose attendance is required where the meeting/event cannot accomplish its goals or be successful without the in-person presence of that traveler (for example, travel by a convener to an event is essential, while travel by a particular speaker to an event is not essential; spouse or partner travel to an event, other than the convener's, is not considered essential except in the instance of trustee partner travel for assigned Rotary Institutes).

19. Constitution and Bylaws Committee Report

Statement: The Constitution and Bylaws Committee met virtually in May and June 2021 to review amendments to various items to legislation for the 2022 Council and to determine whether these are duly proposed or defective.

DECISION: The Board

1. agrees that the following files containing proposed legislation for the 2022 Council on Legislation are not defective at this time:

File 022: To provide that per capita dues are paid monthly

File 066: To provide for the type of urgent enactments that may be considered by the Council on Resolutions

File 067: To provide for the publication of minutes for the Council on Legislation

File 099: To amend per capita dues

File 104: To amend what is provided in the audited annual report

File 122: To amend the provisions for adopting urgent enactments at a Council on Resolutions

File 131: To amend the deadlines relating to enactments

File 145: To provide for a delay on district boundary changes

Compromise D: To require that clubs and Rotaract clubs pay per capita dues for a minimum of 10 members

2. agrees that the following files containing proposed legislation for the 2022 Council on Legislation are defective at this time:

File 056: To amend which clubs are eligible to vote at district conferences

File 070: To provide for the definition of Rotary and Rotarian

File 083: To amend that agreements made at a district conference or legislation meeting are binding

File 084: To provide for a district finance committee

File 095: To amend the provisions for satellite clubs

File 109: To set qualifications and a compensation limit for the general secretary

File 110: To add the standard Rotaract club constitution as a constitutional document

3. agrees that legislation that is not duly proposed, defective, or not within the framework of the program of RI shall not be transmitted to the 2022 Council on Legislation.

20. Election Review Committee Report

Statement: The Election Review Committee received two election complaints since the Board's June 2021 meeting and made its recommendations to the Board regarding these complaints.

DECISION: The Board

1. receives the complaint of the Rotary Club of Unnao, India, concerning the election of the District 3110 representative to the Zone 6 Nominating Committee for Director, and based on the findings and recommendations of the Election Review Committee:

- a. finds that the governor administered the election in accordance with applicable RI policies and further finds that the allegations raised in the complaint are not supported by the evidence submitted;

- b. dismisses the complaint and confirms the selection of Past Governor Sharat Chandra as the member of the Zone 6 Nominating Committee for Director from District 3110;
2. receives the complaint of the Rotary Club of Bangalore Centennial, India, concerning the election of the 2023–24 governor of District 3190, and based on the findings and recommendations of the Election Review Committee:
 - a. finds that the allegations presented in the complaint are not supported by the evidence submitted;
 - b. finds that the events attended by the candidate were in accordance with his duly-assigned Rotary roles and were not in violation of the Board's policies concerning campaigning, canvassing, or electioneering;
 - c. dismisses the complaint and confirms the selection of Rotarian Udaykumar K. Bhaskara as the 2023–24 governor of District 3190.

21. Report of the Council of Past Presidents

Statement: The Council of Past Presidents met virtually on 24 May to discuss proposals to make their annual meeting at the RI Convention an official part of the convention program and for reinstating past RI presidents as non-voting members of the Council on Legislation.

DECISION: The Board amends the Rotary Code of Policies regarding other activities at a Rotary International convention, as follows:

57.110.3. Other Activities

[text omitted]

c) Council of Past Presidents Preconvention Meeting

The annual meeting of the Council of Past Presidents, as part of the official convention program, shall be scheduled by the Convention Committee in conjunction with the chair of the Council of Past Presidents to occur at such time prior to the convention that will permit the past presidents to attend all convention activities. The general secretary is requested to provide staff support for such meeting.

2021–22 Budget Review

- Board-approved budget, 2021–22 (in US dollars)

Revenues:	116,063,000
Expenses:	120,104,000
Funding from RI reserve:	3,047,000
Convention reserves:	1,600,000

Surplus Approved Funding

Over Expenses: **US\$606,000**

- Decisions taken at this meeting impacting current year:

<u>Revenue:</u>	<u>2021–23</u>
n/a	-

<u>Expenses:</u>	<u>2021–22</u>
Dec. 14 2022 IA:	45,000
Dec. 17 Partner Travel Oct. Bd. Mtg.:	94,000

Total financial impact in current year: \$139,000

- Decisions taken at this meeting impacting future years:

<u>Expenses:</u>	<u>2022–23</u>	<u>2023–24</u>	<u>2024–25</u>
	-	-	-

Adjournment

The foregoing is a true record of the proceedings at the August 2021 Rotary International Board of directors meeting.

Shekhar Mehta
President, RI

Andrew McDonald
Secretary of the Meeting

ATTEST:

John Hewko
General Secretary, RI

APPENDIX A

AMENDMENTS TO THE RI TRAVEL AND EXPENSE REPORTING POLICY (Decision 15)

Policy revision approved by the RI Board of Directors at the ~~April~~ August 2021 meeting are effective 20 August ~~19 April~~ 2021.

I. GENERAL POLICY

This policy applies to all Rotarian Volunteers (“Volunteers”) who travel and/or incur expenses on Rotary International or The Rotary Foundation (“Rotary”) business.

Volunteers are responsible for adhering to this policy and taking an active role in being good stewards of the organization’s resources while on Rotary assignments.

[text omitted]

Hotel Accommodations

- Directors, Trustees and Regional Coordinators, when traveling on Rotary business within their respective Zones or region, though encouraged to use Rotary Travel Services, may book their own hotel accommodation, and do not require pre-approval to do so, provided always that they fully observe the general obligation to act reasonably and conserve Rotary funds.
- In all other circumstances, hotel arrangements are to be booked or pre-approved by Rotary-designated agents/agencies except where the funded accommodations are pre-arranged by the conveners.

[text omitted]

Transportation-related Expenses:

- **Airline tickets:** Volunteer airfare must be booked through Rotary Travel Services designated agents/agencies. *See prior Travel section for details related to air travel.*
- **Hotels/Lodging:** The cost of moderately priced, standard hotel rooms will be reimbursed at a level appropriate to the area. As previously provided, Directors, Trustees and Regional Coordinators (when traveling in their respective Zones or regions) may book their own hotel rooms but in all other

cases, rooms shall be booked by Rotary-designated agents/agencies. Itemized hotel bills are required to document the expense. Refer to the policy above for information about forced overnights/day rooms.

[text omitted]

Ineligible Expenses:

The following are examples of expenses that are not reimbursable. (*Note that this list is not exhaustive*):

[text omitted]

- **Home Share Accommodations:** Overnight accommodations such as Airbnb, VRBO, etc., will not be reimbursable. Other than allowed Director, Trustee and Regional Coordinator circumstances, hotel accommodations must be booked through Rotary’s designated agents/agency.

APPENDIX B

AMENDMENTS TO THE COVID-19 TRAVEL POLICY (Decision 16)

General Principles regarding Travel, Meetings and Events

- The health and safety of all participants in Rotary programs, meetings, and events is of paramount importance.
- All conveners and organizers of Rotary meetings and events shall fully comply with all health and safety rules in effect in that location.
- No in-person Rotary meeting or event shall be mandatory for any participant who may feel uncomfortable attending because of the pandemic.
- All conveners and organizers of Rotary meetings and events are strongly encouraged to consider all health concerns in deciding whether to hold in-person meetings.
- All travelers must adhere to all risk mitigation protocols required or recommended by local authorities.

Essential Travel

Until 31 December 2021, Rotary will only fund travel that is essential to Rotary's business operations. ~~Travel is essential if~~

- ~~a) it is mission critical for Rotary business;~~
- ~~b) it cannot be conducted without in person interaction or without visit(s) to a specific location(s);~~
- ~~c) the purpose and intended outcomes of the travel are dependent upon the presence of the funded traveler(s) at the in person meeting/location.~~

Essential travel includes:

- Travel by the president, president-elect, trustee chair, trustee chair-elect and their spouses;
- Travel related to the Polio global initiative;
- Travel by volunteers whose attendance is required where the meeting/event cannot accomplish its goals or be successful without the in-person presence of that traveler (for example, travel by a convener to an event is essential, while travel by a particular speaker to an event is not essential; spouse or partner travel to an event, other than the convener's, is not considered essential);
- Travel by students and Rotary Peace Fellows who have secured proper documentation to enter

their intended destination country or to return home;

- Travel by a director and trustee within his or her own assigned zones/regions or to a presidential conference to the extent permitted by applicable local governmental regulations;
- Travel by a regional leader or assistant regional coordinator within his or her own assigned region to the extent permitted by applicable local government regulations;
- Travel by a governor within his or her district to the extent permitted by applicable local governmental regulations.

Expenses associated with any required periods of quarantine for a traveler, either before or after travel, will not be funded by Rotary. Personal travel shall not be approved in conjunction with any Rotary-funded travel through 30 September 2021.

Restrictions on Travel Funded by District Governor Funding

District governors are encouraged to conduct club visits and district events virtually and offer hybrid meeting options. When travel and gatherings are permissible by law, travel will be reimbursed by Rotary. Governors must comply with all local guidelines at the time of the travel/event in terms of the size of the event, capacity, social distancing and masking.

Restrictions on Funded Travel (Other Than Travel Funded by DG Funding)

Effective 1 July, essential (as defined above) travel is permitted and funded to the extent that it is permitted by local authorities. For the purposes of determining if travel is permitted, when booking or modifying travel arrangements, RI Travel Services shall utilize Crisis24 (to evaluate general risk) and IATA Timatic travel database (for airline specific guidance) or other similar independent third-party provider as needed.

This option may require additional (temporary) staffing to more actively manage the travel bookings to ensure restrictions have not changed between the time of booking and time travel.

Any required periods of quarantine (either before or after travel) will not be funded by Rotary. Travelers shall

adhere to all risk mitigation protocols required or recommended by local authorities.

2021 Rotary Institutes

The RI Board agrees that governors-elect and governors-nominee may be reimbursed by DG Funding to attend GETS/GNATS. GETS/GNTS trainers may be reimbursed if they are one of the funded roles (GETS team leader, GNTS team leader, general trainer) as reported to RI. Governors may use DG Funding to attend Institutes.

For Institutes consisting of multiple zones, notes that all approved funded travelers (as approved in Decision 166, May 2020) may attend the meeting of their assigned zone regardless of the location of that meeting.

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