

Assistant Governor's Quarterly Report Format

AG Area____ AG _____ Date:_____

Club Name:_____

(Highlights of club activities including Community Events, Fundraisers, Membership Activities and issues or challenges faced by your clubs. etc.)

Current Membership____ Number of visits____ Club Board Meets_____

Repeat this for each club.

This page is intended as a sample layout of how to structure information obtained through visits with your clubs.

It is recommended that you attend a board meeting as this is the most likely place that you will learn of club operations and any issues the club is facing. It is also the most likely setting for questions about issues or district operations.

It is hoped this format will provide key data in a shorter format while acting as a supplement to your verbal AG report at quarterly staff meetings