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**Resources for Club Officers**

2017-18

# **Your Key Contact - Club and District Support (CDS)**

[www.rotary.org/myrotary/contact/representatives](http://www.rotary.org/myrotary/contact/representatives)

Receive personalized assistance, training, and regional expertise on:

* Rotary resources and services
* Administrative procedures
* Board policy and Rotary constitutional documents
* Navigating My Rotary and doing your Rotary business online

# **24/7 Information - My Rotary**

# my.rotary.org

Register for My Rotary to manage your email subscriptions, register for meetings, and access other member resources. Club leaders can also:

* Set club goals and report achievements via [Rotary Club Central](https://my.rotary.org/en/secure/application/341)
* Update membership records\* and club data with Rotary
* Submit next year’s officers (by 31 December)
* Pay club dues to Rotary (July/January)
* Update club member email addresses online or via email to data@rotary.org
* Search the online [Official Directory](https://my.rotary.org/en/search/official-directory)

\* Clubs participating in the [Member Data Integration](https://www.rotary.org/myrotary/en/manage/tools/member-data-integration) should update their local online system.

# **Other Resources**

[Download](http://www.rotary.org/myrotary/en/learning-reference/document-center) free copies of resources such as [*Be a Vibrant Club: Your Club Leadership Plan*](https://my.rotary.org/en/document/be-vibrant-club-your-club-leadership-plan-north-america-245en). This guide includes questions, ideas, and resources to help your club be more successful.

Read [*Rotary Leader*](http://www.rotaryleader-en.org/)for inspiration as well as practical advice to make your club even better. Club presidents with email addresses in Rotary’s system receive this newsletterbimonthly. Encourage your club presidents-elect and club secretaries to subscribe as well. Don’t forget to update us if you change your email address.

Contact your Financial Representative for advice on dues balances, payments, and exchange rates: [www.rotary.org/myrotary/contact/representatives](http://www.rotary.org/myrotary/contact/representatives)

For more helpful resources, follow these links:

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| **Policy and Procedure** | **Membership** | **Public Image and Training** |
| [Manual of Procedure](http://www.rotary.org/myrotary/en/governance-documents) | [Connect to Membership Leads](https://my.rotary.org/en/document/connect-membership-leads) | [Presidential Theme](http://www.rotary.org/myrotary/en/presidential-theme) |
| [Voice and Visual Identity Guidelines](https://www.rotary.org/myrotary/en/document/851) | [Connect for Good](https://my.rotary.org/en/document/connect-good) | [Rotary Images](http://images.rotary.org/netpub/server.np?quickfind=&catalog=catalog&site=Rotary&template=search.np) |
| [Code of Policies](file:///C%3A%5CUsers%5Cbrusiea%5CDownloads%5Ccode_ri_current%20%281%29.pdf) | [Proposing New Members](https://my.rotary.org/en/document/proposing-new-members) | [Brand Center](https://rotary.okta.com/app/template_saml_2_0/khurpfvzDBQFLEBNWTQP/sso/saml) |
| [U.S. Club Insurance Program](https://my.rotary.org/en/us-rotary-club-and-district-liability-insurance-program) | [Strengthening Your Membership](https://my.rotary.org/en/document/strengthening-your-membership-creating-your-membership-development-plan) | [Webinars](http://www.rotary.org/myrotary/en/learning-reference/webinars/upcoming) |
|  |  | [Newsletters](http://www.rotary.org/myrotary/en/newsletters) |