

DISTRICT 7770 ROTARY CLUB REFERENCE MANUAL



Johnny Moore, District Governor, 2019-2020

ROTARY CLUB REFERENCE MANUAL

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Dear President for 2019-2020,

Congratulations on being selected to lead your Rotary Club. As your fellow Rotary volunteer, I am looking forward to the opportunities we will share in the coming Rotary year.

The training you will receive at our President-Elect Training Seminar (PETS) will, if you apply yourself to it, help you guide your club to great success. Much effort has been put into the materials in this manual and in the seminar. You may believe you are totally proficient in some areas that will be covered and understand that there are some areas in which you need education. However, please don't fall into the trap of thinking you can tune out in any area. There may be something new or something you simply have not heard before.

Many past Presidents-Elect have described this training as drinking from a fire hose. And, yes, there is much we will go through, but if you use this time to absorb all you can you will be in a great position when July 1st arrives. Use this time to interact with your fellow Presidents-Elect. You can learn a great deal from the ideas used in other clubs that make them great, regardless of how great your own club is already.

The strength, vitality and growth of your club depends heavily on your leadership. You were chosen, I believe, because you have already exhibited traits of leadership that inspire confidence in your ability. So, I am excited about what we will accomplish this year as "Rotary Connects the World".

I wish you all the very best as you build your own legacy of success for your club, for the District and for Rotary International. All of us in District leadership are here for you and will gladly support you in any way we can.

Thank you for all you have done and all you will do for Rotary,

Johnny Moore
District 7770
District Governor 2019-2020

Critical Calendar Dates

Training:

February 16, 2019 – RLI at Trident Technical College in North Charleston, SC
February 22-23, 2019 – PETS at Embassy Suites in Columbia, SC
March 9, 2019 – RLI at Hilton Head Prep School in Hilton Head, SC
April 26, 2019 – Spring Training at a location to be determined
April 27, 2019 – RLI at Midlands Technical College in Columbia, SC
June 7-9, 2019 – Outbound Youth Exchange Training
June 9, 2019 – Outbound Youth Exchange Volunteer Training
June 21-23, 2019 – RYLA at Columbia College, Columbia, SC
August 9-11, 2019 – Inbound Youth Exchange Training
August 11, 2019 – Inbound Youth Exchange Volunteer Training
September 13, 2019 – District Foundation / Membership / Public Image Training at a location to be determined
October 19, 2019 – RLI at Horry Georgetown Grand Strand Campus in Myrtle Beach, SC
February 15, 2020 – RLI at Trident Technical College in North Charleston, SC
February 28-29, 2020 – PETS at a location to be determined
April 24, 2020 – RLI at Columbia Convention Center in Columbia, SC
May 1, 2020 – Spring Training at a location to be determined
June 2020 (TBD) – RYLA at Columbia College, Columbia, SC

Conferences and Conventions:

March 22-24, 2019 – All Club Conference at Hilton Head Marriott, Hilton Head, SC
June 1-5, 2019 – Rotary International Convention in Hamburg, Germany
March 27-28, 2020 – All Club Conference at Columbia Convention Center, Columbia, SC
June 6-10, 2020 – Rotary International Convention in Honolulu, Hawaii, USA

Important Due Dates:

February 15, 2019 – 2018-2019 Club Public Image Citation due to District Public Image Chair
February 16, 2019 – 2018-2019 Club Leadership Citation due to Assistant Governor
March 15, 2019 - Submit quarterly Foundation contributions to The Rotary Foundation.
April 1, 2019 – Semi-Annual District Dues due to District Treasurer
April 1, 2019 – Global Ambassadorial Scholar applications due to the sponsoring Rotary club
May 1, 2019 – Peace Fellowship applications due to District Peace Chair
May 15, 2019 - District Grant project applications for 2019-2020 due to District Grants Committee
May 15, 2019 - Submit quarterly Foundation contributions to The Rotary Foundation.
June 1, 2019 – Ambassadorial Global Scholar applications due to District Global Scholar Chair
June 30, 2019 – Child Protection Policy due to Assistant Governor
June 30, 2019 – Entry into Rotary Club Central of 2018-2019 RI Presidential Citation requirements due
July 1, 2019 – Semi-Annual Rotary International Dues due to RI
July 1, 2019 – Entry into Rotary Club Central of 2019-2020 goals due
July 15, 2019 – 2018-2019 Club Public Image Citation due to Zone Assistant Rotary Public Image Coordinator

September 15, 2019 - Submit quarterly Foundation contributions to The Rotary Foundation.
October 1, 2019 – Semi-Annual District Dues due to District Treasurer
October 15, 2019 – Club Financial Review due to District Treasurer
October 31, 2019 – Youth Exchange Hosting Agreements due to District Youth Exchange Chair
November 1, 2019 – Youth Exchange Short-Term applications due to District Youth Exchange Chair
November 30, 2019 – Youth Exchange Long-Term applications due to District Youth Exchange Chair
December 15, 2019 - Submit quarterly Foundation contributions to The Rotary Foundation.
January 1, 2020 – Semi-Annual Rotary International Dues due to RI
February 13, 2020 – 2019-2020 Club Leadership Citation due to Assistant Governor
February 15, 2020 – 2019-2020 Club Public Image Citation due to District Public Image Chair
March 15, 2020 - Submit quarterly Foundation contributions to The Rotary Foundation.
April 1, 2020 – Semi-Annual District Dues due to District Treasurer
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June 30, 2020 – Child Protection Policy due to Assistant Governor
June 30, 2020 – Entry into Rotary Club Central of 2019-2020 RI Presidential Citation requirements due
July 1, 2020 – Semi-Annual Rotary International Dues due to RI
July 15, 2020 – 2019-2020 Club Public Image Citation due to Zone Assistant Rotary Public Image
Coordinator

Assistant Governors 2019-2020

Area 1 – Bill Oliver - Rotary Club of Spring Valley

Blythewood, Camden, Eau Claire, Forest Acres, Spring Valley, West Wateree-Lugoff
Home: 803-419-7450
Office: 803-719-5072
Cell: 803-312-1800
Email: billgolfer29@yahoo.com

Area 2 – Eric Davis - Rotary Club of The Vista Night

Columbia, Columbia Capital, Columbia East, Five Points, Main Street Columbia, The Vista Night
Home: 803-782-4983
Office: 803-254-4446
Cell: 803-730-1869
Email: edavis@futrtech.com

Area 3 – Blount Shepard – Rotary Club of Lake Murray-Irmo

Cayce-West Columbia, Chapin Sunrise, Lake Murray-Irmo, Lexington, St. Andrews (Columbia), West Metro West Columbia
Home: 803-749-9839
Office: 803-407-8284
Cell: 803-600-4194
Email: blount@shepardandassociates.us

Area 4 – Dot Jeger - Rotary Club of Bluffton

Bluffton, Hilton Head Island, Hilton Head Island-Sunset, Hilton Head Island-Van Landingham, Oaktie-Bluffton
Home: 843-757-4905
Cell: 843-368-8800
Email: dot.jeger@gmail.com

Area 5 – Charlotte Ranae Gonzalez - Rotary Club of Lowcountry-Beaufort

Beaufort, Jasper County, Lowcountry-Beaufort, Sea Island-Beaufort
Home: 843-575-2366
Email: charlotte.r.gonzalez@usmc-mccs.org

Area 6 – Kimberly Nolte - Rotary Club of Moncks Corner

Goose Creek, Moncks Corner, Summerville, Summerville-Oakbrook, Summerville-Evening
Home: 843-899-2705
Office: 843-761-6406
Cell: 843-312-2877
Email: Knolterotary@gmail.com

Area 7 – Robb Rosol - Rotary Club of St. Andrews, Charleston

Charleston, Charleston Breakfast, St. Andrews (Charleston), St. John's
Parish-John's Island
Home: 843-762-4336
Office: 843-577-6112
Cell: 843-906-4747
Email: robbw2b@aol.com

Area 8 – Chad Vail - Rotary Club of Daniel Island

Daniel Island, East Cooper Breakfast, Mt. Pleasant, North Charleston,
North Charleston Breakfast
Home: 843-779-2262
Office: 843-937-6489
Cell: 843-323-1100
Email: chad@KeepCharlestonKind.com

Area 9 – Eric Gray - Rotary Club of Murrells Inlet

Andrews, Georgetown, Georgetown Breakfast, Murrells Inlet,
Pawley's Island
Home: 843-650-8430
Office: 843-314-3041
Cell: 843-222-0596
Email: eric@graycrestrealty.com

Area 10 – Eric Long - Rotary Club of Myrtle Beach

Myrtle Beach, Myrtle Beach Chicora, Myrtle Beach Sunrise, Surfside Area
Office: 843-626-3659
Cell: 843-997-4473
Email: elong44@aol.com

Area 11 – A.J. Gohil - Rotary Club of North Myrtle Beach

Carolina Forest, Conway, Little River, North Myrtle Beach
Cell: 843-333-2149
Email: gohilsales@gmail.com

Area 12 – Carl McIntosh - Rotary Club of Sumter Palmetto

Kingstree, Manning, Summerton, Sumter, Sumter Sunrise, Sumter Palmetto
Home: 803-647-7573
Cell: 803-468-6177
Email: carlrmack@hotmail.com

Area 13 – Joanie Pinter - Rotary Club of Lake Marion-Santee

Lake Marion-Santee, Orangeburg, Orangeburg Morning, St. Matthews
Home: 803-854-3170
Office: 803-854-2152 X 203
Cell: 803-535-8593
Email: supermimi@ntinet.com

Area 14 – Bill Steadman – Rotary Club of Walterboro

Barnwell, Hampton, St. George, Walterboro

Office: 843-549-7777

Cell: 843-909-0344

Email: bsteadman@steadmanagency.com

Area 15 – Sherrie Chapman - Rotary Club of Cheraw

Bennettsville, Cheraw, Dillon, Latta, Marion-Mullins

Home: 843-537-5944

Office: 843-921-6922

Cell: 843-910-4471

Email: schapman@netc.edu

Area 16 – Jammie McDonald - Rotary Club of Florence West

Darlington, Florence, Florence Breakfast, Florence West, Hartsville, Lake City

Home: 843-669-8784

Office: 843-679-9954

Cell: 843-230-7002

Email: Jammie.mcdonald@firstcitizens.com

CLUB PRESIDENT'S CALENDAR

ROTARY YEAR 2019-2020

Success leading your Rotary club is determined long before you are sworn in as President. The most important part of the process is the six months before installation. Begin the planning process now, and you will be better prepared to implement the activities and assignments during your year of service without being overwhelmed. This is a general outline you can tailor to the practices of your club and your own goals and objectives.

January 2019 (6 months): Vocational Service Month

- Meet with your Assistant Governor, President, Foundation and Membership Chairs to review the mid-year progress toward the club's goals and objectives. Check the progress on achieving the District Governor's Club Leadership and Presidential Citations.
- Review with your President the club's current budget.
- Work on your draft calendar and club goals for 2019-20.
- Make sure you know how to access and use the District database.
- Make sure you know how to access and use the Rotary International's Member Access portal.
- Register yourself and your club's President-Nominee to attend PETS, **February 22-23, 2019** at the Embassy Suites Columbia-Greystone, 200 Stoneridge Drive. Columbia, SC 29210.
- **Rotary International semi-annual dues due.**

February 2019 (5 months): Peace and Conflict Prevention / Resolution Month

- Assistant Governor Training **February 1-2, 2019** Embassy Suites Columbia-Greystone, 200 Stoneridge Drive. Columbia, SC 29210.
- Attend Area Pre-PETS with your Assistant Governor (AG) for a briefing and materials that will help you make the most of PETS (President-Elect Training Seminar). PETS is "Mandatory Fun" for all Presidents-Elect. If a President-Elect is unable to participate in the District 7770 PETS, s/he must have approval from the District Governor (DG) to attend an out-of-district PETS session.
- Club should begin recruiting Ambassadorial Global Scholar Candidates.
- Submit the completed 2018-2019 Club Public Image Citation to the District Public Image Chair by **February 15, 2019**.
- Submit the completed 2018-2019 Club Leadership Citation to your Assistant Governor by **February 16, 2019**.
- Attend RLI at Trident Technical College in North Charleston, **February 16, 2019**.
- February 23, 2019 Rotary's Anniversary.
- Confirm registration for you and your President-Nominee for PETS.
- Complete your 2019-2020 Club Foundation Goals and Membership Goals forms and submit to your AG prior to PETS.
- Attend PETS, **February 22-23, 2019** at the Embassy Suites Columbia-Greystone, 200 Stoneridge Drive. Columbia, SC 29210

March 2019 (4 months): Water and Sanitation Month

- Meet with your new board to finalize committee assignments, budget, projects and calendar.
- Attend RLI at Hilton Head Prep School in Hilton Head, **March 9, 2019**
- World Rotaract Week **March 11-17, 2019**.
- Attend the All Club Conference at the Marriott Hilton Head, **March 22-24, 2019**.
- Submit quarterly Foundation contributions to The Rotary Foundation.
- Preregistration discount ends for Rotary International Convention **March 31, 2019**.

- Semi-Annual District Dues are due by **April 1, 2019**.

April 2019 (3 months): Maternal and Child Health Month

- Finalize committee assignments, budget and calendar with your new club board.
- Global Ambassadorial Scholar applications due to the sponsoring Rotary club, **April 1, 2019**.
- Attend District Spring Training **April 26, 2019** at location to be determined with your incoming Secretary, Treasurer, Membership Chair, Public Image Chair, Foundation Chair and other board members.
- Clubs recruit Outbound Youth Exchange candidates.
- Attend RLI at Midlands Technical College in Columbia, **April 27, 2019**.
- Peace Fellowship applications are due **May 1, 2019**.
- Determine your District Grant and/or Global Grant project for 2019-20. Applications due no later than **May 15, 2019**.

May 2019 (2 months): Youth Services Month

- Have programs lined up for the first meetings of the 2019-20 Rotary year.
- Schedule a joint meeting with the current officers and board and your officers and board to assure a smooth transition.
- Club must be current on RI and District dues by **May 15, 2019** to be eligible for 2019-2020 District and Global Grants.
- Club must reach EREY status by **May 15, 2019** to be eligible for 2019-2020 District and Global Grants.
- Applications for Global Ambassadorial Scholarships are due to the district by **June 1, 2019**.
- District submits District Block Grant application to The Rotary Foundation by **June 1, 2019**.
- Submit quarterly Foundation Contributions to The Rotary Foundation.

June 2019 (1 month): Rotary Fellowship Month

- Hold a Club Assembly prior to taking office on **July 1, 2019**. Invite your Assistant Governor to attend the Assembly. Use your completed planning guide, 2019-2020 Club Leadership Citation and the Club Foundation and Membership Goals you submitted to your Assistant Governor. They will be important references as you plan your Club Assembly.
- Outbound Youth Exchange Training **June 7-9, 2019**.
- Outbound Youth Exchange Volunteer Training **June 9, 2019** (required for first time host families and Youth Exchange Officers).
- RYLA at Columbia College, Columbia **June 21-23, 2019**.
- Attend the Rotary International Convention in Hamburg, Germany **June 1-5, 2019**.
- Confirm your club's official visit from the District Governor if you have not already done so.
- District Governor Installation on **June 29, 2019** at Lexington Country Club in Lexington, SC.
- Child Protection Policy due to Assistant Governor by **June 30, 2019**.
- Ensure all requirements for the 2018-2019 Rotary International Presidential Citation are entered into Rotary Club Central no later than **June 30, 2019**.
- Semi-Annual Rotary International Dues are due **July 1, 2019**.
- Enter 2019-2020 club goals into Rotary Club Central no later than **July 1, 2019**.

July 2019: CONGRATULATIONS!!

- **Congratulations, you are now President!!**
- Make sure your club has a succession plan.
- Zone 33 Public Image Citation due to the Zone Assistant Rotary Public Image Coordinator, Vanessa Ervin (dg.ervin7730@att.net), **July 15, 2019**.

- Attend Rotary Night at the Ballpark **July 26, 2019** at the Sprint Communications Park in Columbia for a Fire Flies game.
- Make a personal contribution to the Rotary Foundation by **July 31, 2019**.

August 2019: Membership and New Club Development Month

- Look at your club's recruiting and retention plans and membership history over the past several years. Consider what strategies you will use to recruit and retain members and keep notes for President-Elect.
- Ask Membership Chair to develop a membership recruitment program and to develop a list of Rotary alumni in your area to invite to a meeting.
- Meet with your Public Image Chair to begin implementation of the club communication plan.
- Inbound Youth Exchange Training **August 9-11, 2019**.
- Inbound Youth Exchange Volunteer Training **August 11, 2019**.
- Global Scholar District Interviews **August 16-17, 2019** at College of Charleston.

September 2019: Basic Education and Literacy Month

- Attend the District Foundation / Membership / Public Image Training, **September 13, 2019** at location to be determined.
- Assure that all current club officers and club members have current information listed on the District Database.
- Advise your President-Elect of the dates for PETS (February 28-29, 2020), All Club Conference (March 27-29, 2020) and District Spring Training (May 1, 2020).
- Submit quarterly Foundation Contributions to The Rotary Foundation.
- Submit a Personal Contribution to the Foundation by **September 30, 2019**.
- Sponsor a new club member by **September 30, 2019**.
- Semi-Annual District Dues are due by **October 1, 2019**.

October 2019: Economic and Community Development Month

- Review club projects. Will you contribute to a District Water Missions project?
- Follow up with your President-Elect to see if he/she is recruiting board members and officers for next Rotary Year.
- Submit Club Financial Review to District Treasurer Paul Walter by **October 15, 2019**.
- Attend RLI at Horry Georgetown Grand Strand Campus in Myrtle Beach, **October 19, 2019**. Send club members.
- Plan an event for World Polio Day and participate in the Challenge on **October 20, 2019**.
- Schedule Foundation Programs for Foundation Month in November. Consider matching point program.
- Work with your Foundation Chair to decide if the club will have a matching points campaign during Foundation Month.
- Youth Exchange hosting agreements due **October 31, 2019**.

November 2019: Rotary Foundation Month

- Review the club's Foundation report. Meet with your Foundation Chair and obtain the latest report.
- Work with the Foundation Chair to recruit new Paul Harris Society Members and Major Donors.
- Work with your Foundation Chair to recruit new Benefactors and Bequest Society Members.
- Publish in your club bulletin the proposed slate of candidates for club officers and board members for the election to be held in December.
- Youth Exchange Long-Term Preliminary Applications due **November 1, 2019**.
- Youth Exchange Long-Term Applications due **November 30, 2019**.

- Register for the RI Convention in Honolulu, Hawaii, USA before the early registration deadline.
- Submit quarterly Foundation contributions to The Rotary Foundation.

December 2019: Disease Prevention and Treatment Month

- Hold elections for club officers and board members, with the results reported to RI by December 31. Also, update the District Database with the results of club elections.
- Submit quarterly Foundation Contributions to the Rotary Foundation by **December 15, 2019**.
- Semi-Annual Rotary International Dues are due **January 1, 2020**.

January 2020: Vocational Service Month

- Review your mid-year progress towards the club's goals and objectives with your Assistant Governor, President-Elect, Foundation and Membership Chairs. Check the progress on achieving the District Governor's Club Leadership and Presidential Citations.
- Assistant Governor mid-year meeting **January 8, 2020** at a location to be determined.
- Youth Exchange Short-Term Applications due **January 15, 2020**.
- Insure your President-Elect and President-Nominee are registered for PETS.
- Review your club's Strategic Plan.

February 2020: Peace and Conflict Prevention / Resolution Month

- Assistant Governor Training will be held **February 7-8, 2020** at a location to be determined.
- Submit the completed 2019-2020 Club Leadership Citation to your Assistant Governor by **February 13, 2020**.
- Submit the completed 2019-2020 Club Public Image Citation to the District Public Image Chair by **February 15, 2020**.
- Attend RLI at Trident Technical College in N. Charleston **February 15, 2020**. Send club members.
- Make sure your President-Elect and President-Nominee register to attend PETS, which is "Mandatory Fun" for all Presidents-Elect, to be held **February 28-29, 2020** at a location TBD. If a President-Elect is unable to participate in the District 7770 PETS, approval must be obtained from the District Governor (DG) to attend an out-of-district PETS session.
- February 23, 2020 Rotary's Anniversary.
- Final 2019-2020 District Grant reports due from clubs to Grants Committee by **60 days after project completion**.
- Register for District Conference and obtain hotel reservation at the Marriott Hilton Head.

March 2020: Water and Sanitation Month

- District to advise clubs of District Grant DDF available by **March 15, 2020**.
- Attend the All Club Conference at the Columbia Convention Center/Columbia Hilton, Columbia, SC **March 27-29, 2020**.
- Semi-Annual District Dues are due by **April 1, 2020**.
- Submit quarterly Foundation contributions to The Rotary Foundation.

April 2020: Maternal and Child Health Month

- Global Ambassadorial Scholar applications due to the sponsoring Rotary club, **April 1, 2020**.
- Attend RLI at Columbia Convention Center in Columbia **April 24, 2020**. Send club members.
- Peace Fellowship applications are due **May 1, 2020**.
- Determine your District Grant and/or Global Grant project for 2020-2021. Applications due no later than **May 15, 2020**.
- Check with Foundation Chair to insure club will reach EREY and 100% sustaining member status.
- Check with your Membership Chair to insure your club will reach its membership goals.

May 2020: Youth Services Month

- Attend along with the President-Elect the Spring Training **May 1, 2020** at a location to be determined. Presidents-Elect must attend PETS and Spring Training to hold the office of Club President.
- Complete planning for your end-of-year social and installation event.
- Order any necessary club awards or pins.
- Club submits initial District Grant proposal to Grants Committee – approval to be advised by Grants Committee by **May 15, 2020**.
- Submit final Foundation Annual Programs Fund contributions to the Foundation by **May 15, 2020**.
- Club must reach EREY status by **May 15, 2020** to be eligible for 2020-2021 District and Global Grants.
- District Grant project applications for 2020-2021 due to the District Grants Committee **May 15, 2020**
- Club must be current on RI and District dues by **May 15, 2020** to be eligible for 2020-2021 District and Global Grants.
- Applications for Global Ambassadorial Scholarships are due to the district by **June 1, 2020**.
- District submits final 2018-19 District Grant reports to the Rotary Foundation by **June 1, 2020**.
- District submits District Block Grant 2019-20 application to the Rotary Foundation by **June 1, 2020**.

June 2020: Rotary Fellowship Month

- Attend the Rotary International Convention in Honolulu, Hawaii, USA **June 6-10, 2020**.
- RYLA at Columbia College **June 2020 (TBD)**.
- Schedule a joint meeting with the current officers and board and the new officers and board to assure a smooth transition. Presidential Citation for 2019-20 year is due **June 30, 2020 in Rotary Club Central**.
- Assist the President-Elect with the planning of the Club Assembly prior to his/her taking office on **July 1, 2020**.
- District Governor Installation **June 29, 2020** at a location to be determined.
- Child Protection Policy due to Assistant Governor by **June 30, 2020**.
- Enter 2020-2021 club goals into Rotary Club Central no later than **July 1, 2020**.
- District receives approval from the Rotary Foundation for District Block Grants by **July 1, 2020**.
- Semi-Annual Rotary International Dues are due **July 1, 2020**.
- District begins distribution of DDF funds to the clubs for the District Grants by **July 15, 2020**.

July 2020:

- **Congratulations, you are now Past-President of your Rotary Club!**

THE DISTRICT GOVERNOR'S CLUB VISIT SCHEDULE

DATE	TIME	CLUB	LOCATION / COMMENTS
Tuesday, September 3, 2019	07:30 A	Eau Claire / North Columbia	Lutheran Theological Seminary- Campus Union Building in the center of campus by the Chapel, 4201 North Main Street, Columbia, SC
Tuesday, September 3, 2019	01:00 P	Cayce-West Columbia	Brookland Banquet and Conference Center, 1066 Sunset Boulevard, West Columbia, SC
Tuesday, September 3, 2019	6:00 P	The Vista Night (Columbia)	Nonnah's, 923 Gervais Street, Columbia, SC
Wednesday, September 4, 2019	07:30 A	Lake Murray-Irmo	Seven Oaks Park, 200 Leisure Lane, Columbia, SC
Wednesday, September 4, 2019	01:00 P	Forest Acres Columbia	Tree of Life Congregation, 6719 North Trenholm Road, the first four Wednesdays, 5th Wednesday meeting held in various places, usually at 5:30 pm, 6719 North Trenholm Road, Columbia, SC
Thursday, September 5, 2019	07:30 A	Chapin Sunrise	Crooked Creek Recreation Center, 1098 Old Lexington Hwy, Chapin, SC
Thursday, September 5, 2019	12:30 P	Main Street Columbia	The Grand, 1621 Main Street, Columbia, SC
Friday, September 6, 2019	07:30 A	West Metro West Columbia	Holiday Inn Hotel & Suites, 110 Swain Drive, West Columbia, SC
Friday, September 6, 2019	01:00 P	Five Points (Columbia)	The Columbia Metropolitan Convention Center – Hall of Fame Room, 1101 Lincoln Street, Columbia, SC
Monday, September 9, 2019	07:30 A	Summerville Oakbrook Breakfast	Wescott Plantation Golf Clubhouse, 5000 Wescott Club Drive, North Charleston, SC
Monday, September 9, 2019	12:30 P	North Charleston	Hilton Garden Inn, 5265 International Blvd, North Charleston, SC
Monday, September 9, 2019	05:30 P	Summerville Evening	Montreux Bar & Grill Restaurant, 127 West Richardson Ave, Summerville, SC
Tuesday, September 10, 2019	07:30 A	East Cooper Breakfast (Mount Pleasant)	Cooper River Room, Mount Pleasant Memorial Waterfront Park, 99 Harry Hallman Jr. Blvd, Mt Pleasant, SC. We meet the first 3 Tuesdays of each month.
Tuesday, September 10, 2019	12:45 P	Goose Creek	Gilligan's Seafood Restaurant, 219 St James Ave, Goose Creek, SC
Wednesday, September 11, 2019	07:30 A	Daniel Island	Daniel Island Club, 600 Island Park Drive, Daniel Island, SC
Wednesday, September 11, 2019	12:30 P	Mount Pleasant	Harbor Breeze Restaurant at Patriot's Point, 176 Patriot's Point Road, Mt Pleasant, SC

DATE	TIME	CLUB	LOCATION / COMMENTS
Thursday, September 12, 2019	07:30 A	North Charleston Breakfast	Embassy Suites, 5055 International Blvd, North Charleston, SC
Thursday, September 12, 2019	12:30 P	St Andrews (Charleston)	Bessinger's Barbeque, 1602 Savannah Highway, Charleston, SC
Monday, September 16, 2019	12:00 P	Hampton County	Hampton Regional Medical Center, 595 W. Carolina Ave, Hampton, SC
Monday, September 16, 2019	06:00 P	Hilton Head Island – Sunset	Hinchey's Chicago Bar and Grill, 70 Pope Ave (Circle Center, beside BI-LO), Hilton Head, SC
Tuesday, September 17, 2019	08:00 A	Hilton Head Island-Van Landingham	The Golf Club at Indigo Run, 101 Berwick Drive, Hilton Head, SC
Tuesday, September 17, 2019	12:00 P	Walterboro	Veterans Victory House, 2461 Sidney's Road, Walterboro, SC
Wednesday, September 18, 2019	07:30 A	Bluffton	The Rotary Community Center @ Oscar Frazier Park, 11 Recreation Court, Bluffton, SC
Wednesday, September 18, 2019	12:00 P	Beaufort	St. Peter's Church Walsh Palmetto Room, 70 Lady's Island Drive, Lady's Island, SC
Thursday, September 19, 2019	12:30 P	Hilton Head Island	Sea Pines Country Club, 30 Governor's Road, Hilton Head, SC
Friday, September 20, 2019	07:30 A	Lowcountry Beaufort	Golden Corral, 122 Robert Smalls Pkwy, Beaufort, SC
Monday, September 23, 2019	01:00 P	Andrews	Tony's Pizza, 506 North Morgan Ave, Andrews, SC
Tuesday, September 24, 2019	07:30 A	Georgetown Breakfast	Manor House Restaurant at Wedgefield Plantation, Georgetown, SC
Tuesday, September 24, 2019	12:15 P	Georgetown	Georgetown VFW, Georgetown, SC
Wednesday, September 25, 2019	07:30 A	Florence Breakfast	Florence Country Club, 450 Country Club Blvd, Florence, SC
Wednesday, September 25, 2019	01:00 P	Cheraw	The Country Kitchen, 908 Chesterfield Highway, Cheraw, SC
Thursday, September 26, 2019	07:15 A	Summerton	St. Matthias Episcopal Church Fellowship Hall, 9 North Dukes Street, Summerton, SC
Thursday, September 26, 2019	01:00 P	Lake Marion at Santee	Magnolias of Santee, 118 Britain St, Santee, SC
Friday, September 27, 2019	01:00 P	Lake City	The Club House Grill, 160 Club Circle, Lake City, SC
Monday, September 30, 2019	12:30 P	Myrtle Beach	Ocean Reef Resort, 7100 N. Ocean Blvd, Myrtle Beach, SC

DATE	TIME	CLUB	LOCATION / COMMENTS
Tuesday, October 1, 2019	07:30 A	Myrtle Beach Sunrise	The Sea Captain's House Restaurant, 3002 Ocean Blvd, Myrtle Beach, SC
Tuesday, October 1, 2019	12:30 P	North Myrtle Beach	The Surf Golf and Beach Club, 1701 Springland Lane, North Myrtle Beach, SC
Wednesday, October 2, 2019	07:00 A	Carolina Forest Sunrise	Legends Golf Resort Clubhouse, Myrtle Beach, SC
Wednesday, October 2, 2019	11:45 A	Little River	CB Berry Community Center, Hwy 179 at Vereen Gardens, Little River, SC
Thursday, October 3, 2019	12:30 P	Conway	Conway Recreation Center, 1515 Mill Pond Road, Conway, SC
Friday, October 4, 2019	12:30 P	Myrtle Beach-Chicora	Dunes Golf & Beach Club, 9000 North Ocean Blvd, Myrtle Beach, SC
Monday, October 7, 2019	01:00 P	Sumter	The O'Donnell House, 120 East Liberty Street, Sumter, SC
Tuesday, October 8, 2019	07:15 A	Sumter Sunrise	Quality Inn Palmetto Room, 2390 Broad Street, Sumter, SC
Tuesday, October 8, 2019	01:00 P	Kingstree	Brown's Bar B Que, 8009 Williamsburg County Hwy, Kingstree, SC
Wednesday, October 9, 2019	07:30 A	Orangeburg-Morning	Cornerstone Community Church, 1481 Chestnut Street, Orangeburg, SC
Wednesday, October 9, 2019	01:00 P	Summerville	Stick Fingers, 1200 North Main Street, Summerville, SC
Thursday, October 10, 2019	07:30 A	Lexington	Country Club of Lexington, 1066 Barr Road, Lexington, SC
Thursday, October 10, 2019	01:00 P	Camden	Kershaw County School District Office Training Room, 2029 W. DeKalb Street, Camden, SC
Monday, October 14, 2019	12:30 P	Columbia	Seawell's, 1125 Rosewood Drive, Columbia, SC
Tuesday, October 15, 2019	12:30 P	Columbia East	Seawell's, 1125 Rosewood Drive, Columbia, SC
Wednesday, October 16, 2019	07:30 A	Columbia Capital	Palmetto Club, 1231 Sumter Street, Columbia, SC
Wednesday, October 16, 2019	06:00 P	Satellite Club of Spring Valley-Evening	Woodcreek Farms Country Club, 301 Club Ridge Road, Columbia, SC 1 st and 3 rd Wednesday.
Thursday, October 17, 2019	07:30A	Blythewood	Columbia Country Club, 135 Columbia Club Drive, Blythewood, SC
Thursday, October 17, 2019	01:00 P	Spring Valley (Columbia)	Northeast Presbyterian Church, 601 Polo Road, Columbia, SC

DATE	TIME	CLUB	LOCATION / COMMENTS
Monday, October 21, 2019	12:00 P	Dillon	B&C Barbeque and Steak House, 829 Radford Blvd, Dillon, SC
Tuesday, October 22, 2019	12:00 P	Latta	Rotary Building, 201 W. Main Street, Latta, SC
Wednesday, October 23, 2019	12:00 P	Surfside Area	Prestwick Country Club, Myrtle Beach, SC
Thursday, October 24, 2019	12:30 P	Darlington	Darlington Country Club, 125 Country Club Road, Darlington, SC
Monday, October 28, 2019	01:00 P	Florence	Victor's Bistro located inside Hotel Florence, 126 West Evans Street, Florence, SC (lunch starts at 12:30 pm)
Tuesday, October 29, 2019	12:30 P	Murrells Inlet	Hot Fish Club, 4911 Business Highway 17, Murrells Inlet, SC
Wednesday, October 30, 2019	07:45 A	St. John's Parish – John's Island	The Sea Islands Chamber of Commerce, 2817 Maybank Highway, Charleston, SC (every Wednesday except the second Wednesday, when we meet at the Sunrise Bistro at the corner of Main Street and Maybank Hwy).
Thursday, October 31, 2019	01:00 P	Barnwell County	Mr. B's Restaurant, 10132 Ellenton St, Barnwell, SC
Friday, November 1, 2019	07:30 A	Charleston Breakfast	Harbour Club, 35 Prioleau Street, Charleston, SC
Monday, November 4, 2019	01:00 P	St. Matthews	Town & Country Restaurant, 1636 Bridge Street, Street. Matthews, SC
Tuesday, November 5, 2019	12:00 P	Jasper County	Jasper County Court House Zennie Room, Ridgeland, SC
Wednesday, November 6, 2019	07:30 A	St. George	Memorial Baptist Church Dining Hall, 101 May Street, St. George, SC
Wednesday, November 6, 2019	01:00 P	Manning	Porter Jacks Grill, 505 S Mill Street, Manning, SC
Thursday, November 7, 2019	12:30 P	Moncks Corner	Gilligan's Restaurant, 582 Dock Road, Moncks Corner, SC
Tuesday, November 12, 019	12:00 P	Sea Island (Beaufort)	Quality Inn at Town Center, 2001 Boundary Street, Beaufort, SC
Wednesday, November 13, 2019	07:30 A	Hartsville - Satellite	Hartsville Country Club, 116 Golf Course Road, Hartsville, SC
Thursday, November 14, 2019	12:30 P	Florence West	Florence Country Club, 450 Country Club Road, Florence, SC
Tuesday, November 19, 2019	12:15 P	Okatie-Bluffton	Sigler's Restaurant, 12 Sheridan Park Circle, Bluffton, SC

DATE	TIME	CLUB	LOCATION / COMMENTS
Tuesday, November 26, 2019	01:00 P	Orangeburg	Cornerstone Community Church, 1481 Chestnut Street, Orangeburg, SC
Tuesday, December 3, 2019	12:30 P	Charleston	Hall's Signature Events, Charleston, SC
Thursday, December 5, 2019	01:00 P	Marion-Mullins	Dry Dock Restaurant, 3137 E. Hwy 76, Mullins, SC
Tuesday, December 10, 2019	01:00 P	St. Andrews (Columbia)	Lizard's Thicket, 7569 St. Andrews Road, Irmo, SC
Thursday, December 12, 2019	12:30 P	Pawleys Island	Litchfield Golf & Country Club, 619 Country Club Drive, Pawleys Island, SC
Tuesday, December 17, 2019	01:00 P	Bennettsville	The Skye, 210 E. Main Street, Bennettsville, SC
Tuesday, January 7, 2020	01:00 P	Hartsville	Hartsville Country Club 116 Golf Course Road, Hartsville, SC
Thursday, January 9, 2020	12:30 P	Sumter-Palmetto	Sunset Country Club, 1005 Golfcrest Road, Sumter, SC
Tuesday, January 14, 2020	01:00 P	West Wateree – Lugoff	Hall's Restaurant and Catering, 812 Hwy 1, Lugoff, SC

THE DISTRICT GOVERNOR'S CLUB VISIT

The District Governor will inform the Assistant Governor of his/her desire concerning honorariums. Your Club should follow this guideline.

- The District Governor is the program. There will be no other program presented at this meeting. Notify your Program Chair so no one is embarrassed.
- You should introduce your AG to the Club following the normal order of business, and, the AG will introduce the District Governor.
- After the introduction, the membership will stand and applaud, welcoming the District Governor.
- When the District Governor concludes his/her message, the membership will again stand and applaud.
- The AG will then thank the District Governor and return the meeting to the President.
- The President may then indicate to the District Governor any honorarium the club will make. The District Governor does not want to receive any material gift. Honorariums should be made to Polio Plus or the CART Fund in the club's name in honor of the District Governor.
- The meeting will proceed to the conclusion.
- The District Governor asks that a short Board meeting be held after or before the regular meeting so that he/she might address the Board separately.

Role and Responsibilities

Your role as Club President is to lead your club, ensuring it functions effectively. An effective Rotary club is able to:

- Sustain or increase its membership base.
- Implement successful projects that address the needs of its community and communities in other countries.
- Support the Rotary Foundation through both program participation and financial contributions.
- Develop leaders capable of serving in Rotary beyond the club level.

The elements of an effective club can help clubs increase their ability to meet their goals in each Avenue of Service. Implementing successful service projects affects Vocational, Community, and International Service. Increased membership gives a club a greater pool of Rotarians working in each avenue. Supporting The Rotary Foundation affects both Community and International Service. Streamlined processes, better communication, strategic planning, and increased member involvement will improve Club Service. With efficient operations in place, your club can become more effective in conducting its service activities.

As you prepare to help lead your club, remember that your Rotary club is a member of Rotary International. Through this membership, it is linked to more than 34,000 Rotary clubs worldwide and granted access to the organization's services and resources, including publications in nine languages, information at www.rotary.org, grants from The Rotary Foundation, and staff support at world headquarters and the seven international offices.

Club President Responsibilities

Your responsibilities as Club President are summarized below and explained further throughout this manual. Go to the Rotary website for additional information.

<https://www.rotary.org/myrotary/en/learning-reference/document-center>

Note: An asterisk (*) indicates a responsibility outlined in the Recommended Rotary Club Bylaws and Standard Rotary Club Constitution.

- Registering for Member Access at www.rotary.org to obtain your club's administrative data from RI
- Ensuring that your secretary and treasurer have registered for Member Access in order to keep membership and club data current
- Implementing and continually evaluating your club's goals for your year in office, ensuring that all club members are involved and informed
- Ensuring that each committee has defined goals*
 - Encouraging communication between club and district committee chairs
 - Conducting periodic reviews of all committee activities, goals, and expenditures*
 - Ensuring club goals and achievements are entered into Rotary Club Central
- Presiding at all meetings of the club*

- Ensuring that all meetings are carefully planned
- Communicating important information to club members
- Providing regular fellowship opportunities for members
- Preparing for and encouraging participation in club and district meetings
 - Planning for all monthly board meetings*
 - Ensuring the club is represented at the district conference and other district meetings
 - Promoting attendance at the annual RI Convention and district meetings
- Working with your club and district leaders
 - Developing, approving, and monitoring the club budget while working closely with the club treasurer*
 - Working with district leadership to achieve club and district goals
 - Using information and resources from the district, RI Secretariat, and www.rotary.org
 - Preparing for the governor’s official visit
- Ensuring continuity in leadership and service projects*
 - Submitting an annual report to your club on the club’s status before leaving office
 - Conferring with your successor before leaving office and ensuring a smooth transition of leadership
 - Arranging for joint meeting(s) of the incoming board of directors with the outgoing board
- Ensuring that a comprehensive training program is implemented by the club, and appointing a club trainer(s) to carry out the training, if needed
- Ensuring that RI youth protection policies are followed
 - Ensuring that Rotarians in your club are familiar with the Statement of Conduct for Working with Youth
 - Terminating or not admitting to membership any person who admits to, is convicted of, or is otherwise found to have engaged in sexual abuse or harassment of youth
 - Prohibiting non-Rotarians who admit to, are convicted of, or otherwise found to have engaged in sexual abuse or harassment from working with youth in a Rotary context
 - Supporting the volunteer selection, screening, and training requirements outlined for the Youth Exchange program
 - Planning for youth protection in all club service activities that involve young people

Use the Club President’s Monthly Checklist (also available at www.rotary.org) when planning your year as president and reviewing your responsibilities as president-elect and president.

The Secretariat is Rotary International’s general secretary, RI and Foundation staff at RI World Headquarters in Evanston, Illinois, USA, and seven international offices (their locations are listed on the inside front cover of the *Official Directory* and at www.rotary.org).

Club President-Elect Responsibilities

Your responsibilities as Club President-elect are summarized below and explained throughout this manual:

Note: An asterisk (*) indicates a responsibility outlined in the Recommended Rotary Club Bylaws or Standard Rotary Club Constitution.

- Reviewing this *Club President's Manual* and preparing for the presidents-elect training seminar
- Serving as a director of your club's board, performing responsibilities prescribed by the president or the board*
- Reviewing your club's long-range goals, using the elements of an effective club as a guide
 - Setting your club's annual goals, which support long-range goals, using the Be a Vibrant Club: Your Club Leadership Plan - North America [245EN-A]
 - Assessing your club's membership situation
 - Discussing and organizing service projects
 - Identifying ways to support The Rotary Foundation
 - Developing future leaders
 - Developing a public relations plan
 - Planning action steps to carry out your club's administrative responsibilities
- Working with your club and district leaders
 - Holding one or more meetings with your board of directors; reviewing the provisions of your club's constitution and bylaws
 - Serving as an ex officio member of all club committees*
 - Supervising preparation of the club budget*
 - Meeting with your assistant governor at PETS and the Spring Training
- Ensuring continuity in leadership and service projects*
 - Appointing committee chairs*
 - Appointing committee members to the same committee for three years to ensure continuity, when possible*
 - Conferring with your predecessor*
 - Arranging a joint meeting of the incoming board of directors with the retiring board
- Ensuring regular and consistent training
 - Attending your presidents-elect training seminar and Spring Training*
 - Encouraging all club leaders to attend the Spring Training
 - Holding a club assembly immediately following the Spring Training
 - Attending the district conference

Club Leadership Plan

The Club Leadership Plan is based on the best practices of effective clubs, with the goal of creating clubs that pursue the Object of Rotary through activities related to each Avenue of Service. Because each Rotary club is unique, the Club Leadership Plan is flexible and designed for each club to develop its own leadership plan.

- The Club Leadership Plan, which provides an opportunity for your club to assess its current operations, has many benefits:
 - All members have a chance to voice their opinions on the future of their club.
 - Standard club operations give members more time to focus on service and fellowship.
 - Greater involvement of club members develops future club and district leaders and increases retention.
 - All members are working to achieve club goals.
 - Continuity among leaders and club goals eases the transition from one Rotary year to the next.

Implementing the Club Leadership Plan

Past, current, and incoming club officers should work together to customize a leadership plan that incorporates current club strengths and best practices using these nine implementation steps:

1. **Develop long-range goals that address the elements of an effective club.**

A club's long-range goals should support its strategic plan, cover the next three to five Rotary years, and address the elements of an effective club: membership, service projects, The Rotary Foundation, and leadership development. They should also include strategies for promoting your club's successes in each element.

- #### 2. **Set annual goals that are in harmony with the club's long-range goals using the Lead Your Club: President handout or the Rotary Website.** Annual goals should address the Avenues of Service and work to help your club pursue the Object of Rotary. The planning guide lists common strategies that your club might use to achieve your annual goals, allowing you to add alternate strategies. Use it as a working document, updating it as needed.

3. **Conduct club assemblies to inform / involve members in the planning process.**

Periodic, regular club assemblies allow all members of the club to stay current, discuss decisions that affect the club, and hear committee reports on their activities.

4. **Plan for communication between club leaders, club members, and district leaders.**

Work with club leaders to develop a plan for communicating with each other, club members, and district leaders. The plan should specify who will communicate with whom, what method will be used, and when communication will occur.

5. **Support continuity in club leadership and service projects.**

Because Rotary club leadership changes annually, every club needs a continual supply of leaders. Continuity may be achieved by making committee appointments for multiple years or by having the current club president work closely with the president-elect, president-nominee, and immediate past president. Continuity in project leadership is important because service projects can last longer than one year. It is recommended that club members wear clothing that recognizes them as members of Rotary club while doing Rotary Projects.

6. Amend club bylaws to reflect the practices of the club, including committee structure and the roles and responsibilities of club leaders.

Work with your club officers to modify the Recommended Rotary Club Bylaws from RI to reflect your club's operations. Ensure that any bylaw changes are in accordance with the Recommended Rotary Club Bylaws and Standard Rotary Club Constitution as well as all applicable local laws.

7. Provide opportunities to increase fellowship among club members.

Members who enjoy Rotary will feel more involved. Strong club fellowship will also support your club's service efforts. Involve the families of your members to ensure they support your club as well.

8. Ensure that every member is active in a club project or function.

Club involvement teaches members about Rotary and helps retain them as active members of the club.

9. Develop a comprehensive training plan.

Training is crucial for developing future leaders and ensuring that current club officers are well informed about Rotary, capable of leading the club, and able to provide better Rotary service. A solid, viable club training plan ensures that:

- Club leaders attend district training meetings
- Orientation for new members is provided consistently and regularly
- Ongoing educational opportunities are available for current members
- A leadership skills development program is available for all members

The Club Leadership Plan encourages clubs to review their committee structure to ensure that it meets their current needs. The plan recommends the following five committees:

•Club Administration

•Membership

•Public Image

•Service Projects

•The Rotary Foundation

The club should appoint additional committees and subcommittees as needed, such as for special projects or to reflect the traditional activities of the club. Each standing committee should set goals in support of the club's annual and long-range goals.

Club president responsibilities for each area of the Club Leadership Plan are integrated throughout this training manual. With your fellow club leaders, you should review the plan annually to ensure that it continues to meet your club's goals and reflect your club's identity. Ask district leaders, particularly your assistant governor, for help as you implement and review your plan.

Recommended Club Positions

Each club encounters numerous opportunities during the year. It is recommended that each club have club members in each of the following positions. A single member may hold more than one position.

President
President-Elect
President-Nominee
Secretary
Treasurer
Foundation Chair
Membership Chair
Public Image Chair
Projects Chair
Fund Raising Chair
End Polio Now liaison
Cart Fund Liaison

Resources

Contact information for Secretariat staff and RI and Foundation officers and appointees is listed in the *Official Directory* and at www.rotary.org. Download publications at www.rotary.org/downloadlibrary, or order them through shop.rotary@rotary.org

The following resources are available to help you fulfill your responsibilities:

Human Resources

- Past Club Presidents — Knowledgeable Rotarians who understand your club and its needs. They can serve as advisers when you plan your year and be assigned to lead club activities.
- District representatives — Assistant Governors, the District Governor, District Trainers, Past District Governors, and District Committee leaders. Also, staff members at international offices and RI World Headquarters can answer administrative questions and direct other inquiries to appropriate RI and Foundation staff.
- Other club presidents in your community and those you will meet at PETS **Informational Resources**
- *Club Leadership Plan* (245-EN) — Guide to implementing the Club Leadership Plan to strengthen your Rotary club.
- Club President's Monthly Checklist — Month-by-month list of activities and deadlines that apply to all Rotary clubs. Revised annually.
- *Manual of Procedure* (035-EN) — RI and Foundation policies and procedures, including the RI constitutional documents, established by legislative action, the RI Board of Directors, and the Trustees of The Rotary Foundation. Issued every three years after each Council on Legislation.
- *Official Directory* (007-EN) — Contact information for RI and Foundation officers, committees, resource groups, and Secretariat staff; worldwide listing of districts and governors; alphabetical listing of clubs within districts, including contact information. Issued annually (available in Member Access at www.rotary.org).
- *RI Catalog* (019-EN) — List of RI publications, audiovisual programs, forms, and supplies. Updated annually.
- Rotary Code of Policies and Rotary Foundation Code of Policies — Policies and procedures established by the RI Board of Directors and the Trustees of The Rotary Foundation in support of the RI Constitution and Bylaws, revised following each Board or Trustees' meeting (most current versions available at www.rotary.org).

Rotary Club of _____

Weekly Meeting Agenda

Date: _____

Speaker/Program: _____

1. Ring the bell, meeting called to order and other club customs.
2. Please stand as _____ leads us in the pledge and invocation.
3. _____ Will you please introduce our visiting Rotarians and guest.
4. Announcements: EX: CART buckets, Happy Dollar, etc.

5. New member induction (if any) _____
6. Rotarian _____ will introduce our speaker.
7. Closing – Four-Way Test or other club closing custom

Rotary Club of _____

_____ Board Meeting (Month)

- **Welcome**
- **Approval of Minutes**
- **Treasurer's Report**
- **Membership Report**
- **Foundation Report**
- **Fundraising Report**
- **Club Committee Reports**
- **President-Elect Report**
- **Other: Ex. AG report if attending meeting, Old business, New business**
- **Adjourn**

ROTARY INTERNATIONAL MONTHLY THEMES

January - Vocational Service Month

February - Peace and Conflict Prevention / Resolution Month

March - Water and Sanitation Month

April - Maternal and Child Health Month

May - Youth Services Month

June - Rotary Fellowship Month

July – No Specific Theme

August - Membership and New Club Development Month

September - Basic Education and Literacy Month

October - Economic and Community Development Month

November - Rotary Foundation Month

December - Disease Prevention and Treatment Month

GUIDING PRINCIPLES

These principles have been developed over the years to provide Rotarians with a strong, common purpose and direction. They serve as a foundation for our relationships with each other and the action we take in the world.

Object of Rotary

The Object of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster:

- **FIRST:** The development of acquaintance as an opportunity for service;
- **SECOND:** High ethical standards in business and professions; the recognition of the worthiness of all useful occupations; and the dignifying of each Rotarian's occupation as an opportunity to serve society;
- **THIRD:** The application of the ideal of service in each Rotarian's personal, business, and community life;
- **FOURTH:** The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

The Four-Way Test

The Four-Way Test is a nonpartisan and nonsectarian ethical guide for Rotarians to use for their personal and professional relationships. The test has been translated into more than 100 languages, and Rotarians recite it at club meetings:

Of the things we think, say or do

1. Is it the **TRUTH**?
2. Is it **FAIR** to all concerned?
3. Will it build **GOODWILL** and **BETTER FRIENDSHIPS**?
4. Will it be **BENEFICIAL** to all concerned?

Avenues of Service

We channel our commitment to service at home and abroad through five Avenues of Service, which are the foundation of club activity.

- Club Service focuses on making clubs strong. A thriving club is anchored by strong relationships and an active membership development plan.
- Vocational Service calls on every Rotarian to work with integrity and contribute their expertise to the problems and needs of society. Learn more in *An Introduction to Vocational Service and the Code of Conduct*. *
- Community Service encourages every Rotarian to find ways to improve the quality of life for people in their communities and to serve the public interest. Learn more in *Rotary International People in Action* brochure. *
- International Service exemplifies our global reach in promoting peace and understanding. Two ways to support this service avenue are sponsoring or volunteering on international projects and seeking partners abroad.
- Youth Service recognizes the importance of empowering youth and young professionals through leadership development programs such as Rotaract, Interact, Rotary Youth Leadership Awards, and Rotary Youth Exchange.

Rotary's Vision Statement:

Together, we see a world where people unite and take action to create lasting change – across the globe, in our communities and in ourselves.

Rotary's Core Values:

Fellowship, Integrity, Diversity, Leadership, Service

*See Resources pages 39 and 40

2019-2020 CLUB LEADERSHIP CITATION FORM

To receive the Club Leadership Citation, a club must develop plans and achieve certain tasks identified below and then complete and submit this form to your Assistant Governor no later than February 13, 2020 (AG will send to Herman Dixon, Awards Chair by February 16, 2020 via email thinkbighd@twc.com

CLUB NAME _____

1. AVENUES OF SERVICE (minimum of 5 points required)

- ____ Club creates and utilizes a service project / initiative calendar, offering a wide variety of service opportunities to members. **This earns two points.**
- ____ Club participates in a literacy project (dictionary project, imagination library, reading mentor, etc.). **Bonus point for a new Little Free Library.**
- ____ Club participates in environmental community service project.
- ____ Club participates in a Rotary Youth Program (Early Act, Interact, Rotaract, RYLA, Young Professional Summit, Youth Exchange, Ambassadorial Global Scholar, etc.).
- ____ Club makes CART buckets available at all meetings and makes donation to CART by December 31, 2019.
- ____ Club has at least one program on Polio and one program on dementia/Alzheimer's related disease.
- ____ Club recites the Four-Way Test at every meeting and operates club business based upon the Four-Way Test.
- ____ Club creates, promotes, and executes a Rotary ROCS day (Rotarians Offering Community Service). At least 70% of members to take part.

2. MEMBERSHIP (minimum of 6 points required)

- ____ Club President leads-by-example and sponsors at least 1 new member within the first quarter of the Rotary year.
- ____ Club achieves a net + 1 increase for the year. **One bonus point for 2% increase (min. net +2 in membership growth).**
- ____ Club uses "Discover Rotary" intentional strategy utilizing the Membership Event Grant.
- ____ Club increases diversity by recruiting at least 2 members of under-represented demographic group.
- ____ Club initiates/continues a written Membership Plan which includes a new member orientation program.
- ____ Club appoints a mentor for all new members for the first year.
- ____ 25% of Club members bring a membership candidate to a club meeting or after-hours Rotary Information Prospect Meeting.
- ____ Club enters at least six membership goals in Rotary Club Central.
- ____ Club representative attends District Membership Training Seminar.
- ____ Club uses effective membership retention plan and retains 90% of club's members as of July 1, 2019. **One bonus point if 93% retained.**
- ____ Club uses the Member Moment program at each meeting to keep the focus on membership growth.

3. ROTARY FOUNDATION (minimum of 6 points required)

- ____ Club will meet its Annual Programs Fund goal. **One Bonus Point for meeting the Challenge Goal.**
- ____ Club achieves 10% increase over 2018-19 annual fund contributions. **One bonus point.**
- ____ Club submits 50% of its Annual Programs Fund goal before December 31, 2019.
- ____ Club achieves EREY status. **One bonus point for achieving 100% Sustaining Member status.**
- ____ Club sends two representatives to attend District Foundation Training Seminar in September 2019, and club completes MOU qualification.
- ____ Club secures at least one new Paul Harris Society member.
- ____ Club meets their End Polio Now Goal.
- ____ Club qualifies for and completes a District Grant project.
- ____ Club secures 5 new Benefactors or 1 new Bequest Society member.
- ____ Club secures 1 new major donor or 1 member steps up to the next major donor level.

4. LEADERSHIP DEVELOPMENT (minimum of 5 points required)

- ____ Club President attends 2019 PETS and Spring Training (**Both required to hold the position of Club President**) plus another training seminar or 2020 District Conference.
- ____ Club appoints 2020-21 President by July 1, 2019. **Bonus point for 2021-22 President appointed before December 1, 2019.**
- ____ Incoming Secretary, Treasurer, Foundation Chair, Membership Chair, **and** Public Image Chair attend Spring Training and Fall Training Seminar or have a representative attend if they are unable to do so.
- ____ Club appoints the President-Elect to monitor and update the Club Leadership Citation and input information and completion of projects and programs for the Rotary Citation.
- ____ At least one member attends the 2020 RI Convention.
- ____ Club appoints a Database Manager who updates club and member information including photos on the District database by October 1, 2019.
- ____ At least 1 member per 35, including a new member (<1 yr.), attends at least one of the following: 2019 Spring Training, 2019 Foundation/Membership Seminar, or 2020 District Conference.
- ____ Club sends at least one member to Rotary Leadership Institute (RLI).
- ____ Club updates Rotary Club Central goals and establishes at least 1 goal in each area by August 1, 2019.

5. PUBLIC IMAGE (minimum of 2 points required)

- ____ Club appoints a PI Chair who publicizes club activities in the community and submits info to the District media, website and newsletters at least quarterly.
- ____ Club presents copy of Four-Way Test to all members for proper display in offices or businesses.
- ____ Club Public Image Chair arranges for club activities to be published in a local newspaper.
- ____ Club submits a Public Image Video for the Zone Public Image Contest by July 15, 2019.

6. Required completion

- ____ Incoming President and Club Protection Chair complete Child Protection Memorandum of Compliance no later than **June 30, 2019.**

Signature of Club President

Signature of Club President – Elect

Signature of Assistant Governor

2019-20 ROTARY CITATION

The Rotary Citation recognizes Rotary clubs that support each of our strategic priorities by completing certain activities. Clubs have the entire Rotary year to achieve the citation's goals.

Rotary can automatically verify many of your club's achievements as long as you keep your club and member information up-to-date in My Rotary. To be eligible for the Rotary Citation, clubs need to begin the year as active clubs that are in good standing and remain so throughout the year. Achievements will be compared with membership figures from 1 July 2019 and will be recognized after the 1 July 2020 numbers are final, on 15 August 2020.

UNITE PEOPLE

Achieve at least 5 of the following goals:

- Appoint an active club membership committee comprised of no less than five members and report the chair to Rotary International.
- Achieve a net gain in membership.
- Maintain or improve your club's retention of current and new members:
 - Improve your club's retention rate by 1 percentage point
 - Or*
 - If your club's retention rate was 90 percent or more in 2018-19, maintain it
- Achieve a net gain in female members or members under the age of 40.
- Conduct a study of your members occupations and work to align your membership with the mix of businesses and professionals in your community.
- Sponsor or co-sponsor a new Rotary club or Rotary Community Corps.
- Sponsor or co-sponsor an Interact or Rotaract club.

- Host an event for Rotary alumni, and highlight Rotary's networking opportunities.
- Sponsor a Youth Exchange student or RYLA participant.

TAKE ACTION

Achieve at least 5 of the following goals:

- Appoint an active club Foundation committee comprised of no less than five members and report the chair to Rotary International.
- Increase the number of members involved in service projects.
- Contribute at least \$100 per capita to the Annual Fund of The Rotary Foundation.
- Hold an event to raise funds for, or to increase awareness of, Rotary's work toward polio eradication.
- Conduct a significant local or international service project in one of Rotary's six areas of focus.
- Post successful club projects, with details about activities, volunteer hours, and funds raised, on Rotary.org.
- Continue or establish a partnership with a corporate, governmental, or nongovernmental entity and work on a project together.
- Use Rotary's brand guidelines, templates, People of Action campaign materials, and related resources.
- Arrange for the club's members to talk with the media to tell your club's and Rotary's story.

2019-20 ROTARY CITATION FOR ROTARACT CLUBS

The Rotary Citation for Rotaract Clubs recognizes clubs that support each of our strategic priorities by completing certain activities. Clubs have the entire Rotary year to achieve the citation's goals.

To be eligible for the Rotary Citation, Rotaract clubs need to be certified by Rotary International and endorsed by the district governor before 1 July 2019. Clubs will report their achievements by submitting a nomination form by 15 August 2020.

UNITE PEOPLE

Achieve at least 3 of the following goals:

- Achieve a net gain of one member.
- Have at least 50 percent of members add their skills and interests in their profiles on My Rotary.
- Establish or maintain a twin club relationship.
- Host an activity or event during World Rotaract Week (the anniversary of Rotaract); invite the media and tell your club's and Rotary's, story.
- Participate in a networking event or social activity with your sponsor Rotary club.

TAKE ACTION

Achieve at least 3 of the following goals:

- Achieve an average minimum PolioPlus contribution of \$25 per member.
- Hold an event to raise funds for, or to increase awareness of, Rotary's work toward polio eradication.
- Partner with your sponsor Rotary club on a significant local or international service project in one of Rotary's six areas of focus.
- Post successful club projects, with details about activities, volunteer hours, and funds raised, on Rotary.org.
- Use Rotary's brand guidelines, templates, People of Action campaign materials, and related resources.

2019-2020 ROTARY CITATION FOR INTERACT CLUBS

The Rotary Citation for Interact Clubs recognizes clubs that support each of our strategic priorities by completing certain activities. Clubs have the entire Rotary year to achieve the citation's goals.

To be eligible for the Rotary Citation, Interact clubs need to be certified by Rotary International and endorsed by the district governor before 1 July 2019. Also, before 1 July, an adult adviser to the club needs to provide his or her name and contact information to Rotary. Sponsor Rotary club officers or Interact club advisers will report the achievements by submitting a nomination form by 15 August 2020.

UNITE PEOPLE

Achieve at least 2 of the following goals:

- Hold a meeting that introduces members to Rotary programs for young leaders, such as RYLA and Rotary Youth Exchange.
- Collaborate with your sponsor Rotary club or adviser to develop and participate in a career day or mentoring activity.
- Engage with your sponsor Rotary club or adviser to connect graduating Interactors with university- or community-based Rotaract clubs.
- Hold an activity during World Interact Week (the anniversary of Interact); invite the media and tell your club's and Rotary's, story.

TAKE ACTION

Achieve at least 3 of the following goals:

- Plan and carry out a project for Global Youth Service Day.
- Hold an event to raise funds for, or to increase awareness of, Rotary's work toward polio eradication.
- Partner with your sponsor Rotary club or adviser to conduct a significant local or international service project in one of Rotary's six areas of focus
- Ask your sponsor club or adviser to post successful club projects, with details about activities, volunteer hours, and funds raised, on Rotary.org.
- Use Rotary's brand guidelines, templates, People of Action campaign materials and related resources.

2019-2020 ROTARY CITATION WITH PRESIDENTIAL DISTINCTION

This year clubs can receive the Rotary Citation with Presidential Distinction when they achieve the Rotary Citation plus one of three additional goals.

ROTARY CLUB	ROTARACT CLUB	INTERACT CLUB
<p>Achieve these goals in addition to earning the Rotary Citation to receive SILVER (1 goal), GOLD (2 goals), or PLATINUM (3 goals) distinction</p> <ul style="list-style-type: none"> • Connect leaders. Achieve a net gain of five or more members. • Connect families. Organize a family-oriented service project that connects families of your members, youth program participants, and others. • Connect professionally. Initiate or continue a leadership, personal, or professional development program to enhance members' skills. • Connect community. Show how your club's members are People of Action by promoting your club and its service activities on social media at least four times per month. 	<p>Achieve these goals in addition to earning the Rotary Citation to receive SILVER (1 goal), GOLD (2 goals), or PLATINUM (3 goals) distinction</p> <ul style="list-style-type: none"> • Connect leaders. Achieve a net gain of five or more members. • Connect families. Organize a family-oriented service project that connects families and friends of your members, youth program participants, and others. • Connect professionally. Initiate or continue a leadership, personal, or professional development program to enhance members' skills. • Connect community. Show how your club's members are People of Action by promoting your club and its service activities on social media at least four times per month. 	<p>Achieve these goals in addition to earning the Rotary Citation to receive SILVER (1 goal), GOLD (2 goals), or PLATINUM (3 goals) distinction</p> <ul style="list-style-type: none"> • Connect leaders. Initiate or continue a leadership development program to enhance members' skills. • Connect families. Organize a family-oriented service project that connects families of your members and others. • Connect academically. Work with your sponsor Rotary club or adviser to explore local Rotary club and other scholarship opportunities that are available to your club's members, and present these opportunities to the club. • Connect community. Show how your club's members are People of Action by submitting a video that promotes your club and its service activities to the annual Interact Video Awards.

Together, we see a world where people unite and take action to create lasting change — across the globe, in our communities, and in ourselves.



Rotary Club of the Year 2019 – 2020



Please answer each question as completely as possible and email this form to your Assistant Governor by February 15, 2020.

Rotary Club of _____ President _____
Email _____ Phone no. _____

1. Club Leadership Citation achieved for 2019-2020: ____ Yes ____ No
2. Will Rotary Citation be achieved by end of 2019-2020: ____ Yes ____ No
3. Describe your club’s leadership development plan: _____

4. What type of Rotary information does your club share with your community and how often?

5. What makes your club attractive to potential new members? _____

6. Membership as of 7/1/2019: _____ New members inducted this year: _____
Membership as of February 1, 2020 _____.
7. New members under the age of 40 inducted this year: _____
8. Is your club a Sustaining Member club? ____ Yes ____ No
9. If no, how many sustaining members in your club? ____
10. Number of ACTIVE Paul Harris Society members: _____
11. Number of Major Donors added this year: _____
12. Foundation Challenge Goal met: ____ Yes ____ No
13. Polio Commitment met: ____ Yes ____ No If exceeded, by what percentage? _____
14. Does your club routinely contribute to CART? ____ Yes ____ No
15. Describe your club’s plan for emphasizing Foundation and Polio giving: _____

16. Describe the most significant service project(s) conducted in 2019-2020: _____

17. Describe the most successful fund-raising project(s) conducted in 2019-2020: _____

18. Describe the most successful club social event in 2019-2020: _____

19. Describe your club’s participation in youth programs (Earlyact, Interact, Rotaract, Youth Exchange, RYLA, Global Scholars, etc.) _____
20. Was your club represented at the District events in 2019-2020? How many at 2019 Spring Training?
____ at 2019 Foundation/Membership Seminar? ____ at 2019 District Conference? _____

Additional pages may be used to tell the club’s story, but the total application package must be limited to **seven pages**.

President’s Signature _____ Date _____

Assistant Governor’s Signature _____ Date _____

Resources

- Membership Satisfaction Survey – 801E
 - <https://my.rotary.org/en/.../enhancing-club-experience-member-satisfaction-survey>
- Lead Your Club: President – 222EN
 - <https://my.rotary.org/en/document/lead-your-club-president>
- Lead Your Club: Secretary – 229EN
 - <https://my.rotary.org/en/document/lead-your-club-secretary>
- Lead Your Club: Treasurer – 220EN
 - <https://my.rotary.org/en/document/lead-your-club-treasurer>
- Lead Your Club: Administration Committee – 226aEN
 - <https://my.rotary.org/en/document/lead-your-club-administration-committee>
- Be A Vibrant Club, Your Club Leadership Plan - 245NAM-EN
 - <https://my.rotary.org/en/.../be-vibrant-club-your-club-leadership-plan-north-america>
- Club Leadership Plan Worksheet
 - <https://my.rotary.org/en/document/be-vibrant-club-club-leadership-plan-worksheet>
- Rotary Club Strategic Planning Guide
 - <https://my.rotary.org/en/document/strategic-planning-guide>
- DAC db Quick Start Guide
 - See files tab within Rotary District 7770 database
- Rotary Club Central Worksheet
 - See files tab within Rotary District 7770 database
- Rotary International Manual of Procedure
 - <https://my.rotary.org/en/document/manual-procedure-035>
- District Policy Manual
 - See files tab within Rotary District 7770 database
- An Introduction to Vocational Service
 - <https://my.rotary.org/en/document/introduction-vocational-service>
- Rotary International Code of Conduct
 - <https://my.rotary.org/en/document/rotarian-code-conduct>
- Rotary International People in Action Communities in Action: A Guide to Effective Projects
 - <https://www.rotary.org/en/rotary-people-action>

District Governor 2018-2019 – David Tirard

Phone: 843-247-0115

Email: davidtirard@aol.com

District Governor 2019-2020 – Johnny Moore

Phone: 803-315-3422

Email: d7770dg19.20@gmail.com

District Governor 2020-2021 – Pauline Levesque

Phone: 843-286-7039

Email: pauline.area10@gmail.com

District Governor 2021-2022 – Paul Walter

Phone: 843-301-8878

Email: paul.walter@pnfp.com

District Foundation Chair – Sandee Brooks

Phone: 843-290-3054

Email: brooksrambo@gmail.com

District Membership Committee Chair – Digit Matheny

Phone: 843-737-2549

Email: digitrm@gmail.com

District Public Image Committee Chair – Mary Gasque

Phone: 803-553-0020

Email: mary@gasque.com

District Training Chair – A. L. “Hough” Hough-Everage

Phone: 843-623-7138

Email: doc.ed.alh@gmail.com

**ROTARY CLUB REFERENCE MANUAL
2019-2020 CLUB LEADERSHIP CITATION
SECTION I---SERVICE**

Citation Items

- Club creates and utilizes a service project / initiative calendar, offering a wide variety of service opportunities to members.
- Club participates in a literacy project (dictionary project, imagination library, reading mentor, etc.).
- Club participates in an environmental community service project.
- Club participates in a Rotary Youth Program (Early Act, Interact, Rotaract, RYLA, Young Professional Summit, Youth Exchange, Ambassadorial Global Scholar, etc.).
- Club makes CART buckets available at all meetings and makes donation to CART by December 31, 2019.
- Club has at least one program on Polio and one program on dementia/Alzheimer's related disease.
- Club recites the Four-Way Test at every meeting and operates club business based upon the Four-Way Test.
- Club creates, promotes, and executes a Rotary ROCS day (Rotarians Offering Community Service). At least 70% of members to take part.

Service is the cornerstone of Rotary, and we need to incorporate service into our routine club activities and club discussions. Each club should review its service plan and make the service opportunities touch as many lives as possible. We need to encourage members to participate in service opportunities so that we as Rotarians can truly make a difference in the world.

Rationale

- Clubs should use a service project / initiative calendar so that members can look ahead and select service projects in which to participate. Creating and using such a document will help with planning, communication and participation.
- There are numerous ways in which clubs can participate in improving the literacy of our communities. Projects can include giving out dictionaries, setting up libraries, and helping children and adults learn to read. Projects are only limited by the imagination of the clubs. Assess the needs of the community and create a project to fit the need.
- Environmental community service projects are intended to help the environment and the community. Each club has the latitude to choose areas of need and decide how best to serve these needs. The purpose of this section is to encourage participation among club members in service related activities to help the environment.
- Rotary Youth programs span a wide range of age groups. Earlyact, Interact and Rotaract are service clubs for young people sponsored by a local Rotary club. Earlyact clubs are open to students age 5-13 within a school setting. Interact clubs are open to students age 14-18 within a school setting. Rotaract organizations are available to young adults age 18-30 either in a post high school academic setting or as a community group. Youth Exchange students live with a host family in a different country for a year and must be sponsored by a Rotary club. Rotary Youth Leadership Awards (RYLA) is an opportunity for high school students to receive leadership training. Each participant must be sponsored by a Rotary club. Ambassadorial Global Scholar students must be sponsored by a Rotary club in order to participate in one-year abroad graduate study.
- Over 500,000 people in the U.S. are diagnosed with Alzheimer's disease each year. The purpose of the CART (Coins for Alzheimer's Research Trust) Fund is to collect and provide dollars for leading edge research for the cure and prevention of Alzheimer's disease. It started with Rotarians voluntarily emptying their pockets and purses of change at weekly meetings. 100% of every dollar donated goes to Alzheimer's research. Help inform your club members by having at least one program each year on

the CART Fund.

- Polio eradication is Rotary’s number one international priority. Polio is within three countries of eradication. Although polio is very close to being eradicated, we must stay the course until the job is completed. Help inform your club members by having at least one program each year on the End Polio Now campaign.
- The Four-Way Test is the framework for instilling integrity in everything we do. Clubs are encouraged to recite the Four-Way Test at every meeting and conduct club business based on the principles of the Four-Way Test. When a club presents copies of the Four-Way Test to all new members for display in their offices or businesses, the club extends the practice of integrity to many beyond the Rotary family.
- Rotary ROCS (Rotarians Offering Community Service) is a day of providing service to the community. The club chooses the projects based on the needs of the community. Encourage club members and the community to participate. Rotary should be about providing service while having fun. Clubs are encouraged to make projects fun, make the club’s atmosphere more attractive, as well as provide fellowship opportunities.



The Youth Exchange Scholarship provided by your local Rotary Club



Valued at over \$24,000: Room, board, tuition,
and monthly stipend for a high school year abroad.

HAVE YOU ALWAYS DREAMED OF...

- ▶ TRAVELING THE WORLD?
- ▶ LIVING IN ANOTHER COUNTRY?
- ▶ BEING FLUENT IN ANOTHER LANGUAGE?

The Rotary Scholar Program:

1. Academic year long program (August – June)
2. Non – English speaking countries

THE YOUTH EXCHANGE SCHOLARSHIPS ARE MADE POSSIBLE BY THE GENEROSITY OF OUR OVERSEAS PARTNERS AND LOCAL ROTARY CLUBS IN ROTARY DISTRICT 7770 (EASTERN SOUTH CAROLINA). QUALIFIED APPLICANTS MUST BE AGES 15-18.5 AT THE TIME OF DEPARTURE. THE SCHOLARSHIP COVERS ROOM, BOARD, TUITION, AND A MONTHLY STIPEND FOR ONE ACADEMIC YEAR. THE STUDENT/FAMILY PAYS FOR THE AIRFARE, INSURANCE, AND SOME OTHER FEES.

WWW.ROTARYYOUTHEXCHANGE7770.ORG

or contact your local Rotary club



Contact:

Lou Mello

Co-Chair D7770 RYE Committee

Lou.mello9@gmail.com

Applications due November 30 for the following school year



Rotary

2020 - 2021

Ambassadorial Global Grant Scholarships

Rotary Foundation Global Grants can be used to fund scholarships with sustainable, high-impact outcomes in one of Rotary's six areas of focus: peace and conflict prevention/resolution, disease prevention and treatment, water and sanitation, maternal and child health, basic education and literacy, economic and community development.

Ambassadorial Global Grant Scholarships are for graduate study during **one academic year abroad** and provide a cash grant of no more than \$50,000 from which the applicant must provide for round-trip transportation, tuition and fees, room, board and language training (if necessary) and living expenses.

TERMS OF SCHOLARSHIPS

- Scholars are required to attend at least one orientation seminar if offered in their district or region.
- Study or training must be undertaken in another country or territory where there are Rotary clubs.
- Each scholar is responsible for applying directly to the assigned institution, gaining admission, and obtaining required visas.
- Scholars may receive additional funding from other sources during the scholarship period.
- Any applicant whose native language is not that of the proposed country of study must submit evidence of the ability to read, write and speak the language of that country even if the course of study is done in English.
- Scholar cannot be a lineal descendent of an active Rotarian. Must be out of Rotary for three years.

IMPORTANT DATES For Interested Clubs

- Seek qualified applicants Fall 2018 and 1st Quarter 2019
- Sponsor clubs screen and select applicants January - April 2019
- Applicants submit application to sponsoring Rotary Club April 1, 2019
- Sponsor clubs submit applications to District Scholarship Committee June 1, 2019, including a preliminary costs proposal for the Scholarship to meet the minimum \$30,000 requirement. The costs are to include all tuition, books, travel, travel insurance, living expenses and one-month language training course in the country of destination as required. A local project in the country of destination can be included, if necessary, to meet the \$30,000 minimum. A Club Endorsement form must also be submitted to the Scholarship Committee.
- In addition to the Rotary Global Grant application, a University transcript, a photo and 2 letters of recommendation must be submitted.
- Coach and prepare applicant for District Interview June - July 2019.
- District Reception and Interviews – Reception August 16th, Interviews August 17th, 2019. In Person Attendance is Mandatory.
- Host and Sponsor Districts submit applications online to TRF June 2020 for approval on July 1, 2020.

Each Rotary Club in District 7770 may submit two (2) applications for the Academic Year.

Applications and additional information are available on the District Database www.dacdb.com

or please contact: Rotary Scholarship Program - [Chair Lou Mello](mailto:Chair_Lou_Mello) 843-437-9084 LouMello9@gmail.com. Or [Stevie Johnson](mailto:Stevie_Johnson) 803-338-1711 StevieJohnson1@sc.rr.com

Resources

- Short-Term Youth Exchange Overview
 - o See files tab within Rotary District 7770 database
- Long-Term Youth Exchange Overview
 - o See files tab within Rotary District 7770 database
- Interact Guide – 654EN
 - o <https://my.rotary.org/en/document/interact-guide-rotary-club-sponsors-and-advisers>
- Statement of Policy Relating to Rotaract - 660EN
 - o <https://my.rotary.org/en/document/policy-related-rotaract>
- Rotaract Club Handbook - 562EN
 - o <https://my.rotary.org/en/content/rotaract-handbook>
- Ambassadorial Global Scholarship Application
 - o See files tab within Rotary District 7770 database
- Rotary Peace Fellowship Application
 - o <https://my.rotary.org/en/peace-fellowship-application>
- RYLA (Rotary Youth Leadership Awards) Fact Sheet
 - o See files tab within Rotary District 7770 database
- Rotary's Six Areas of Focus – 965EN
 - o <https://my.rotary.org/en/document/rotarys-areas-focus>
- The CART Fund
 - o www.cartfund.org
- End Polio Now
 - o <https://www.endpolio.org/>

District Literacy Committee Chair – Wendy Broderick

Phone: 803-603-8043

Email: wendybroderick@columbiaymca.org

District Earlyact Chair – Paul Walter

Phone: 843-686-1540

Email: paul.walter@pnfp.com

District Interact Chair – To Be Determined

District Rotaract Chair – To Be Determined

District RYLA Chair – Akil Ross

Phone: 803-479-7190

Email: aross@heartedllc.org

District Youth Exchange Chair – Lou Mello

Phone: 843-437-9084

Email: loumello9@gmail.com

District Youth Exchange Co-Chair – Allison Ford

Phone: 803-917-0108

Emil: aford@burkettcpas.com

District Global Scholarships Chair – Lou Mello

Phone: 843-437-9084

Email: loumello9@gmail.com

District Peace Scholar Chair – Tiffany Burkett

Phone: 803-451-5110

Emil: tiffany@burkettlawsc.com

District Alumni Chair – Jim Deas

Phone: 786-553-4235

Email: jimgolfdeas@hotmail.com

District Public Image Committee Chair – Mary Gasque

Phone: 843-553-0020

Email: mary@gasque.com

District Newsletter – Patrick Quilter

Phone: 843-945-4598

Email: patrick@quilmont.com

District Website – Terry Moore

Phone: 843-297-6691

Email: tr_moore@bellsouth.net

District Social Media - Cynthia Giles

Phone: 803-386-4295

Email: cynthia@cutthroatmarketing.com

District CART Chair – Rod Funderburk

Phone: 803-760-5275

Emil: rfunderburkrotary@gmail.com

District End Polio Now Chair – Bernie Riedel

Phone: 843-816-4450

Emil: bernie@tiedelcomputers.com

District Protection Officer – Brett Camp

Phone: 843-563-3643

Emil: brett.camp@aol.com

**ROTARY CLUB REFERENCE MANUAL
2019-2020 CLUB LEADERSHIP CITATION
SECTION II---MEMBERSHIP**

Citation Items

- Club President leads-by-example and sponsors at least 1 new member within the first quarter of the Rotary year.
- Club achieves a net +1 increase for the year.
- Club uses "Discover Rotary" intentional strategy utilizing the Membership Event Grant.
- Club increases diversity by recruiting at least 2 members of under-represented demographic group.
- Club initiates/continues a written Membership Plan which includes a new member orientation program.
- Club appoints a mentor for all new members for the first year.
- 25% of Club members bring a membership candidate to a club meeting or an afterhours Rotary Information Prospect Meeting.
- Club enters at least six membership goals in Rotary Club Central.
- Club representative attends District Membership Training Seminar.
- Club uses effective membership retention plan and retains 90% of club's members on July 1, 2019.
- Club uses the Member Moment program at each meeting to keep a focus on membership growth.

Members are Rotary's essential resource. To maximize Rotary's humanitarian efforts throughout the world, it is important for clubs to identify and induct quality new members. Attracting new members is Rotary's number one internal priority and is every Rotarian's responsibility. It is extremely important to retain current members by continually making our clubs vibrant and attractive to both the current membership and to potential new members. Each club should have an intentional plan to attract new members. We need to make our clubs attractive to our existing members as well as attractive to potential new members. Review your "attractiveness" throughout the year and take action to enhance it as needed. We need to practice service and integrity in all that we do and tell our communities what Rotary is doing. Share your calendar of events with community leaders and others.

Rationale

- Member growth starts with club leadership. Club presidents should "lead-by-example" and bring in at least one new member to the club within the first quarter of the Rotary year. Club members will follow suit. The joy of Rotary is offering Rotary membership to qualified community members and leaders.
- The average annual attrition rate is 14%. We need to grow by a minimum of net +1 by seeking potential new members who are focused on service to others. Rotary alumni are great sources of potential members. Every club should be using these resources.
- The most effective strategy yet found for growing Membership is the intentional strategy of "Discover Rotary" programs. When coupled with other intentional strategies such as "Who Do You Know", this strategy pays undisputed dividends. Use the District's Membership Event Grant and other District resources to make this an effective recruitment effort. This event should be held at a different time and location than the club meeting."
- Diversity provides a club with new ideas and a broader perspective. Each club should seek to expand its diversity by seeking potential members from under-represented demographic groups and classifications. Rotary began with diversity of vocations. We need to expand that to include diversity that reflects our communities. Continually ask yourself if your club looks like the community in which it is located.
- Create or continue to use a written new member orientation plan. Potential new members need to know what the expectations are.
- Each new member should be assigned a mentor for the first year of membership to help them learn

- about Rotary and determine their place of leadership.
- Social events organized for the purpose of introducing Rotary in an informal atmosphere are an excellent means of identifying membership prospects prior to their participating in a formal meeting. It is also a great way for clubs to advertise what Rotary does in the community.
 - Rotary Club Central provides an opportunity to track progress toward goals. To do that requires entering goals into the system. At least six membership goals are recommended.
 - A club representative should attend the District Membership Training Seminar which is part of the Fall Training Seminar to learn new and different ways to increase the membership of the club.
 - Vibrant Rotary clubs make themselves attractive to both potential new members and current members. Use an effective membership retention plan and retain 90% of current members. Ask your current members if the club is providing good value to them.
 - The District's Member Moment program, presented at weekly meetings as part of the agenda, provides the club membership with information on classifications and other membership strategies to keep the focus on membership growth during the year.

Application for Membership Event Grant

The purpose of the Membership Event Grant (MEG) is to assist clubs in holding membership recruitment events. Qualifying events are mentioned below. Once an application is approved, a check for the amount requested, up to two hundred dollars (\$200.00), will be sent to the club for use in the event. It is expected that names, email addresses, physical addresses and telephone numbers will be recorded for all prospective members attending the event. The MEG is aimed at paying ten dollars (\$10.00) per prospective member attending these events. As a result, this is not intended, nor expected, to represent a one-time event. Prospective member information, as above, may be accumulated throughout the Rotary year at repeating events to qualify for the MEG. Closing reports will simply be a list of the events held by date along with the attendee information as above. If the club does not achieve twenty (20) prospective members attending these events, then a refund to the District will be expected in the amount of ten dollars (\$10.00) per person lacking to reach the goal of 20. Questions regarding MEGs should be directed to Digit Matheny, District Membership Chair, at digitrm@gmail.com

Qualifying events are the Discover Rotary (Rotary Information Hour) and the Membership Social (which must include a Rotary introduction session). Please see the Intentional Membership Strategies for a description of the Discover Rotary event (use this as a template for the Membership Social Rotary introduction) and the Recipe for a Successful Membership Event for information on how to make this most effective.

Club Name: _____

Membership Chair: _____

Email: _____

Phone: _____

Club Mailing Address: _____

Date for first Event: _____

Location(s) for Event: _____

Frequency of Event: _____

If a person other than the Club Membership Chair is responsible for the event, please place their information in the above fields and note their club position here.

I agree to the terms of this Membership Event Grant program and will promptly return any unused funds to the District Treasurer if we do not complete the event for which we are applying.

Signature of Responsible Person

Date

Resources

- Strengthening Your Membership Brochure – 417EN
 - o <https://my.rotary.org/en/document/strengthening-your-membership-creating-your-membership-development-plan>

- Membership Satisfaction Survey – 801E
 - o <https://my.rotary.org/en/.../enhancing-club-experience-member-satisfaction-survey>

- Be A Vibrant Club, Your Club Leadership Plan - 245NAM-EN
 - o <https://my.rotary.org/en/.../be-vibrant-club-your-club-leadership-plan-north-america>

- Club Leadership Plan Worksheet
 - o <https://my.rotary.org/en/document/be-vibrant-club-club-leadership-plan-worksheet>

- Rotary Club Health Check
 - o <https://my.rotary.org/en/document/rotary-club-health-check>

- Intentional Membership Strategies
 - o <http://www.rizoness33-34.org/MembershipResourceLibrary/02-2017Rev2-GRATIntentionalStrategiesHandout4-UP.pdf>

District Membership Committee Chair – Digit Matheny

Phone: 843-737-2549

Email: digitrm@gmail.com

District Membership Advocate – Sandy Olson

Phone: 803-530-0961

Email: sandyo@sc.rr.com

District Membership Advocate - Thomas Taylor

Phone: 504-377-6865

Email: rebelslt@gmail.com

District New Club Development Chair – Paula Matthews

Phone: 803-261-1757

Email: pajmatt2@bellsouth.net

District Alumni Chair – Jim Deas

Phone: 786-553-4235

Email: jimgolfdeas@hotmail.com

**ROTARY CLUB REFERENCE MANUAL
2019-2020 CLUB LEADERSHIP CITATION
SECTION III---FOUNDATION**

Citation Items

- Club will meet its Annual Programs Fund goal.
- Club achieves 10% increase over 2018-19 annual fund contributions.
- Club submits 50% of its Annual Programs Fund goal by December 31, 2019.
- Club achieves EREY status.
- Club sends two representatives to attend District Foundation Training Seminar in September 2019, and club completes MOU qualification.
- Club secures at least one new Paul Harris Society member.
- Club meets its End Polio Now goal.
- Club qualifies for and completes a District Grant project.
- Club secures 5 new Benefactors or 1 new Bequest Society member.
- Club secures 1 new Major Donor, or 1 member steps up to the next major donor level.

The Rotary Foundation is our charity. By supporting the Rotary Foundation, we can accomplish more than any of us can as individuals. We need to encourage our members to give by telling them where the money goes and what can be accomplished through giving. November is Foundation month. Clubs are encouraged to have a speaker for at least one program during this month and throughout the year to educate members on the Rotary Foundation.

Rationale

- Each year we need to focus on “doing good” in the world by giving generously to The Rotary Foundation and executing needed projects with the funds given. Money given to the Annual Program Fund comes back to the district in the form of District Designated Funds each year. This is the source of funding for District and Global Grants used by clubs to support critical programs and to provide service projects.
- We are asking clubs to consider increasing contributions to the Annual Program Fund for 2019-2020 by 10% over 2018-2019.
- Clubs are requested to submit Foundation contributions throughout the year, including at least 50% by December 31, 2019.
- EREY is Every Rotarian Every Year. Encourage every club member to make a contribution to the Rotary Foundation.
- Two representatives of the club must attend the District Foundation Training Seminar in September 2019 and complete the grant MOU to qualify to participate in the district grant program.
- Membership in the Paul Harris Society is a commitment of \$1,000 per year to the Rotary Foundation. Each club should strive to secure at least one new Paul Harris Society member.
- Although polio is very close to being eradicated, polio remains in three countries. We must finish the job of eradication from the face of the world. We are asking clubs to give an amount to equal or exceed their prior year’s polio contribution.
- District Grant funds are available for local service projects. Clubs are encouraged to qualify for these funds and submit applications for worthwhile projects.
- New Benefactors, Bequest Society members and Major Donors will help your clubs meet their Foundation goals as well as show our support of The Rotary Foundation Programs.

CLUB RECOGNITION SUMMARY CRS

This report can be found at:

<https://my.rotary.org/en/search/all/Contribution%20and%20Recognition%20Reports%20-%20Users%20Guide%20>

What does this report track?

Club Member's:

- Recognition amounts
- Current Paul Harris Fellow (PHF) level and date achieved
- Available Foundation Recognition Points
- Last contribution data and designation
- Club data including:
 - Number of PHFs, Major Donors, Benefactors, Bequest Society members, Rotarian donors, Rotarian non-donors and non-Rotarian donors.
- All-time giving

How do I read this report?

- A. District and club number appear on the top left.
- B. Number of club's Paul Harris Fellows and Benefactors.
- C. Number of Rotarian donors, Non-Rotarian donors, Bequest Society and Major Donors.
- D. Total historical contributions to The Rotary Foundation credited to the club. Includes all contribution types (Annual Fund, Other Giving, and Permanent Fund).
- E. Identifying information by individual, including member ID (+ indicates deceased member), name, and membership status (Y = active member; N = former/deceased member or non-Rotarian with a contribution history; H = honorary member).
- F. Recognition Amount, which can be a combination of cash contributions and Foundation recognition points received (points do not count toward Major Donor recognition). Maximum amount that can be shown on the report is 9,000 (9,000+ indicates actual amount exceeds maximum).
- G. Paul Harris Fellow/Multiple PHF status, and month and year first PHF recognition was achieved.
- H. Available Foundation recognition points, which can be transferred to other individuals to help them achieve their first or multiple PHF recognition. Points accumulate 1:1 for every dollar contributed.
- I. Month and year along with the restriction (program fund) of most recent contribution.
- J. Indicates Benefactor status. A Benefactor is anyone who informs the Foundation in writing that s/he has made provisions in their will, or other estate plan, naming the Foundation's Permanent Fund as a beneficiary; or anyone who makes an outright gift of US\$1,000 or more to the Foundation's Permanent Fund.

How do you get Foundation recognition points?

Foundation recognition points are awarded for contributions to the Annual Fund, PolioPlus, or the sponsor portion of a Foundation grant. One Foundation recognition point will be given for every US dollar contributed to these funds, which can then be extended to others to help them become a Paul Harris Fellow. Donors no longer need to be a Paul Harris Fellow themselves before Foundation recognition points are awarded.

How can I use Foundation recognition points to increase TRF contributions?

Many Rotary clubs use a matching system to help their members achieve PHF recognition and to promote additional Foundation support. To determine whether your club is close to achieving 100% PHF status, review the Recognition Amounts (section F) of all Rotarians who are currently listed as active club members

(indicated by a Y in section E). Calculate the amount needed to get all members to at least 1,000. Matching their contribution with Foundation recognition points may help your club reach or even surpass its Annual Fund goal as well as achieve 100% PHF recognition. Use the Paul Harris Fellow Recognition and Transfer Request (102-EN) to transfer points.

How do I promote giving to the Annual Fund?

Club Presidents and club Rotary Foundation chairs can track participation in the Annual Fund in section I. Noting the designation of the most recent contribution will help track progress toward TRF's goal of Every Rotarian, Every Year (EREY) – participation of every Rotarian in supporting the Foundation's programs. Use the Every Rotarian, Every Year Brochure (957-EN) to promote giving to the Annual Fund. To achieve 100% EREY recognition status for your club, each active member needs to make a contribution to the Annual Fund during the current Rotary year.

How do I promote Benefactors and Permanent Fund Support?

Benefactors are individuals who have given US\$1,000 or more to the Permanent Fund; or who have committed US\$1,000 or more in their will to TRF. Rotarians can become Benefactors by completing and submitting the Benefactor Commitment Card (149-EN).

The investment earnings from the Permanent Fund are already having a significant impact in helping fund Foundation programs. Supporting the Permanent Fund is a way to leave a personal legacy with Rotary and to ensure support for Rotary's work for future generations.

Where can I find this report?

This report is available through Member Access to district governors, district governors-elect, district Rotary Foundation committee chairs, district fundraising chairs, Annual Giving subcommittee chairs, and to club presidents and club secretaries. The club president can add the club treasurer and/or club Rotary Foundation chair by updating club data in Member Access. To request a copy of this report from the Foundation, e-mail contact.center@rotary.org.

Resources

- 2019-2020 District Grant Application
 - o See files tab within Rotary District 7770 database Foundation Grants MOU and application
- 2019-2020 District Grant MOU Foundation Grants MOU and applications
 - o See files tab within Rotary District 7770 database
- District Grant Closing Report
 - o See files tab within Rotary District 7770 database
- Global Grant Application
 - o <https://my.rotary.org/en/take-action/apply-grants/global-grants>.
- Rotary Conflict of Interest Policy
 - o <https://my.rotary.org/en/document/conflict-interest-policy-program-participants>
- Your Rotary Legacy Form – 330EN
 - o <https://my.rotary.org/en/document/your-rotary-legacy-doing-good-world-beyond-your-lifetime>
- Rotary Direct Enrollment Form - 1215EN
 - o <https://my.rotary.org/en/document/rotary-direct-rotarys-recurring-giving-program-form>
- Rotary Foundation Contribution Form - 123EN
 - o <https://my.rotary.org/en/document/contribution-form-rotary-foundation>
- Paul Harris Society FAQ
 - o <https://my.rotary.org/en/document/paul-harris-society-frequently-asked-questions>
- Rotary Marks Guideline
 - o <https://my.rotary.org/en/document/guidelines-rotary-foundation-funded-project-signage>
- End Polio Now Brochure
 - o <https://www.rotary.nl/d1550/FoundationGrants/940EN12web.pdf>
- Using the Foundation Club Recognition Summary (CRS)
 - o <https://my.rotary.org/en/search/all/Contribution%20and%20Recognition%20Reports%20-%20Users%20Guide%20>
- Using the Foundation Monthly Contribution Report (MCR)
 - o <http://www.directory-online.com/rotary/accounts/7600/pages/upages/Using%20the%20MCR.pdf>
- Using the Foundation EREY Eligibility Report
 - o <http://www.directory-online.com/Rotary/accounts/7600/Pages/uPAGES/Using%20the%20EREY%20Report.pdf>

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District Annual Giving Chair - Alice Howard
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District Paul Harris Society Chair – Deborah Burt
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District Major Gifts Chair – Jimmie Williamson
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District Foundation Grants Committee Chair – Rick Moore
Phone: 843-696-3795
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District Foundation Stewardship Chair – Jeff Mense
Phone: 843-236-1613
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District Grants Committee Chair - Bob Gross
Phone: 843-321-0196
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District Grants Closing Committee Chair – Drew Hansen
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District End Polio Now Chair – Bernie Riedel
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District Public Image Committee Chair – Mary Gasque
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District Newsletter – Patrick Quilter
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District Website – Terry Moore
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District Social Media - Cynthia Giles
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**ROTARY CLUB REFERENCE MANUAL
2019-2020 CLUB LEADERSHIP CITATION
SECTION IV---LEADERSHIP DEVELOPMENT**

Citation Items

- Club President attends 2019 PETS and Spring Training (Both required to hold the position of Club President) plus another training seminar or 2020 District Conference.
- Club appoints 2020-21 President by July 1, 2019.
- Incoming Secretary, Treasurer, Foundation Chair, Membership Chair, and Public Image Chair attend Spring Training and Fall Training Seminars or have a representative attend if they are unable to attend.
- Club appoints the President-Elect to monitor and update the Club Leadership Citation and input information and completion of projects and programs for the Rotary Citation.
- At least one member attends the 2020 RI Convention.
- Club appoints a Database Manager who updates club and member information including photos on the District database by October 1, 2019.
- At least 1 member per 35, including a new member (<1 yr.), attends at least one of the following: 2019 Spring Training, 2019 Fall Training Seminar on Foundation/Membership/ Public Image, or 2020 District Conference.
- Club sends at least one member to the Rotary Leadership Institute (RLI).
- Club updates Rotary Club Central goals and establishes at least 1 goal in each area by August 1, 2019.

Leaders are our future. We must prepare our leaders for the future and provide training opportunities for potential leaders to learn needed skills. The district provides multiple opportunities for training, and it is incumbent on clubs to take advantage of these trainings. Clubs need an updated succession and strategic plan.

Rationale

- We need to prepare leaders to lead. Club Presidents for 2019 – 2020 must attend the 2019 PETS, the 2019 Spring Training, the 2019 Foundation / Membership / Public Image Seminar and the 2020 District Conference.
- Every club should have a succession plan. The club president for 2020-2021 should be appointed no later than July 1, 2019. Earlier appointments would be even better.
- Club leadership, other than the President, needs training as well. Incoming club Secretary, Treasurer, Foundation Chair, Membership Chair, Public Image Chair and members of the club board should attend the 2019 Spring Training. If these individuals are unable to do so, another club member should attend instead.
- The club President-Elect should monitor and update the Club Leadership Citation, input information and completion of projects and programs for the RI Citation, and manage the Club Leadership Plan. The Club Leadership Plan will ensure that all the leaders know their roles and are properly trained to perform those roles. This will integrate the president-elect into the workings of the club and help to prepare him or her for the position of club president.
- Rotary International Conventions are opportunities to see the bigger picture of Rotary. Clubs should encourage members to attend the 2020 convention in Honolulu, Hawaii, USA June 6-10, 2020. When appropriate, offer funds to offset a portion of the attendance cost.
- Clubs are encouraged to appoint a Database Manager to update club and member information on the District database, including photos.
- The 2019 Spring Training, 2019 Fall Training Seminar, and 2020 District Conference are excellent training opportunities. Clubs should encourage members to attend. The information presented will

help the clubs become more dynamic and attractive. The Club should have 1 member per 35, including a new member, attend at least one of the Leadership Training sessions. This will help to ensure membership retention as well as develop upcoming leaders.

- RLI (Rotary Leadership Institute) provides a unique training opportunity through an interactive class setting. Clubs are encouraged to advertise these classes to the membership and offer financial assistance to help members attend the classes during the Rotary year.
- It is essential to update club information in Rotary Club Central Goals by August 1, 2019. This must be done by the President or Secretary.

Paul Allen Ten-Star Rotarian

Purpose of the Paul Allen Ten-Star Rotarian Award

In Rotary, there are opportunities to experience the many facets of service and leadership. The Paul Allen Ten-Star Rotarian Award recognizes someone who has taken the time to hold leadership positions, visit other clubs, and participate in training events, conferences and conventions. The person achieving this designation will have a broader perspective of Rotary International and the Rotary District and be better able to lead his/her club in service.

How to Become a Paul Allen Ten-Star Rotarian

The designation of a Rotarian as a Paul Allen Ten-Star Rotarian is based on the Rotarian earning a minimum of 110 points for certain services he/she has rendered to their club and Rotary. There are 25 “must” points which are mandatory in the 110 points required, regardless of the total number of points above the earned minimum requirement. The Paul Allen Ten-Star Rotarian program specifies the number of points that can be awarded in each category for the various types of service – with 10 points as the maximum in each category. Remember the “must” points! Points are cumulative from month to month, but duplicate points cannot be awarded. Example: Category #4, a Rotarian might serve as a member of the Board of Directors of the club more than one term; but after he/she has earned the maximum number of points authorized for that service, no more point credits may be earned in that category. Points earned for service rendered by a Rotarian in one club who becomes a member of a 2nd or 3rd club are also cumulative. Example: Category #17, a Rotarian sponsored two new members and earned 4 points while a member in Club A. The Rotarian moves or is transferred to an area where there is not a club or membership available and is no longer a Rotarian. Later, the Rotarian is invited into Club B; the points previously earned are cumulative and may be transferred. A Rotarian who qualifies may become a Paul Allen Ten-Star Rotarian even though their club does not adopt the program. The application and check for \$10 made payable to Rotary Club of Five Points should be sent to the address listed below. The \$10 covers the cost of the Paul Allen Ten-Star Rotarian Emblem and Certificate.

Paul Allen Ten-Star Rotarian Program c/o Mary Gasque, 3195 Leaphart Road, West Columbia, SC 29169

Sponsored by the Rotary Club of Five Points, Columbia, SC and RI District 7770.

The History of the Paul Allen Ten-Star Program

The Ten-Star Program was initially a promotional activity of the Rotary Club of West Point, Mississippi, in 1935 to increase attendance and maintain interest in the Club’s development. Tom Douglas was the author of the Ten-Star Program. It was presented to the Board of Directors of Rotary International in the general form that we have now. The board approved it as a voluntary activity for interested clubs and authorized it to be introduced officially to affiliated clubs at the 1960 Rotary International Convention in Miami. The board also approved the Ten-Star Emblem as a back up to the Rotary Pin. The initial program installation for the Rotary Club of Five Points was held July 3, 1964. Since this time, the Rotary Club of Five Points, under the leadership of PDG Paul Allen, has been the sole provider and sponsor of the Ten-Star Program for all of Rotary. In 2016 under the leadership of District 7770 Governor Sandee Brooks the name of the program was changed to the Paul Allen Ten-Star Rotarian Program to reflect PDG Paul Allen’s leadership and dedication to the Ten-Star Program. In early 2017 the pin was redesigned; and the program revised to keep current with Rotary’s progress. The Paul Allen Ten-Star Program is promoted throughout District 7770 and throughout the Rotary World.

Contact: Mary G. Gasque - mary@gasque.com
Nancy Moody, nancymm1@icloud.com

Rotary Leadership Institute

The purpose of the Rotary Leadership Institute (RLI) is to strengthen your club and strengthen your life. Rotary provides an opportunity for all of us to provide service to our community and throughout the world. The Rotary motto is Service Above Self; and with that service comes a learning experience in the areas of leadership, team building, planning, marketing, communication and organization. RLI provides an opportunity to enrich that learning through sharing experiences and ideas with other Rotarians throughout the region.

The Mid-Atlantic Division of Rotary Leadership Institute conducts over 35 events each year in the states of Delaware, Maryland, North Carolina, South Carolina, Tennessee, Virginia, West Virginia, and The District of Columbia. The program consists of three separate sessions, Part I, Part II, and Part III. Attendees progress through the three parts on separate days and complete the program at their own pace.

Each session is highly interactive and, therefore, contains a minimum of lecturing and provides numerous opportunities for participants to share their experiences and ideas. The sessions are led by Rotary leaders who have been trained in the facilitation techniques that maximize the learning experience. A general list of subjects is shown below.

Part I	Part II	Part III
The Roots of Rotary	Strategic Planning	Public Image and Public Relations
My Club and Beyond	Team Building	Effective Leadership Strategies
Engaging Members	Rotary and Ethics	International Service
Our Foundation	Targeted Service	Club Communications
Creating Service Projects	Attracting Members	Vocational Service and Expectations



Rotary Leadership Institute (RLI) Announces 4-4-3 Program

Effective immediately, Mid-Atlantic RLI has implemented the new “Four for Three” (4-4-3) Incentive Program that applies to all Division RLI events except Mini-RLIs (Mini-RLI Policy remains applicable for these events). The policy is set up to reimburse Rotary clubs that send four or more of their Rotarians to a single RLI Event, no matter which Parts these Rotarians attend. For each four attending the single RLI event from a club, one Rotarian’s registration fee will be refunded to that club’s treasurer by the Division Treasurer. All registrations must be paid in advance.

For example, if the Rotary Club of Anytown, VA, sends five Rotarians to Part I of an RLI event taking place at Hometown, VA, and two Rotarians to Part II of the Hometown event, and one to Part III of this event, the Rotary Club of Anytown Treasurer will receive a check for two registration fees (\$190) from the Division Treasurer within 30 days of the Hometown RLI event.

Please share this good news with your District and Club Leadership so the clubs can receive word about this new attendance incentive program. Thank you! RLI Staff.



Resources

- Paul Allen Ten-Star Rotarian Program
 - o See files tab within Rotary District 7770 database

- Rotary Leadership Institute
 - o www.rli33.org

District Training Chair – A. L. Hough-Everage

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Email: doc.ed.alh@gmail.com

Assistant Governor Training Site Chair – George Chastain

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Email: chastain.george@gmail.com

PETS Training Site Chair – Ione Cockrell

Phone: 803-351-0642

Email: ione@ionecockrell.com

Spring Training Site Chair – A. L. Hough-Everage

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District Foundation / Membership / Public Image Training Seminar Chair – A. L. Hough-Everage

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District RLI Chair – Joan Grayson

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2019 District Conference Chair – Dean Roberts

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2020 District Conference Chair – Babbie Jaco

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District Website – Terry Moore

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District Social Media - Cynthia Giles

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Email: cynthia@cutthroatmarketing.com

International Convention Chairs:

Hamburg, Germany:

Johnny Moore

Phone: 803-315-3422

Email: d7770dg19.20@gmail.com

Honolulu, Hawaii, USA:

Pauline Levesque

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Email: Pauline.area10@gmail.com

ROTARY CLUB REFERENCE MANUAL
2019-2020 CLUB LEADERSHIP CITATION
SECTION V---PUBLIC IMAGE / COMMUNICATION

Citation Items:

- Club appoints a PR Chair who publicizes club activities in the community and submits info to the District media, website and newsletters at least quarterly.
- Club presents copy of Four-Way Test to all members for proper display in offices or businesses.
- Club Public Image Chair arranges for club activities to be published in a local newspaper.
- Club submits a Public Image Video for the Zone Public Image Contest by July 15, 2019.

In 2019-2020, we want to increase the communication efforts from the club to the club's membership, to the community served by the club, and to the district's website in order to make information about the club and its projects more accessible by a larger audience. We also want to increase the public image awareness of the clubs and help clubs recognize how to best project what they do in their communities. We want to provide information to the clubs about the tools offered by the District and RI in the area of communication and public image.

Rationale

- Clubs should find every way possible to share their Rotary story throughout the community. Clubs should use a Service and Initiative Calendar to keep the membership updated on events and how they can plug into the activities. The calendar will provide a framework for advertising the Rotary Club and all it accomplishes throughout the community and around the world. RI has the Rotary Showcase where projects, fundraisers, and fellowship events are “showcased” for all of Rotary to see. Share your own story with your community and Rotary around the world. It is easy to submit items to the District website or newsletter. Use: rotary7770news@gmail.com. District 7770 has a website that functions extremely well. Club projects, club speakers, local Rotarians who have been honored in some way, non-Rotarians who have been recognized by the local Rotary club, and club fundraiser events are all posted on the front page of the website as they are submitted by the clubs. The district weekly newsletter containing submitted material is automatically published to the district's membership via email. Encourage club members to subscribe to the newsletter to see items about their club and other clubs in the district.
- Providing copies of the Four-Way Test to members for proper display in their offices and businesses will enhance Rotary's awareness within the community.
- When clubs complete service projects, the results of those projects should be published in print media, on websites, on social media or in other means of communication to inform the community about what the club is doing in and for the community.
- Each year Rotary Zone 33 provides opportunity for clubs to submit a Public Image Video to be judged in the Zone Public Image Contest. The contest rules can be found on the zone 33 website. Clubs are encouraged to display their accomplishments in this way.

Telling the Rotary story should be in the forefront of what we do each and every day. We need every member and every club to take an active role and help in this venture to increase our efforts to “tell the story.”

Rotary Public Image

**Do good,
have fun,
tell someone!**

#dogoodhavefuntellsomeone



Why Public Image?

“Strengthening Rotary” is a global public image initiative to enhance and amplify the volunteer service organization’s great story, visual identity and digital experience. Study shows we are great at volunteering and doing great things in the world. We build schools, we vaccinate, we feed the hungry, we supply fresh water – just to name a few. What we don’t do is tell our story. We don’t tell the public about the good deeds we are doing. When we tell our story, we create interest. When we create interest, people will want to become a part of our story. Rotary will grow, the Foundation will flourish, and we will do more good for humanity.

And all you have to do is tell someone.

#dogoodhavefuntellsomeone

Tools for promoting Rotary, your club and events

Website--You can get one through the District Data Base-Contact Terry Moore tr_moore@bellsouth.net

Bulletin/Newsletter – Weekly bulletin/ newsletter info about speakers, member news, etc.

Email/Texting – Great way to keep members informed of meeting dates, speakers, special projects, etc. Some clubs have replaced the weekly bulletin with weekly e-blasts.

Social Media – FB, Link-in, Snapchat, Twitter, Instagram, YouTube

District Newsletter – Keep fellow Rotarians informed

Advertising - Billboards, Newspaper, Magazines, Radio/TV, Banners/Flags

Press Releases – Local newspapers will appreciate and publish

Public Service Announcements - Special events

Tee-shirts – “Rotarians making a difference,” “Join Rotary, Do Good, Have Fun,” “Rotarian at Work” People of Action tee-shirts can be ordered on the District Website under the Rotary Gear Tab. (If you have a suggestion for a tee-shirt, contact the PI Chair.)

Car window sticker - “Ask how I do good and have fun—Rotary”

Premium items - Cups, pencils, tee shirts, briefcases, bags

Wear your Rotary Pin

Social Media

Make sure you have a gmail account that can be shared between president, members and PI coordinator. The account will also give you access to YouTube to post your club videos.

Facebook:

- A good FB page can take the place of a website.
- Use the gmail account to set up your FB page.
- Administrator – assign to manage all media sites. Have more than one administrator.
- Update the sites at least once a week. Ask club members to like the page and ask their friends to also like the club FB page.
- Respond quickly to any comments left on your club page.
- Keep the good, bad and ugly! Post fun, active photos and remember to tag people so the photo shows up on their page.
- Post regularly.
- Create event pages within your FB page.
- Encourage members to share posts onto their personal FB page so their connections can see it, like it and increase your club's exposure. (This is key to keeping your club's posts in the newsfeed).
- Tag other businesses and organizations you work with. Place the @ sign in front of the business name and their FB page should appear. Select it, and it will be tagged in the post. That sends a notice to that business and gives them the opportunity to share your post onto their page.
- Schedule post – best time to post is between 1pm – 3pm Monday – Friday.
- Remember to hashtag posts on FB and Twitter.

Facebook Don'ts:

- Don't post personal info (email/phone numbers without permission).
- Don't post photos of members' children without permission.

Twitter:

- Twitter is limited to short 280-character messages (tweets).
Be sure to connect your club twitter account to your club FB account.
- Twitter and FB hash-tags help people who are interested in your topic find your posts and tweets.
- Remember to hashtag posts on FB and Twitter.

Instagram:

- Instagram – social networking for sharing photos and videos from smartphones. Fun software. Has a young following.
- If you want to look cool with the younger members, use Instagram.

Snapchat:

- Snapchat – mobile app that allows user to send and receive “self- destructing” photos and videos.

LinkedIn:

- LinkedIn – Good for business contacts.

Press Release

- Develop a media list and keep it current.
- Send out event-related press releases.
- Make sure the first sentences of a press release have the most important information: Who, What, When, Where and Why.
- It helps if you send a photo with your release. Make sure you identify who is in the photo.
- Most newspapers accept online or email submissions. Google search the publication and look for a tab or link for submitting your press release. Email each press contact individually.
- Add quotes for color and additional information about your project or news.
- Include a description or “boilerplate” at the end of your press release to describe your club and RI.
- Add your full contact information.

District Awards Guidelines

Awards will be given to small, medium and large clubs in each category. **Material must be submitted by February 15.**

Newsletter/Bulletin – hard copy of weekly bulletin/newsletter

Should have current RI theme and correct logo with newsworthy information about club meeting, speaker, projects, membership.

Website –

Should have current RI theme and current logo with information about meeting time/place, information about membership, info on how to join, listing of club projects, info on club leadership, links to FB, LinkedIn, etc.

Social Media –

Should have current RI theme and current logo with information about meeting time/place, interactive, photos of club projects, photos of speakers, informative.

Media –

Newspaper articles, TV/radio ads, magazine stories.

Zone 33 Public Image Citation and Video Contest

Rotary joins leaders from all continents, cultures, and occupations to exchange ideas and take action for communities around the world. A positive image improves your club's relationship with your community and attracts prospective members. Clubs should enhance their public image by telling compelling stories about clubs' activities that are making a positive difference. Rotary Zone 33 wants to provide clubs with the opportunity to showcase their accomplishments. Clubs can be recognized through the Public Image Citation and the Public Image Video Contest.

Citation

Zone 33 Rotary Clubs are invited to enhance Rotary's public image and awareness and earn a Public Image Citation. Learn more at <http://rizon33-34.org/PublicImage.html>

Video Contest

Use video to tell how your club made a difference.

1. It's fun!
2. It's easy!
3. Download more information at <https://www.facebook.com/33and34video>

How to use District 7770 Data Base (called DAC db)

What can you do on DAC db?

Find members
Find Clubs in the District
Review and update your personal data
Send emails
Access the District Calendar
Run Club Reports

To access DAC db you must go to www.rotary7770.org

Click on Members Only to access DAC db

First time users will need to establish an account by using your email address and your RI Member ID as your password (password can be found on *The Rotarian* magazine address label or ask your club secretary).

Contact for assistance: Terry Moore - tr_moore@bellsouth.net

District 7770 Newsletter Instructions

Please consider the following instructions for submitting news items for the district newsletter:

1. Send all newsletter content to rotary7770news@gmail.com.
2. In the email subject field, include the text "NEWS -" followed by the title of the article.
Example Email Subject - "NEWS - Rotary club made donations of over \$135,000 to more than 25 organizations!"
This helps us clearly determine that the submission was meant as newsletter content.
3. Include at least a 3-5 sentence description of the news event. This could be about club meetings, special guests, club events and fundraisers. Include 1-3 pictures or video links for the newsletter post.
4. Once your article has been posted, you will receive a confirmation that the submission was received and published. The newsletter is automatically emailed every Tuesday morning. You can also see the post here: <http://www.rotary7770.org/news-room/>.
5. If you do not see your submission within 2 weeks, please notify Patrick Quilter, patrick@quilmont.com.

Resources

- Rotary Messaging Guide 547EN
 - o <https://clubrunner.blob.core.windows.net/00000000214/en-ca/files/homepage/rotary-messaging-guide/Rotary-Messaging-Guide.pdf>
- Rotary Branding Frequently Asked Questions
 - o <https://my.rotary.org/en/document/rotary-brand-faqs>.
- Rotary Brand Center
 - o <https://brandcenter.rotary.org/en-gb>
- DAC db Quick Start Guide
 - o See files tab within Rotary District 7770 database
- Rotary District 7770 Newsletter
 - o <http://www.rotary7770.org/category/newsletter-content/>

District Public Image Committee Chair – Mary Gasque

Phone: 803-553-0020

Email: mary@gasque.com

District Newsletter – Patrick Quilter

Phone: 843-945-4598

Email: patrick@quilmont.com

District Website – Terry Moore

Phone: 843-297-6691

Email: tr_moore@bellsouth.net

District Social Media – Cynthia Giles

Phone: 803-386-4295

Email: cynthia@cutthroatmarketing.com

**ROTARY CLUB REFERENCE MANUAL
2019-2020 CLUB LEADERSHIP CITATION
SECTION VI--- REQUIRED COMPLETION**

Citation Item

- Incoming President and Club Protection Chair complete Child Protection Memorandum of Compliance no later than June 30, 2019.

Rotary International is committed to creating and maintaining the safest possible environment for all participants in Rotary activities. It is the duty of all Rotarians, Rotarians' spouses, and other volunteers to safeguard to the best of their ability the welfare of and to prevent the physical, sexual, or emotional abuse of children and young people with whom they come in contact.

Rationale

District 7770 requires clubs to conduct background checks of all Rotarians and prospective members in the clubs and other volunteers. All Rotarian members have a duty to immediately report any suspected abuse to the District Governor and the District Protection Officer, who will immediately notify the appropriate law enforcement authorities in cases of abuse. All clubs are required to complete the process and sign the Memorandum of Compliance no later than June 30, 2019 prior to the beginning of the Rotary year.

Resources

District Protection Officer – **Brett Camp**

Phone: 843-636-4194

Email: brett.camp@aol.com

DISTRICT 7770 CHILD PROTECTION PROCESS

Rotary International is committed to creating and maintaining the safest possible environment for all participants in Rotary activities. It is the duty of all Rotarians, Rotarians' spouses, and other volunteers to safeguard to the best of their ability the welfare of and to prevent the physical, sexual, or emotional abuse of children and young people with whom they come into contact. District 7770 requires clubs to conduct background checks of all Rotarians and prospective members in the Clubs and other volunteers. All Rotarian members have a duty to immediately report any suspected abuse to the District Governor and the District Protection Officer, who will immediately notify the appropriate Law Enforcement Authorities in cases of abuse. Henceforth, all clubs are required to complete the following process and commit to its conclusion by signing the Memorandum of Compliance no later than July 1 of each Rotary year.

1. The president will share with the club's board of directors that this is the policy. The board must then decide:
 - a. who will be responsible for implementing this policy (recommend that it be a person who can maintain confidentiality and who will be designated as club protection chair)?
 - b. should the membership-at-large be notified?
2. The club protection chair should then take the roster of all members (active, on leave, honorary, inactive) and check their names against the South Carolina Law Enforcement's Sex Offender Registry. This is required regardless of whatever background checks the member may have completed as part of other volunteer work or their profession.
 - a. Go to <http://www.sled.sc.gov/> .
 - b. Select Sex Offender Registry from the menu on the left-hand side of the home page.
 - c. At that page, select the button on the top left called, "Search for Offenders in your area."
 - d. From there, you have the options of checking each individual by using their names, their emails, or their addresses.
3. If the person is not listed on the registry, your search will come up blank. You have the option of printing a page with that information although that is not required.
4. If the person is listed in the registry, then do print that page and information. Contact your club president and give him or her the information.
5. The club president will then contact the District Protection Officer who will perform the necessary investigation and will inform the District Governor, the Assistant Governor and the Club President of the recommended next steps.

District Protection Chair: Brett Camp

Email brett.camp@aol.com

Cell: 843-843-636-4194

Office: 843-563-3643

For new member candidates (to be completed from now until the policy is changed or rescinded)

1. All potential candidates for membership must be told that part of the process includes a SLED sex offender registry check.
 - a. If the candidate does not agree, that person's name must be removed from consideration.
 - b. If the candidate agrees, then follow steps 2-5 above.
2. If the candidate's name does not appear on the registry, continue with the membership process.
3. If the candidate's name does appear on the registry, follow steps 4 and 5 above. The candidate must be told that his/her name did show up and that the membership is on hold until further investigation is completed.

Club Authorization and Agreement

Every year, the incoming Club President and the Club Protection Chair must sign the Memorandum of Compliance (attached) and send to their AG, no later than June 30 of that year. The AG's will in turn send their area's forms to the District Protection Officer and the District Governor.

***CHILD PROTECTION POLICY
MEMORANDUM OF COMPLIANCE***

*We, being responsible for administering the protection policy of the **Rotary Club of***

*_____ , certify that the Club adheres to the requirements provided in the District 7770 Child Protection Policy and has completed all the required steps in the District 7770 Child Protection Process and will notify **Rotary International District 7770 Protection Officer** of any changes or revisions to Club policies and procedures related to these requirements.*

CLUB PRESIDENT

Term: _____

Name: _____

Signature: _____

Date: _____

CLUB PROTECTION OFFICER

Term: _____

Name: _____

Signature: _____

Date: _____

The Rotary Club of _____
Financial Assessment
For the club year ending June 30, 2019

Please attach the following to this report.

1. Balance Sheet (Statement of Position) as of June 30, 2019
2. Income Statement (Statement of Revenues and Expenses) for the year ended June 30, 2019
3. Budget for club year 2018-19

Our Treasurer presented to our Board of Directors financial statements as follows:

- Monthly
- Quarterly
- Annually
- Did not make a presentation

The club's bank accounts were reconciled timely and filed with our bank statements.

- Monthly
- Quarterly
- Annually
- Could not determine

Paid invoices (receipt or bill) substantiate each check written and are filed systematically.

- | | | |
|--------------------------------------|-----|----|
| Alphabetically | Yes | No |
| By the month paid | Yes | No |
| By the club's year paid | Yes | No |
| Are cross referenced to check number | Yes | No |

Club financial records are kept for _____ years by _____

Our June 30, 2019 federal Form 990 tax return was filed on _____

Our financial assessment review was completed by the following club members:

Club Member

Date

Club Treasurer

Club President

Please mail to by October 1, 2019:

Paul Walter

Rotary District 7770 Treasurer

83 Club Course Drive, Hilton Head Island, SC 29928

ROTARIAN ACTION GROUPS

Addiction Prevention	www.rag-ap.org
Family Health and AIDS Prevention	www.rfha.org
Alzheimer's and Dementia	www.adrag.org/
Blindness Prevention	www.rag4bp.org
Blood Donation	https://ourblooddrive.org/sitepage/about-our-rotarian-action-group
Clubfoot	www.rag4clubfoot.org
Diabetes	www.ragdiabetes.org
Disaster Assistance	www.dna-rag.com
Domestic Violence Prevention	http://www.ragfamsafe.org
Endangered Species	www.endangeredrag.org
Environmental Sustainability	www.esrag.org
Food Plant Solutions	www.foodplantsolutions.org
Health Education and Wellness	www.hewrag.org
Hearing	www.ifrahl.org
Hepatitis	https://ragforhepatitiseradication.org
Literacy	www.litrag.org
Malaria	www.remarag.org
Mental Health	http://ragonmentalhealth.org
Microfinance and Community Development	www.ragm.org
Multiple sclerosis	https://rotary-ragmsa.org/
Peace	www.rotarianactiongroupforpeace.org
Polio Survivors and Associates	https://rotarypoliosurvivors.org/
Population and Development	www.rifpd.org
Preconception Care	https://raghphc.org
Slavery	https://ragas.online/
Water and Sanitation	www.wasrag.org

RELATED PUBLICATIONS

Rotary's Area of Focus www.rotary.org/myrotary/en/document/589

Rotarian Action Groups Officer Directory www.rotary.org/myrotary/en/document/714

Rotarian Action Groups Annual Report www.rotary.org/myrotary/en/document/713

Community Assessment Tools www.rotary.org/myrotary/en/document/578

Lifecycle of a Project www.rotary.org/myrotary/en/take-action/develop-projects/lifecycle-project

GLOSSARY OF FREQUENTLY USED ROTARY ACRONYMS

AG	Assistant Governor
AKS	Arch Klumph Society
APF	Annual Programs Fund
ARC	Assistant Rotary Coordinator
ARPIC	Assistant Rotary Public Image Coordinator
ARRFC	Assistant Regional Rotary Foundation Coordinator
COG	Council of Governors
COL	Council on Legislation
DC	District Conference
DDF	District Designated Fund (Share Program)
DEC	District Executive Committee
DG	District Governor
DGE	District Governor Elect
DGN	District Governor-nominee
DGND	District Governor-nominee designate
DLP	District Leadership Plan
DRFC	District Rotary Foundation Chairperson
EREY	Every Rotarian Every Year
IA	International Assembly
IAP Book	<i>International Assembly Participants Book</i>
IVCG	International Vocational Contact Groups
MOP	<i>Manual of Procedure</i>
NID	National Immunization Day
OD	<i>Official Directory</i>
PAG	Past Assistant Governor
PDG	Past District Governor
PETS	Presidents-Elect Training Seminar
PHF	Paul Harris Fellow
PHS	Paul Harris Society
PI	Public Image
PPE	Preserve Planet Earth Programs
RC	Rotary Coordinator
RCC	Rotary Community Corps
RFE	Rotary Friendship Exchange
RI	Rotary International
RID	Rotary International Director
RITS	Rotary International Travel Service
RIVP	Rotary International Vice President
RLI	Rotary Leadership Institute
RPIC	Rotary Public Image Coordinator
RRFC	Regional Rotary Foundation Coordinator
RV	Rotary Volunteers
RVC	Rotary Village Corps
RYE	Rotary Youth Exchange
RYLA	Rotary Youth Leadership Awards
SCLTA	Spring Club Leadership Training Assembly
TRF	The Rotary Foundation
VTT	Vocational Training Team

District 7770 Resource List for 2019-2020

CART (Coins for Alzheimer's Research Trust)

CART Chair – Rod Funderburk

Phone: 803-760-5275

Email: rfunderburkrotary@gmail.com

Communication / Public Image

District Public Image Committee Chair – Mary Gasque

Phone: 803-553-0020

Email: mary@gasque.com

District Newsletter – Patrick Quilter

Phone: 843-945-4598

Email: patrick@quilmont.com

District Website – Terry Moore

Phone: 843-297-6691

Email: tr_moore@bellsouth.net

District Social Media – Cynthia Giles

Phone: 803-386-4295

Email: cynthia@cutthroatmarketing.com

All Club Conference

2019 All Club Conference Chair– Dean Roberts

Phone: 843-422-0978

Email: rdoberts29926@hargray.com

2020 All Club Conference Chair – Babbie Jaco

Phone: 803-422-9886

E-mail: Babbie.Jaco@boydmanagement.com

District Protection Officer

District Protection Officer – Brett Camp

Phone: 843-636-4194

Email: brett.camp@aol.com

District Training

District Training Chair – A. L. Hough-Everage

Phone: 843-623-7138

Email: doc.ed.alh@gmail.com

Assistant Governor Training Site Chair – George Chastain

Phone: 843-340-9527

Email: chastain.george@gmail.com

PETS Training Site Chair – Ione Cockrell

Phone: 803-351-0642

Email: ione@ionecockrell.com

Spring Training Site Chair – To Be Determined

District Foundation / Membership / Public Image Training Seminar Site Chair – To Be Determined

Foundation

District Foundation Chair – Sandee Brooks

Phone: 843- 290-3054

Email: brooksrambo@gmail.com

District Annual Giving Chair - Alice Howard

Phone: 843-271-0550

Email: howardag@hargray.com

District Paul Harris Society Chair – Deborah Burt

Phone: 843-422-4413

Email: DLBurt.Rotary7770@gmail.com

District Major Gifts Chair – Jimmie Williamson

Phone: 843-910-1440

Email: jwilliamson@Itchs.com

District Foundation Grants Committee Chair – Rick Moore

Phone: 843-696-3795

Email: Rick@Keelforce.com

District Foundation Stewardship Chair – Jeff Mense

Phone: 843-236-1613

Email: jmense@sccoast.net

District Grants Committee Chair - Bob Gross

Phone: 843-321-0196

Email: bob@beaufortgroup.net

District Grants Closing Committee Chair – Drew Hansen
Phone: 843-281-9055
Email: dhanson@firstpalmetto.com

District End Polio Now Chair – Bernie Riedel
Phone: 843-816-4450
Email: Bernie@RiedelComputers.Com

Literacy

District Literacy Committee Chair – Wendy Broderick
Phone: 803-603-8043
Email: wendybroderick@columbiaymca.org

Membership and New Club Development

District Membership Committee Chair – Digit Matheny
Phone: 843-737-2549
Email: digitrm@gmail.com

District Membership Advocate – Sandy Olson
Phone: 803-530-0961
Email: dot.jeger@gmail.com

District Membership Advocate - Thomas Taylor
Phone: 504-377-6865
Email: rebelslt@gmail.com

District New Club Development Chair – Paula Matthews
Phone: 803-261-1757
Email: pajmatt2@bellsouth.net

RLI (Rotary Leadership Institute)

District RLI Chair – Joan Grayson
Phone: 301-526-3782
Email: lowcountrylady1@gmail.com

Youth Programs

District Earlyact Chair – Paul Walter
Phone: 843-686-1540
Email: paul.walter@pnfp.com

District Interact Chair – To Be Determined

District Rotaract Chair – To Be Determined

District Global Scholarships Chair – Lou Mello

Phone: 843-437-9084

Email: loumello9@gmail.com

District Peace Scholar Chair – Tiffany Burkett

Phone: 803-451-5110

Email: tiffany@burkettlawsc.com

RYLA Chair – Akil Ross

Phone: 803-479-7190

Email: aross@heartedllc.org

Youth Exchange Chair – Lou Mello

Phone: 843-437-9084

Email: loumello9@gmail.com

Youth Exchange Co-Chair – Allison Ford

Phone: 803-917-0108

Email: aford@burkettcpas.com

District Alumni Chair – Jim Deas

Phone: 786-553-4235

Email: jimgolfdeas@hotmail.com

Other District Leadership

District Governor 2018-2019 – David Tirard

Phone: 843-247-0115

Email: davidtirard@aol.com

District Governor 2019-2020 – Johnny Moore

Phone: 803-345-0142

Email: d7770dg19.20@gmail.com

District Governor 2020-2021 – Pauline B. Levesque

Phone: 843-286-7039

Email: pauline@Rotary7770@gmail.com

District Governor 2021-2022 – Paul Walter

Phone: 843-686-1540

Email: paul.walter@pnfp.com

Vice Governor & Council of Governors Chair 2019-2020 – Rod Funderburk

Phone: 803-760-5275

Email: rfunderburkrotary@gmail.com

District Treasurer – Paul Walter

Phone: 843-686-1540

Email: paul.walter@pnfp.com

District Executive Secretary – Ed Tassin

Phone: 843-819-6680

Email: etcharleston@aol.com