

# The Rotary Club of Brantford Sunrise Handbook

Rotary Year 2017 – 2018



International President: Ian Riseley

District 7090 Governor: Reg Madison, Brantford

*Version 1  
June 22, 2017*

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# 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 non-sectarian 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.

**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.

**International Service** exemplifies our global reach in promoting peace and understanding. We support this service avenue by sponsoring or volunteering on international projects, seeking partners abroad, and more.

**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.

# 2017-2018 Club Goals!

1. **Secure a new Major Project in accordance with renewed vision** and determine if continuing support for Imagination Library, ARTC, Participation House, Brantford's Canadian Military Heritage Museum, Alzheimer's, Natural Disaster Relief, Grand River Conservation, Mohawk Museum aligns with renewed vision.
2. **Complete application for a Global Grant.**
3. **Maintain the Strategic Plan** committee will work with future presidents to ensure we adhere to the plan
4. **Secure a "major speaker"** each quarter. Strive for greater diversity in regular speakers and have more fun, family friendly presentations
5. **Increase efforts to promote club** through all available means including multiple social media platforms.
6. Have at least **4 off site meetings**. Pods may need to collaborate.
7. Have at least **4 Fun/Friendship events** including one joint event with the Friday Club.
8. **Improve communication between Board and Club**. Encourage and promote more extensive use of Club Runner and Club Central, by Club and Club members.
9. **Develop a plan for future major fundraising events**
10. **Increase membership by at least 5 net new members** or more. Personal goal of each member should be to bring at least one prospective member to a club meeting sometime through the year.
11. **Celebrate and learn** more about our members new and old with classification and re-classification presentations. SAA will continue the Rotary Minute.
12. The Rotary Foundation:
  - a. 100% club member participation in the **Every Rotarian Every Year** program
  - b. Obtain an overall contribution of \$100 per member for 2017-18
  - c. Increase members' knowledge of Rotary and the Rotary Foundation
13. **Sell out the 2017 Trip of the Month** Draw fundraiser. **Goal: \$45,000.** Surpass 2017 sales of over 900
14. Bring back fun food events in support of **Polio Plus. Goal: \$5,000**
15. Create an effective club communication strategy.
16. Recognize Member accomplishments! Pride in club! Promote the Club!

## Sergeants at Arms

Richard Boyington, Sandra Micucci

## Officers and Directors

### Officers:

**President** – Cameron Johnston  
**President Elect** – Phil Race  
**President Elect-Elect** –  
**Past President** – Justin Bester  
**Secretary** – Bernard Neziol  
**Treasurer** – Reg Moore

### Directors: 1 Year Term

Teresa Schoonings  
Kelly Dzuba  
Jeff Noble  
Josie Kocsics

### Directors: 2 Year Term

George Mychailenko  
Richard Boyington  
Karen Moore  
Sandra Micucci

**Director****Board Oversight****Justin Bester**

- Nominating
- Trip of the Month

**George Mychailenko****Josie Kocsis**

- Fish Fry
- Fun & Fellowship

**Reg Moore**

- Club Finances

**Richard Boyinton**

- Membership
- Mud Run

**Sandra Micucci**

- Major speakers
- Public Relations

**Karen Moore**

- Major Projects

**Director****Board Oversight****Bernard Neziol**

- Club Administration
- Website
- Abuse Prevention & Protocol

**Cameron Johnston**

- Global & District Grants
- Alumni Breakfast
- Fundraising
- Pod Donations

**Teresa Schoonings**

- Youth Services
- Strategic Planning

**Kelly Dzuba**

- Canada Day

**Phil Race**

- Foundation
- Paul Harris

**Contacts / Liaisons**

<b>Golf Club Liaison</b>	<b>Cameron Johnston</b>
<b>Photography</b>	<b>Paul Harding</b>
<b>Web Master</b>	<b>Bernard Neziol</b>
<b>Audio &amp; Video</b>	<b>Kevin Davis</b>
<b>Facebook/Newsletter</b>	<b>Linda Bazoian</b>
<b>Sergeants of Arms</b>	<b>Richard Boyington, Sandra Micucci</b>

# Committee Chairs & Committees

\*board representative

<b>Abuse Prevention/ Constitution &amp; Bylaws</b>	Chair	<b>Bernard Neziol*</b>
	Members	<b>Ennio Trignani</b>

<b>Canada Day</b>	Chair	<b>Susan Brown and Bruce Dzuba</b>
	Vice-Chair	
	Members	Richard Boyington, Bill Clarridge, Kelly Dzuba*, Paul Harding, Peter Choma, Glen Christensen, Dean Gough

<b>Fish Fry</b>	Chair	<b>Linda Bazoian</b>
	Vice Chair	<b>Josie Kosics*</b>
	Members	George Mychailenko, Darion Boyington, Ken Tota, Boyd Van Allen, John Theurer, Norm Fournier

<b>Fun &amp; Friendship</b>	Chair	<b>Linda Bazoian</b>
	Vice-Chair	<b>Nada Askic</b>
	Members	Brenda Gough, Josie Kosics*, Rino Bidenti
	Key Responsibilities	Drive, organize, and promote at least 4 major fun/friendship events, encourage, advise and help with fun food events as needed

<b>Fundraising</b>	Chair	<b>Justin Bester</b>
	Vice Chair	<b>Cam Johnston*</b>
	Members	Bruce Dzuba, Mindy Gulas, Kevin Davis, Phil Race
	Key Responsibilities	To meet quarterly to facilitate and assist in preparation of the next scheduled fundraising project. Discuss major donees to avoid asking to multiple events.

<b>Global &amp; District Grants</b>	Chair	<b>Cam Johnston*</b>
	Vice-Chair	<b>Richard Boyington</b>
	Members	Justin Bester, Mike Foster, Glen Christensen
	Key Responsibilities	Submitting recommendations to the Club for potential international service projects that will qualify for a Global Grant. Once adopted by Club will then administer global grant application.

<b>Major Projects &amp; Donee Liaison</b>	Chair	<b>Justin Bester*</b>
	Vice-Chair	<b>Joe Persia</b>
	Members	Bill Harrow, Nada Askic, Karen Moore
	Key Responsibilities	Find, evaluate and recommend for adoption by the Club of a major project(s) in support of the Club's renewed vision. Liaise with our recurring and new donees to determine their funding requirements.

<b>Major Speakers</b>	Chair	<b>Mark Littell</b>
	Vice Chair	<b>Kevin Davis</b>
	Members	Ennio Trignani, Peter Choma, Kevin Davis, Sandra Micucci*, Reg Moore, Ken Tota
	Key Responsibilities	Securing, promoting and making all arrangements for one major speaker each quarter. To work in cooperation with Public Relations and Membership Committees in promoting these speaking events and utilizing them as vehicle for membership recruitment.

<b>Membership</b>	Chair	<b>Joe Persia</b>
	Vice Chair	<b>Richard Boyington*</b>
	Members	Cameron Johnston, Boyd Van Allen, Brenda Gough, Jeff Noble
	Key Responsibilities	Create and implement membership recruiting and retention strategies. Vet and administer new membership proposals. Hold Fireside Chats within one month of new member's inductions.



<b>Mud Run</b>	Chair	<b>Kevin Davis</b>
	Vice Chairs	
	Members	Dean Gough, Mindy Gulas, Justin Bester, Brenda Gough, Phil Race, Darion Boyington, Richard Boyington*, Bruce Dzuba, Susan Brown, Linda Bazoian, Reg Moore, Ken Tota, John Theurer

<b>Nominating</b>	Chair	<b>Justin Bester*</b>
	Vice Chair	<b>Cameron Johnston</b>
	Members	Jeff Noble-chair past presidents

<b>Paul Harris Night</b>	Chair	<b>Phil Race*</b>
	Vice-Chair	<b>Bill Claridge</b>
	Members	To be called in 2018
	Key Responsibilities	Organize and run the Paul Harris Dinner

<b>POD Donations</b>	Chair	<b>Cameron Johnston*</b>
	Vice Chair	<b>Phil Race</b>
	Members	Monitoring POD donations and passing on minor funding requests to POD chairs.

<b>Public Relations &amp; Club Communication</b>	Chair	<b>Bernard Neziol and Linda Bazoian</b>
	Vice Chair	<b>Sandra Micucci*</b>
	Members	Mark Littell, Paul Harding, Ennio Trignani, Kelly Dzuba, Joanne Procter
	Key Responsibilities	Responsible for all public relation efforts and promotion of the club. Secure favorable publicity for the club and increased exposure of the club through all forms of media, including social media. Ensure all club events are communicated to the membership through Club Runner and the newsletter.

<b>Rotary Day/Alumni Breakfast</b>	Chair	<b>Jan Mills</b>
	Vice Chair	<b>Reg Madison</b>
	Members	Cam Johnston*, Glen Christensen, Bernard Neziol

<b>Rotary Foundation Awareness &amp; Education</b>	Chair	<b>Phil Race*</b>
	Vice-Chair	<b>Glen Christensen</b>
	Members	Bill Harrow, Mike Foster, Peter Choma, Wayne Branchaud, Karen Moore
	Key Responsibilities	Promoting the Foundation to club members and encouraging each member to donate to the Bequest society, EREY.

<b>Strategic Planning</b>	Chair	<b>Teresa Schoonings*</b>
	Vice-Chair	<b>Jeff Noble</b>
	Members	Bernard Neziol, Cam Johnston, Phil Race
	Key Responsibilities	Review, maintain, update and amend strategic plan as required.

<b>Trip of the Month</b>	Chair	<b>Mindy Gulas</b>
	Vice-Chair	<b>Brenda Gough</b>
	Members	Janice Mills, Ginny Bullas, Nada Askic, George Mychailenko*, Michael Bijman, Reg Moore, Peter Choma

<b>Youth Services</b>	Chair	<b>Teresa Schoonings*</b>
	Vice Chair	<b>Darion Boyington</b>
	Members	Rotex: Teresa Schoonings, Kelly Dzuba, Glen Christensen, Brenda Gough  Local: Darion Boyington, Joe Persia, Mike Bijman, Wayne Branchaud
	Key Responsibilities	Overseeing and administering the Youth Exchange Program, RYLA/Slapshot and rejuvenating Earlyact, Interact and Rotaract clubs. The overriding purpose being promoting and overseeing programs and activities that engage young people up to age 30 in their community, in developing leadership skills and fostering their interest in Rotary.

## Each POD is responsible for arranging weekly meetings during their month.

*Our meetings are one of our best opportunities to showcase our members, our Club and Rotary. Create meetings that are fun, informative and provide fellowship & networking opportunities for our members and guests. Sergeants of Arms are available to help.*

### POD responsibilities include the following:

- 1) Check to make sure member nametags are available.
- 2) Arrange program for your month. This is to include speakers, other than those arranged by Board/President/Major Speaker Committee. Be creative, members are complaining we have too many “charity” speakers. Coordinate speaker topics with the Rotary theme for your PODs month. Post speakers on Club Runner calendar.
- 3) Youth Services have many presentations prescheduled throughout the year, communicate with them to ensure they are aware of the dates and are prepared.
- 4) Take member attendance – “Weekly Attendance Report” – and select speaker gift.
- 5) Put the following in the (one) container:
  - a) 50/50 tickets
  - b) Put all cash for the 50/50 tickets and breakfast in one container
  - c) All Chits
- 6) Sell 50/50 draw tickets. When 3 tickets are bought at one time please rip them apart when putting them in the container. Tickets are \$2 each or 3 for \$5.
- 7) Record the names of guests on “Weekly Guest Report” including method of payment:
  - a) Cash
  - b) Chit (Brantford Golf & Country Club members only)
  - c) Invoice (members may have their guests added to their quarterly breakfast invoice). Be sure to ask for ‘method of payment’ for guest breakfasts.
  - d) Exceptions include guest speakers, cheque recipients, exchange students, potential members first three meetings, spouse who is attending in place of member and a guest of the club.
- 8) In advance of each meeting, please inform the President who will perform these duties:
  - a) Attendance
  - b) Host for new guests
  - c) Grace
  - d) Lead O Canada
  - e) Guest introduction (follow script)
  - f) Collect Fines & Happy Bucks
  - g) Introduce the guest speaker
  - h) Guest Speaker thank-you
- 9) Ensure that the following is given to Bernard/Aida BEFORE breakfast:
  - a) Cash, Chits, 50/50 draw tickets and “Weekly Attendance Sheet”
  - b) Deck of Cards (50/50) draw
  - c) Binder
- 10) Ensure that the following is given to Bernard/Aida AFTER breakfast:
  - a) “Weekly Guest Report” (after the guests are announced)
  - b) Happy Buck/Fine Money
- 11) At the end of the meeting the member assigned the duty of collecting the name tags from the members should do so and put them in the podium.
- 12) Every POD is encouraged to host a FUN FOOD event with the goal to raise \$500 for Polio Plus. If your POD hosts a Fun Food event it will be eligible to donate up to \$1,000 to a registered charity chosen by the POD. Feel free to team up with another POD to make your event more successful.
- 13) Bring at least one prospective member to club meeting during your month.

**ALSO, please post all programming for your month on Clubrunner at least 6 weeks in advance of your month and advise Cameron of Pod member’s duties 1 week prior to each meeting.**

## MONTHLY POD ASSIGNMENTS 2017-2018

Pod Leader shown in bold font and Rotary monthly theme shown below month

<b><u>JULY</u></b>	<b>Sandra Micucci</b> Josie Koscis Glen Christensen	<b><u>JANUARY</u></b>	<b>Jo-Anne Proctor</b> Rino Bidenti Brenda Gough Jeff Noble
<b><u>AUGUST</u></b> Membership and Club Development	<b>Joe Persia</b> Nada Askic Kelly Dzuba	<b><u>FEBRUARY</u></b> Peace & Conflict Prevention – Resolution	Richard Boyington Dean Gough Wayne Branchaud Ken Tota
<b><u>SEPTEMBER</u></b> Basic Education & Literacy	Boyd Van Allen Mike Foster Peter Choma	<b><u>MARCH</u></b> Water & Sanitation	<b>Kevin Davis</b> George Mychailenko Cameron Johnston John Theurer
<b><u>OCTOBER</u></b> Economic & Community Development	<b>Mark Littell</b> Reg Moore Susan Brown Bill Harrow	<b><u>APRIL</u></b> Maternal & Child Health	<b>Paul Harding</b> Reg Madison Bernard Neziol
<b><u>NOVEMBER</u></b> Rotary Foundation	<b>Phil Race</b> Darion Boyington Ennio Trignani Bruce Dzuba	<b><u>MAY</u></b> Youth Services	<b>Teresa Schoonings</b> Exchange Student Exchange Student <b>Justin Bester</b>
<b><u>DECEMBER</u></b> Disease Preventions and Treatment	<b>Linda Bazoian</b> Bill Clarridge Norm Fournier Mindy Gulas	<b><u>JUNE</u></b> Rotary Fellowship	<b>Mike Bijman</b> Karen Moore Jan Mills

## MEMBER POD AND COMMITTEE ASSIGNMENTS

“L”-Pod Leader    “C” Committee Chair    “V” Committee Vice-Chair    \* Board Report

<b>MEMBER</b>	<b>POD ASSIGNMENT</b>	<b>COMMITTEE ASSIGNMENTS</b>
Nada Askic	August	Friendship (V)*, Major Projects, Trip Month
Linda Bazoian	December (L)	Friendship (C), Mud Run, Fish Fry (C), Public Relations
Justin Bester	May	Major Projects (C), Mud Run, Grants, Major Projects, Nominating* (C)
Rino Bidenti	January	Friendship
Michael A. Bijman	June (L)	Trip Month, Youth
Darion Boyington	November	Mud Run, Fish Fry, Youth (V)
Richard Boyington	February (L)	Can Day, Mud Run, Grants (V), Membership *(V)
Wayne Branchaud	February	Foundation, Youth
Kirby Brown	April	
Susan Brown	October	Can Day (C), Mud Run
Virginia Bullas	June	Trip Month
Peter Choma	September	Can Day, Foundation, Trip Month, Major Speakers
Glen Christensen	July	Can Day, Grants, Youth, Alumni, Foundation (V)
Bill Clarridge	December	Can Day, Paul Harris (V)
John Coles		
Kevin Davis	March (L)	Mud Run (C), Fundraising, Major Speakers
Bruce Dzuba	November	Can Day, Mud Run, Fundraising
Kelly Dzuba	August	Can Day*, Public relations, Youth
Mike Foster	September	Grants, Foundation
Norm Fournier	December	Fish Fry
Brenda Gough	January	Friendship, Mud Run, Membership, Trip Month (V), Youth
Dean Gough	February	Can Day, Mud Run,
Mindy Gulas	December	Mud Run, Fundraising, Trip Month (C)
Ron Hannon		
Paul Harding	April (L)	Canada Day, Public Relations
William Harrow	October	Major Projects, Foundation
Cameron Johnston	March	Strategic Planning, Grants(C)*, Fundraising (V), POD Donations (C), Alumni*, membership
Josie Kocsis	July	Friendship, Fish Fry* (V)
Mark Littell	October (L)	Public Relations, Major Speakers (C)
Reg Madison	April	Alumni (V)
Sandra Micucci	July (L)	Public Relations* (V) Major Speakers*
Janice Mills	June	Trip Month, Alumni (C)
Karen Moore	June	Major Projects*, Foundation
Reg Moore	October	Mud Run, Trip Month, Major Speakers
George Mychailenko	March	Fish Fry, Trip Month*
Bernard Neziol	April	Bylaws*(C), Strategic Planning, Public Relations (C), Alumni
Jeff Noble	January	Strategic Planning(V), Membership
Joseph Persia	August (L)	Major Projects (V), Membership (C), Youth
Jo-Anne Procter	January (L)	Public Relations

Phil Race	November (L)	Mud Run, Foundation (C), Paul Harris (C), Fundraising, Strategic planning
Teresa Schoonings	April (L)	Strategic Planning*(C) , Youth(C)*
John Theurer	March	Mud Run, Fish Fry
Ken Tota	February	Fish Fry, Major speakers, Mud Run
Ennio Trignani	November	Bylaws, Public Relations, Major Speakers
Boyd Van Allen	September (L)	Fish Fry, Membership
Tristyn Wylie		

## Past Presidents' Council

Jeff Noble (Chair)  
Cam Johnston  
Justin Bester  
John Coles

Bill Harrow  
Janice Mills  
Mark Littell  
Kevin Davis

Jo-Anne Procter  
Bernard Neziol  
Reg Madison  
Boyd Van Allen

## Paul Harris Fellows

Adam McInnis (+1)  
Barry English  
Bernard Neziol (+2)  
Bettesworth, Johnson  
Bill Harrow  
Bob Coyne  
Boyd Van Allen (+1)  
Brantford Expositor  
Cameron Johnston  
Cathy Bohemier  
Charlie Kopczyk  
Chuck Beach  
Clarence Dick  
Colleen Miller  
Crawford Reid  
David Reeve

Ed Doucet (+2)  
Ennio Trignani  
Glen Christensen (+4)  
Greg Moore  
Harry Sawchuk  
Janice Mills (+1)  
Jeff Noble  
Jim Boughner  
Jo-Anne Procter  
Joe Persia  
John Coles  
John Johnson  
John Utley  
Josh Bean  
Justin Bester  
Karen Moore (+1)

Karen Williamson (+3)  
Kent J. Dixon  
Kevin Crouse (+3)  
Kevin Davis (+7)  
Len Kesik  
Linda Bazoian  
Lisa Hooper  
Liz Martorano  
Lou Mestekemper  
Lucy Marco  
Mark Gaskin (+1)  
Mark Littell (+3)  
Mary Welsh  
Michael Bijman (+1)  
Mike Terdik (+1)  
Mike Foster  
Millards Accountants  
Nada Askic (+1)

Neziol Insurance Group  
Nick Rizzo  
Paul Harding (+1)  
Phil Race  
Ray Bednarz  
Real Perras  
Reg Madison (+1)  
Reg Moore  
Rick Bullas (+1)  
Rick Sterne  
Rob Crocock  
Russ Weir (+2)  
Susan Brown  
Vic Witteveen  
Virginia Bullas (+1)  
Walter Gretzky (+2)  
Wayne Branchaud

# Bequest Society

Cameron Johnston  
Dennis Boniface  
Jeannie Boniface  
Jeff Noble

Jeff Perkins  
Karen Williamson  
Kevin Crouse  
Kevin Davis

Linda Bazoian  
Rebecca Crouse  
Reg Madison  
Rick Bullas

## Rotary International 5 Avenues of Service Citation

**Rick Bullas**

**Bernard Neziol**

## Charter Members

**Michael Bijman**

**Cameron Johnston**

**Paul Harding**

**Janice Mills**

**Boyd Van Allen**

## Past Presidents

<b>1993-1994</b>	<b>Dave Covey</b>	<b>1994-1995</b>	<b>Mike Boughner</b>
<b>1995-1996</b>	<b>Boyd Van Allen</b>	<b>1996-1997</b>	<b>Cameron Johnston</b>
<b>1997-1998</b>	<b>Rick Bullas</b>	<b>1998-1999</b>	<b>Real Perras</b>
<b>1999-2000</b>	<b>Janice Mills</b>	<b>2000-2001</b>	<b>Len Kesik</b>
<b>2001-2002</b>	<b>Bernard Neziol</b>	<b>2002-2003</b>	<b>Nick Rizzo</b>
<b>2003-2004</b>	<b>Mark Littell</b>	<b>2004-2005</b>	<b>Rob Tansley</b>
<b>2005-2006</b>	<b>John Coles</b>	<b>2006-2007</b>	<b>Russ Weir</b>
<b>2007-2008</b>	<b>Mark Gaskin</b>	<b>2008-2009</b>	<b>Ed Doucet</b>
<b>2009-2010</b>	<b>Reg Madison</b>	<b>2010-2011</b>	<b>Jeff Noble</b>
<b>2011-2012</b>	<b>Rhonda Hendel</b>	<b>2012-2013</b>	<b>Bill Harrow</b>
<b>2013-2014</b>	<b>Jo-Anne Procter</b>	<b>2014-2015</b>	<b>Jeff Perkins</b>
<b>2015-2016</b>	<b>Kevin Davis</b>	<b>2016-2017</b>	<b>Justin Bester</b>

# Future Rotary International Conventions

Toronto, Ontario: June 24-27, 2018

Hamburg, Germany: June 1-5, 2019

Honolulu, Hawaii: June 7-10, 2020

## Important Future Dates-Club & District

District Governor Visit	September 6
District Conference (Niagara)	October 27-29
Remembrance Day Dinner	November 8
Children's Christmas Party	December 20
Club Assembly	January 24
Fish Fry	April 28*
Alumni Breakfast	June 6*
Mud Run	June 9
Presidential Change Over	June 27*
Canada Day Beer Tent	July 1

\*Tentative

For more details go to the [Club Calendar](#)