

The Rotary Club of Brantford -Sunrise Handbook

Rotary Year 2019– 2020

Rotary International Motto

Rotary



Rotary Club of Brantford – Sunrise Motto

Members Matter!

International President: Mark Maloney, Alabama, USA

District 7090 Governor: Bob Artis, Clarence, New York

Guiding principles

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.

2018 / 2019 Officers

President – Richard Boyington
Past President – Phil Race

President Elect – Glen Christensen

Treasurer – Reg Moore

Secretary – Bernard Neziol

Directors – 2 Year Term

Jo-Anne Proctor
Justin Bester

Mike Bijman

Karen Moore

Directors – 1 Year Term

Bill Clarridge

Kelly Dzuba

Ken Tota

Jason Cherry

Sergeants At Arms – Justin Bester and Caitlin Turner

Past Presidents' Council

Jeff Noble (Chair)
Janice Mills
Reg Madison
Boyd Van Allen

Bill Harrow
Bernard Neziol
John Coles

Jo-Anne Proctor
Justin Bester
Kevin Davis

Cam Johnston
Phil Race
Mark Littel

Paul Harris Fellows

Adam McInnis (+1)
Barry English
Bernard Neziol (+2)
Butterworth, 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
Wayne Branchaud
Carol Cain
Nancy Tew-Sebbarras

Ed Doucet (+2)
Ennio Trignani
Glen Christensen (+3)
Greg Moore
Harry Sawchuk
Janice Mills (+1)
Jeff Noble
Jim Boughner
Jo-Anne Proctor
Joe Persia
John Coles
John Johnson
John Utley
Josh Bean
Justin Bester (+1)
Karen Moore (+1)
Nick Rizzo Sr.
Debbie Brown

Karen Williamson (+3)
Kent J. Dixon
Kevin Crouse (+3)
Kevin Davis (+5)
Len Kesik
Lisa Hooper
Liz Martorano
Lou Mestekemper
Lucy Marco
Mark Gaskin (+1)
Mark Littell (+3)
Mary Welsh
Michael Bijman
Mike Terdik (+1)
Millards Accountants
Nada Askic
Glayde Rizzo
Nancy Gowing

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)
Bruce Dzuba
Mindy Gulas

Bequest Society

Cameron Johnson
Dennis Boniface
Kevin Crouse
Jeff Noble

Jeff Perkins
Karen Williamson
Jeannie Boniface
Kevin Davis

Linda Bazoian
Rebecca Crouse
Reg Madison
Rick Bullas

2019-2020 Club Objectives

1. Grow membership
2. Keep current members happy and engaged
3. Do good in the community
4. Establish a new fund raiser – lower effort, high return
5. Hold meaningful social activities, including a family event
6. Build a new 5-year strategic plan
7. Update Club by-laws

2019-2020 Strategic Plan

Club Level

Monthly social event with 80% member attendance and inclusive of friends/family and Friday Rotarians

Continued engagement and joint effort initiatives with Friday Club

Two high profile speakers per year combined with a social event or specialty meeting

Net increase of 5 members

Initiate a monthly Board communication with quick summary and highlights of what is happening- maybe make it a monthly news letter. Include anniversaries (rotary and wedding) and birthdays

PODs encouraged to book speakers in advance, include meeting details in calendar at least 45 days' in advance for promotional purposes

Revisit/update classification spectrum to assist in targeting new members and enriching our club skills base

Introduce new fund raiser: Consider social enterprise, Oktoberfest, Cinco de Mayo...

Continue with current fund raisers: Canada Day, Trip of the Month and Fish Fry. Hold one club fund raiser per year to raise money for the Club (membership) ie. Wine draw. Move fish fry to Good Friday? Offer take-out? Radio ads? Signage at the event site?

Be recognized through a District Rotary Award. Make this an agenda item so it is visited monthly at the board level.

Community Level

Social Media assigned member to enhance club presence on various channels

Donate \$1000 per month to community agencies via PODs

Complete a hands-on project in addition to monthly Why Not dinners

Support Rotarians in entering community events

Execute process to select next Major Project

Continue Youth Exchange and Youth Service programs with ongoing ROTEX engagement.

Vocational Level

Re-introduce Rotary Minute

Why Not mentorship of their Board to move to a sustainable structure

Continue scholarship with at Laurier University

Determine plan for Paul Harris awards for them to enhance 'prestige'

International Level\

100% member support of Rotary Foundation (every Rotarian, every year)

Raise \$2500 for Polio Plus

Foster/support global grant

Committee Chairs & Committees

*Board representative

Abuse Prevention/ Constitution & Bylaws	Chair	Bernard Neziol*
	Members	Richard Boyington, Caitlin Turner
		Review and update by-laws

Canada Day	Chair	Susan Brown
	Vice Chair	Bruce Dzuba
	Members	Richard Boyington, Bill Clarridge*, Shawn Eliovitz, Paul Harding, Glen Christensen

Cinco de Mayo	Chair	Ken Tota*
	Vice Chair	Darion Boyington
	Members	George Mychailenko, Boyd Van Allen, Kelly Dzuba Linda Bazoian

Donation/Fundraising	Chair	Justin Bester*
	Vice-Chair	Glen Christensen,
	Members	Richard Boyington Cam Johnson, Reg Moore, Susan Brown
	Responsibilities	Review donation requests as needed and make recommendations to the board. Explore fundraising events and make recommendations to the board. Monitor and suggest POD donations.

Global & District Grants	Chair	Richard Boyington
	Vice Chair	Glen Christensen*
	Members	Justin Bester, Cam Johnson, Reg Madison,
	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.

Major Projects and Donee Liaison	Chair	Jeff Noble
	Vice Chair	Bernard Neziol
	Members	Jan Mills, Kelly Dzuba*, Richard Boyington, Shawn Elovitz
	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

Membership	Chair	Glen Christensen*
	Vice-Chair	Ken Tota
	Members	Phil Race, Richard Boyington, Jeff Noble, Jason Cherry,
	Mentors	Reg Madison, Paul Harding, Jan Mills, Justin Bester
	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. Survey membership, exit interviews. Implement mentorship program.

Nominating	Chair	Phil Race*
	Vice-Chair	Richard Boyington
	Members	Jeff Noble, Past Presidents
	Responsibilities	Seek Board members and P.E.N.

Public Relations and Club Communication	Chair	Justin Bester*
	Vice Chair	Jo-Anne Proctor
	Members	Steve Assel (Instagram), Justin Bester (Facebook, Instagram), Linda Bazoian (Facebook), Paul Harding (Facebook, photography), Jason Cherry (Facebook, Instagram), Mike Bijman (Rotary.org) Kelly Dzuba (monthly newsletter)
	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, esp Facebook and Instagram. Ensure all club events are communicated to the membership through Club Runner and the newsletter. Invite alumni to social and special events. Hook up members with Myrotary.org. Seek Paul Harris award nominees to recognize at community and club events.

Rotary Foundation Awareness and Education	Chair	Glen Christensen*
	Members	Jason Cherry
	Responsibilities	Promoting the Foundation to club members and encouraging each member to donate to the Bequest society, EREY. Seek Paul Harris nominees to recognize at community and club events.

Honouring Indigenous People (HIP)	Chair	Reg Madison
	Vice-Chair	Darion Boyington
	Members	Jeff Noble, Richard Boyington*, Jo-Anne Proctor
	Responsibilities	Support indigenous educational efforts and encourage all Members to be aware of indigenous issues, history and culture.

Sponsorship	Chair	Jo-Anne Proctor*
	Vice Chair	Paul Harding
	Members	Gino Caputo,
	Responsibilities	Seek and liaise with sponsors for fundraisers and special events

Strategic Planning	Chair	Jeff Noble
	Vice Chair	Glen Christensen*
	Members	Bernard Neziol, Reg Moore, Richard Boyington, Reg Madison, Caitlin Turner, Ken Tota
	Responsibilities	Create a new 5 year plan, Review, maintain, update and amend strategic plan as required.

Rookie Committee	Advisors	Cam Johnson, Richard Boyington*
	Members	Jason Cherry, Caitlin Turner, Shawn Elovitz, Melissa Jarman, Andrea Berestovenko, Blaine Field
	Responsibilities	\$2500.00 budget. Plan an event/ activity/ fundraiser/ donation/ service project. Whatever decided it must meet the 4 way test. Anything related to Rotary. Any new members are on this committee for a year from date of joining. (flexible depending on time of the Rotary year)

Trip of the Month	Chair	Steve Assel
	Vice-Chair	Nada Askic
	Members	Mike Bijman*, Josie Kocsis, George Mychailenko
	Responsibilities	Organizing Trip of the Month Draw. Work with Sponsorship committee to obtain sponsors.

Youth Services	Chair Exchange	Bernard Neziol*
	Chair Services	Darion Boyington
	Members	Mike Bijman, Kelly Dzuba, Joe Persia, Mindy Gulas
	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.

2019-2020 Pods and Meeting Dates

Months	POD Leaders	POD Members	Rotary Theme
July 10 17 24 31	Jo-Anne Proctor		Start to Rotary Year
January 8 15 22 29	Paul Harding		Vocational Service
		Joe Persia	
		Jason Cherry	
		Steve Assel	
August 14 21 28	Justin Bester		Membership, Club Development
February 12 19 26			Peace and Conflict Resolution
		Andrea Berestovenko	
		Jeff Noble	
		Jan Mills	
		Cam Johnson	
		Caitlin Turner	
September 11 18 25	Mike Bijman		Basic Education and Literacy
March 11 18 25	Mindy Gulas		Water and Sanitation
		Blaine Field	
		Melissa Jarman	
		George Mychailenko	
		Bill Clarridge	
		Dr. Boyd Van Allen	
October 9 16 23 30	Kelly Dzuba		Economic / Community Development
April 8 15 22 29	Susan Brown		Maternal and Child Health
		Rino Bidenti	
		Ken Tota	
		Linda Bazioan	
		Reg Moore	
November 6 20 27	Bernard Neziol		The Rotary Foundation
May 13 20 27	Josie Kocsis		Youth Service
		Glen Christensen	
		Darion Boyington	
		Bill Harrow	
		Bruce Dzuba	
December 4 11 18	Gino Caputo	(meeting on 04 because 25 is off)	Disease Prevention and Treatment
June 10 17 24	Reg Madison	(24 is changeover?)	Rotary Fellowships
		Shawn Eliovitz	
		Mike Foster	
		Nada Askic	
		Karen Moore	
		Phil Race	

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) We do not host meetings on the first Wednesday of each month. The POD will arrange for a social event that will be different each month and designed to include spouses, partners, family members and friends.
- 2) Check to make sure member nametags are available.
- 3) 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.
- 4) Youth Services have many presentations prescheduled throughout the year, communicate with them to ensure they are aware of the dates and are prepared.
- 5) Take member attendance – “Weekly Attendance Report” – and select speaker gift.
- 6) 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
- 7) 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.
- 8) 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.
- 9) 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
- 10) Ensure that the following is given to Bernard/Brenda before breakfast:
 - a) Cash, Chits, 50/50 draw tickets and “Weekly Attendance Sheet”
 - b) Deck of Cards (50/50) draw
 - c) Binder
- 11) Ensure that the following is given to Bernard, Reg or Brenda after breakfast:
 - a) “Weekly Guest Report” (after the guests are announced)
 - b) Happy Buck/Fine Money
- 12) 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.
- 13) Every POD will be eligible to donate \$1000 during their assigned month to a qualified charity. There must be a request to the treasurer via e-mail in order to issue funds.
- 14) Bring at least one prospective member to club meeting during your month.

Also – Please post all programming for your month on Clubrunner at least 45 days in advance of your month and advise the President of POD member duties in advance of the meeting.