

The Rotary Club of Brantford - Sunrise Handbook

Rotary Year 2020 – 2021

Rotary International Motto

Rotary Opens Opportunities



Rotary's Areas of Focus

1. Peace Building and Conflict Resolution
2. Disease Prevention and Treatment
3. Water, Sanitation and Hygiene
4. Maternal & Child Health
5. Basic Education and Literacy
6. Community Economic Development
7. Supporting the Environment

International President: Holger Knaack - Germany

District 7090 Governor: Frank Adamson, Fonthill, ON

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.

2020/2021 Officers

President – Glen Christensen

Past President – Richard Boyington

President Elect – Ken Tota

Treasurer – Reg Moore

Secretary – Bernard Neziol

Directors – 1 Year Term

Jo-Anne Proctor

Justin Bester

Mike Bijman

Karen Moore

Directors – 2 Year Term

Jason Cherry

Melissa Jarman

Bruce Dzuba

Mindy Gulas

Sergeants At Arms – Michael Bijman and Jason Cherry

Past Presidents' Council

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

Bill Harrow
Bernard Neziol
John Coles
Richard Boyington

Jo-Anne Proctor
Justin Bester
Kevin Davis

Cam Johnston
Phil Race
Mark Littell

Paul Harris Fellows

Adam McInnis *	Ed Doucet *	Karen Williamson *	Neziol Insurance Group
Barry English	Ennio Trignani	Kent J. Dixon	Nick Rizzo *
Bernard Neziol *	Glen Christensen *	Kevin Crouse *	Paul Harding *
Butterworth, Johnson	Gregg Moore	Kevin Davis *	Phil Race *
Bill Harrow	Harry Sawchuk	Len Kesik	Ray Bednarz
Bob Coyne	Janice Mills *	Lisa Hooper	Real Perras
Boyd Van Allen *	Jeff Noble *	Liz Martorano	Reg Madison *)
Brantford Expositor	Jim Boughner	Lou Mestekemper	Reg Moore *
Cameron Johnston *	Jo-Anne Procter *	Lucy Marco	Rick Bullas *
Cathy Bohemier	Joe Persia *	Mark Gaskin *	Rick Sterne
Charlie Kopczyk	John Coles	Mark Littell *	Rob Crocock
Chuck Beach	John Johnson	Mary Welsh	Russ Weir *
Clarence Dick	John Utley	Michael Bijman *	Susan Brown *
Colleen Miller	Josh Bean	Mike Terdik *	Victor Witteveen
Crawford Reid	Justin Bester *	Millards Accountants	Virginia Bullas *
David Reeve	Karen Moore *	Nada Askic *	Walter Gretzky *
Wayne Branchaud	Linda Bazoian	Gladye Rizzo	Bruce Dzuba
Carol Cain	Debbie Brown	Nancy Gowing	Mindy Gulas
Nancy Tew-Sebbarras	Tim Simpson	Rick Shaver *	Brian Witteveen
Wayne Villamere	Mike Foster	Elsie Hankinson	Ken Paul Tota *

* Denotes Multiple Paul
Harris Fellow

2020-2021 Club Objectives

1. Sustain current membership while also growing 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. Establish community based “hand-on projects”. (Two per year)

2020-2021 Strategic Plan

Club Level

- One social event per month, inclusive of Fellowship events with 75% member attendance and friends/family and Friday Rotarians
- 100% engagement by all members – determine process to measure, monitor and ensure this is the case
- Fund Raising events – Cinco de Mayo, Canada Day, Trip of the Month
- Encourage PODS to book speakers three months in advance and enter information on calendar minimum 45 days in advance/Each POD to introduce 1 new potential member during their month.
- Increase overall membership by five. (Strive to retain 90% of June 30 members). This will require minimum 7 new members
- Select a Board Liaison to keep members informed through our monthly newsletter
- Hold one club fundraiser per year (e.g. - wine draw)
- Set aside 1 meeting at least every quarter to focus on committee meeting – followed by classification talk from existing or new member
- Form committee to identify new fund raiser (to be in place to replace present fundraiser when required)

Community Level

- Provide more outreach to and interaction with cultural groups, youth groups etc. The objective is for our Club to better reflect our community in order to better serve our community (diversity)
- Donate \$1000 per month to community agencies directed by club members through PODs.
- Continue with monthly Why Not dinners
- Explore club and community desire to implement “Dictionary Project”
- Continue Youth Exchange and Youth Service programs with ongoing ROTEX involvement.
- Financial support for Kids Can Fly, Imagination Library, SKIP, Alzheimer Society, ARTC.
- Initiate and finalize process for determining the clubs next major project (if time lines allow determine project during 2020/21 year)

Vocational Level

- Re-introduce Rotary Minute
- Encourage Vocation sharing – more classification talks (new and “old” members).
- Expand mentorship @ Why Not Youth Centers.
- Continue scholarship at Laurier University Brantford Campus and the addition of new scholarship or bursary (mature student, means based, college focused, Brantford based).
- Continue with “going to the community” to recognize deserving community volunteers with 3 PHFs
- Have two “major” speakers per year – invite Friday Club and community to attend

International Level

- Every Rotarian Every Year Support for The Rotary Foundation – 100% individual member support (to receive recognition from District)
- Support Polio Plus fund raisers in efforts to have polio eradicated (Minimum \$2,500)
- Actively participate in the global grant and the district project grant process – both financial and hands on support

Committee Chairs & Committees

*Board representative

1. Abuse Prevention/ Constitution & Bylaws	Chair	Bernard Neziol*
	Members	Bill Harrow, Caitlin Turner
		Review and update by-laws

2. Canada Day	Chair	Susan Brown
	Vice Chair	Bruce Dzuba*
	Members	Richard Boyington, Bill Clarridge, Shawn Eliovitz, Paul Harding, Kirby Brown, Blaine Field

3. Cinco de Mayo	Chair	Ken Tota
	Vice Chair	Darion Boyington
	Members	George Mychailenko, Karen Moore*, Kelly Dzuba, Linda Bazoian, Lisa Larocque

4. Fundraising	Chair	Justin Bester*
	Vice-Chair	
	Members	Karen Moore, Susan Brown, Jerry Lawlor, Andrea Berestevenko
	Responsibilities	Explore fundraising events and make recommendations to the board. These events can be short-term for immediate action and long-term to replace current fundraisers.

5. Global & District Grants	Chair	Richard Boyington*
	Vice Chair	Reg Madison
	Members	Justin Bester, Cam Johnston
	Responsibilities	Submitting recommendations to the Board for potential international service projects that will qualify for a Global Grant. Once adopted by Club will then administer global grant application.
		Submit recommendations to the Board for a project to be funded by a District Project Grant.

6. Major Projects and Donee Liaison	Chair	Jeff Noble
	Vice Chair	Bernard Neziol*
	Members	Jan Mills, Kelly Dzuba, Melissa Jarman, Shawn Eliovitz, Andrea Berestevenko
	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

7. Membership	Chair	Ken Tota *
	Vice-Chair	President Elect Nominee
	Members	Phil Race, Richard Boyington, Jeff Noble, Andrea Berestevenko, Glen Christensen,
	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.

8. Nominating	Chair	Richard Boyington*
	Vice-Chair	Glen Christensen
	Members	Jeff Noble, Chair of the Past Presidents' Council
	Responsibilities	Seek Board members and P.E.N.

9. Donation	Chair	Cam Johnston
	Vice-Chair	Jason Cherry*
	Members	Reg Moore, Lisa Larocque, Melissa Jarman
	Responsibilities	Review donation requests as needed and make recommendations to the board. Monitor and suggest POD donations.

10. 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. In collaboration with the Rotary Foundation and Awareness committee seek Paul Harris Fellowship candidates to recognize at community and club events.

11. Rotary Foundation Awareness and Education	Chair	Phil Race
	Members	Glen Christensen*, Rino Bedenti
	Responsibilities	Promoting the Foundation to club members and encouraging each member to donate to the Bequest society, EREY. In collaboration with the Public Relation and Club Communication committee seek Paul Harris Fellowship candidates to recognize at community and club events..

12. 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.

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

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

15. Rookie Committee	Advisors	Cam Johnston, Glen Christensen*
	Members	Blaine Field, Andrea Berestevenko, , Lisa Larocque, Jerry Lawlor
	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)

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

17. 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.

18. "Hands On" Community Projects

Chair	Jason Cherry*
Members	Melissa Jarman, Susan Brown, Mike Foster, Jerry Lawlor
Responsibilities	Seek out "hands on" projects in the community that need completing. Preferably with a non financial commitment but need a work force of volunteers. These projects can be completed by the club on their own or in partnership with another organization.

2020-2021 Pods and Meeting Dates

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

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) Each POD is responsible to bring at least one prospective member to a 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.