

The Rotary Club of Brantford - Sunrise Handbook

Rotary Year 2021 – 2022

Rotary International Motto



SERVE TO CHANGE LIVES

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: Shekhar Mehta

District 7090 Governor: Anne Bermingham

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

Directors – 1 Year Term

Directors – 2 Year Term

President – Ken Tota

Melissa Jarman

Darion Boyington

Past President – Glen Christensen

Bruce Dzuba

Justin Bester

President Elect – Jason Cherry

Mindy Gulas

Steve Assel

Treasurer – Mike Bijman

Neha Gutkar

Andrea Berestovenko

Secretary – Bernard Neziol

Sergeants At Arms – Neha Gutkar & Reg Madison

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
Glen Christensen

Cam Johnston
Phil Race
Mark Littell

Paul Harris Fellows

Steve Assel
Ray Bednarz
Carol Cain
Robert Crocock
Barry English
Mindy Gulas
Monica Hewitson
Charlie Kopczyk
Liz Martorano
Nancy Peddle
Gladys Rizzo
Justine Shortt
John Utley
Victor Witteveen

Linda Bazoian
Cathy Bohemier
Bill Clarridge
Clarence J. Dick
Mike Foster
Elsie Hankinson
Lisa T. Cooper
Sandy Lee
Colleen Miller
Real Perras
Nick Rizzo*
Tim Simpson
Wayne Villamere
Aaron Wynn

Chuck Beach
Jim Boughner
John Coles
Kent Dixon
Peggy Gautreau
William Harrow
John Johnson
Loretta A. Madison
Gregg Moore
Lisa Reeder
Harry G. Sawchuk
Nancy Tew-Seberras
Mary Welsh
Crawford Reid

Josh M Bean
Debbie Brown
Bob Coyne
Bruce Dzuba
Nancy Gowing
Cindy Hayward-Dale
Len Kesik
Lucy Marco
Dhruvisha Patel
Dave Reeve
Teresa Schoonings
Ennio Trignani
Brian Witteveen

Multiple Paul Harris Fellows

Nada Askic
Wayne Branchaud
Glen Christensen
Walter Gretzky
Reginald Madison
Adam K. McInnis
JoAnne Proctor

Justin Bester
Susan Brown
Kevin Davis
Paul Harding
Janice Mills
Bernard Neziol
Phil Race

Michael Bijman
Rick Bullas
Ed Doucet
Cameron Johnston
Karen Moore
Jeff Noble
Rick Shaver

Richard Boyington
Virginia Bullas
Mark B Gaskin
Mark H. Littell
Reginald Moore
Joseph Persia
Michael Terdik

Ken Tota

Boyd Van Allan

Karen Williamson

Certificates of Appreciation

Bettesworth Johnson
Brant Community
Healthcare System
Neziol Insurance Group
The Branford Expositor
Waterous Holden Amey
Hitchon LLP

2021-2022 Club Objectives

1. Sustain current membership while also growing membership.
2. Keep current members happy, engaged and informed.
3. Do good in the community.
4. Evaluate new fund raiser – lower effort, high return, decide which ones to keep.
5. Hold meaningful social activities, actively engage family members
6. Continue with community based “hand-on projects”. (Two per year)

2021-2022 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/Ribs to Go (one or the other), Canada Day/Online Auction (one or the other), Trip of the Month. All Covid 19 determined.
- 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 net membership by five. Enhance new member retention.
- Introduce a rookie of the year award to members during their first three years.
- Dedicate one or two whole meetings to ClubRunner training.
- Continue with 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 (Zoom breakout sessions) – followed by classification talk from existing or new member.
- Post Covid 19, Have the first meeting of the month as a social, the second and fourth Wednesday at the BGCC. The third, and possibly the fifth Wednesday by Zoom.

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.
- Continue Youth Exchange and Youth Service programs with ongoing ROTEX involvement.
- Financial support for Kids Can Fly/Imagination Library, SKIP, Alzheimer Society, ARTC.
- Finalize process for determining the clubs next major project (if timelines allow determine project during 2021/22 year).

Vocational Level

- Continue with Rotary Minute
- Encourage Vocation sharing – more classification talks (new and “old” members).
- Expand mentorship @ Why Not Youth Centers.
- Continue scholarship at Brantford campus of both Laurier University and Conestoga College.
- 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
	Responsibilities	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. Ribs to Go/Cinco de Mayo	Chair	Justin Bester*
	Vice Chair	Susan Brown
	Members	Jerry Lawlor, Paul Benedict, Jason Cherry, Andrea Berestovenko, Darion Boyington, Linda Bazonian, Karen Moore, George Mychailenko (one or the other)

4. Online Auction	Chair	Bruce Dzuba *
	Vice-Chair	Susan Brown
	Members	John Utley, Richard Boyington, Jerry Lawlor, Melissa Jarman, Joe Persia, Gino Caputo
Responsibilities	Work with the Sponsorship committee and develop new donors to continue this successful venture.	

5. Global & District Grants	Chair	Glen Christensen*
	Vice Chair	Richard Boyington
	Members	Justin Bester, Neha Gutkar
	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.

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6. Major Projects and Donee Liaison	Chair	Jeff Noble
	Vice Chair	Bernard Neziol*
	Members	Jan Mills, Kelly Dzuba, Melissa Jarman, Shawn Eliovitz
	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	Jason Cherry * (PE)
	Vice-Chair	(PEN)
	Members	Phil Race, Richard Boyington, Jeff Noble, Andrea Berestovenko, Glen Christensen, Paul Benedict
	Mentors	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	Glen Christensen*
	Vice-Chair	Ken Tota
	Members	Jeff Noble, Chair of the Past Presidents' Council
	Responsibilities	Seek Board members and P.E.N.

9. Donation	Chair	Cam Johnston
	Vice-Chair	Jessica Moran
	Members	Mike Bijman*, 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	Kelly Dzuba
	Members	Justin Bester (Facebook, Instagram), Paul Harding (Facebook, photography), Jason Cherry (Facebook, Instagram), Mike Bijman (Rotary.org) Kelly Dzuba (monthly newsletter), Neha Gutkar, Jessica Moran
	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 *, Reg Madison, Ken Tota
	Responsibilities	Promoting the Foundation to club members and encouraging each member to donate to the Bequest society, EREY. In collaboration with the Publix 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, Melanie Debassige
	Responsibilities	Support indigenous educational efforts and encourage all members to be aware of indigenous issues, history and culture.

13. Sponsorship	Chair	Glen Christensen*
	Vice Chair	Gino Caputo
	Members	Blaine Field, John Utley, Mark Littell Boyd Van Allen, Paul Harding
	Responsibilities	Seek and liaise with sponsors for fundraisers and special events.

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

15. Trip of the Month	Chair	Steve Assel
	Vice-Chair	Nada Askic
	Members	Mike Bijman, George Mychailenko, Kirby Brown, Bill Claridge, Glen Christensen
	Responsibilities	Organizing Trip of the Month Draw. Work with Sponsorship committee to obtain sponsors.

16. Youth Services	Chair Exchange	Bernard Neziol*
	Chair Services	Darion Boyington
	Members	Mike Bijman, 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.

17. "Hands On" Community Projects	Chair	Melissa Jarman*
	Members	Mike Foster, Jerry Lawlor, Susan Brown, John Utley, Paul Benedict, Mindy Gulas
	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.

18. Satellite Club Development Committee	Chair	Jason Cherry*
	Members	Bernard Neziol, Mindy Gulas, Andrea Berestovenko, Neha Gutkar. District rep: Dale Hall
	Responsibilities	

19. Club Administration	Chair	Bernard Neziol*
	Members	Jeff Noble, Glen Christensen
	Responsibilities	Oversee club operations and committees

2021-2022 PODS and Meeting Dates

Months	POD Leaders	POD Members	Rotary Theme
July 7 14 21 28	Gino Caputo	Michael Bijman Richard Boyington	Start to Rotary Year
January 12 19 26	George Mychailenko	Glen Christensen Melanie Debassige Bernard Neziol Joseph Persia	Vocational Service
August 4 11 18 25	Bruce Dzuba	Linda Bazoian Darion Boyington	Membership, Club Development
February 9 16 23	Cameron Johnston	Jason Cherry Reg Madison Phil Race	Peace & Conflict Resolution
September 8 15 22 29	Kelly Dzuba	Jessica Moran Steve Assel	Basic Education and Literacy
March 9 16 23 30	Justin Bester	Andrea Berestovenko Kirby Brown	Water & Sanitation
October 13 20 27	Shawn Eliovitz	Nada Askic Bill Clarridge	Economic / Community Development
April 13 20 27	Blaine Field	Neha Gutkar Jan Mills	Maternal & Child Health
November 10 17 24	Karen Moore	Jeff Noble Rino Bidenti	The Rotary Foundation (Remembrance Day)
May 11 18 25	Mike Foster	Mindy Gulas Paul Harding Jerry Lawlor	Youth Service
December 8 15 22 29	Susan Brown	Linda Bazoian Paul Benedict	Disease Prevention & Treatment
June 8 15 22 29	Caitlin Turner	William Harrow Melissa Jarman (29 th is changeover)	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) Put all cash for the 50/50 draw tickets and breakfast in one container.
 - b) All Chits
- 7) Sell elimination draw tickets. When 3 tickets are bought at one time, please rip them apart when putting them in the container.
- 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 or provide on line version
 - 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, elimination draw tickets and “Weekly Attendance Sheet”
 - b)
 - 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.