

# **The Rotary Club of Brantford - Sunrise Handbook**

**Rotary Year 2023 – 2024**

**Rotary International Motto**

***Theme 2023-2024***



**CREATE HOPE  
in the WORLD**

# 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: Gordan McInally**

**District 7090 Governor: Scott Marcin**

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# 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.

## 2023/2024 Officers

President – Andrea Berestovenko

Past President – Jason Cherry

President-Elect – John Utley

Treasurer – Mike Bijman

Secretary – Bernard Neziol

## Directors – 1 Year Term

Bruce Dzuba

Jerry Lawlor

Emily Miller

Susan Brown

Satellite Club chair – Chris Haesler

## Directors – 2 Year Term

Cameron Johnston

Kelly Dzuba

Paul Harding

Phil Race

**Sergeants At Arms – Justin Bester & Mark Littell**

## Past Presidents' Council

Bill Harrow	Cam Johnston		
Bernard Neziol	Justin Bester	Phil Race	Reg Madison
Kevin Davis	Mark Littell	Boyd Van Allen	Richard Boyington
Glen Christensen	Ken Tota	Jason Cherry	

## Paul Harris Fellows

Stephen Assel	Linda Bazoian	Chuck Beach	Jennifer Beal
Josh M Bean	Ray Bednarz	Cathy Bohemier	Jim Boughner
Debbie Brown	Carol Cain	Jason Cherry	Bill Clarridge
John Coles	Bob Coyne	Robert Crocock	Clarence J. Dick
Kent Dixon	Barry English	Mike Foster	Laura Fretz
Peggy Gautreau	Nancy Gowing	Dale Hall	Elsie Hankinson
William Harrow	Cindy Hayward-Dale	Monica Hewitson	Lisa T. Hooper
John Johnson	Antony Jose	Len Kesik	Charlie Kopczyk
Zack Lapinski	Sandy Lee	Loretta Madison	Lucy Marco
Liz Martorano	Colleen Miller	Gregg Moore	Filip Pajtondziew
Dhruvisha Patel	Nancy Peddle	Real Perras	Bob Przednowek
Lisa Reeder	Dave Reeve	Michelle Regan	Glayde Rizzo
Nick Rizzo	Harry G. Sawchuk	Teresa Schoonings	Justine Shortt
Tim Simpson	Andrea Stefanchuk	Nancy Tew-Seberras	Ennio Trignani
John Utley	Wayne Villamere	Mary Welsh	Brian Witteveen
Victor Witteveen	Aaron Wynn		

## Multiple Paul Harris Fellows

Nada Askic	Justin Bester	Michael A. Bijman	Richard Boyington
Wayne Branchaud	Susan Brown	Rick Bullas	Virginia Bullas
Glen Christensen	Kevin Davis	Ed Doucet	Bruce Dzuba
Mark B. Gaskin	Walter Gretzky	Mindy Gulas	Paul Harding
Cameron Johnston	Mark H. Littell	Adam McInnis	Janice E. Mills
Reginald Madison	Karen Moore	Reginald Moore	Bernard T. Neziol
Jeff Noble	Joseph R. Persia	Jo-Anne F. Procter	Phil Race
Rick Shaver	Michael Terdik	Ken Tota	Boyd Van Allen
Karen Williamson			

## Certificates of Appreciation as of June 13, 2023

- Bettsworth Johnson Chartered Accountants
- Brant Community Healthcare System
- Brant County Health Unit
- Neziol Insurance Group

## Certificates of Appreciation as of June 13, 2023 Cont'd

- The Brantford Expositor
- Waterous Holden Amey Hitchon LLP

## 2023-2024 Club Objectives

- Enhance Club visibility within the community via social media/newsletter/print media
- Create two new fundraisers
- Ensure pods create a variety of social activities that can engage friends, family, and the satellite club
- Continue and expand Hands-On Committee activities: Flower distribution, Grand River Clean-up in coordination with Friday Club, toy drive, etc.
- Grow membership with a focus on meaningful diversity
- Reach out to cultural communities in Brantford for fellowship and mutual activities
- Use technology to enable online speakers at live meetings

## 2023-2024 Strategic Plan

### Club Level

- Achieve Rotary Citation
- Integrate the principles of DEI (Diversity, Equity, and Inclusion) into all aspects of club meetings and activities
- President-Elect to give board meeting summary at next club meeting after board meeting
- Committee Corner: each meeting (or every other meeting) have a committee chair speak to the club about their activities and need for support from the membership
- Expand and maintain club history on website: list of activities, fundraisers, supported organizations, photos

- One social event per month with invitation to Satellite Club and Friday Rotarians.
- Fund Raising events – Trip of the Month, Online auction, Canada Day, possibly one more
- One meeting a month have 1 classification talks
- Create and maintain speaker list for pods and classification talk schedule
- Increase overall net membership by five. Enhance new member retention.
- Hold at least one club fundraiser per year (e.g. - wine draw).

## **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 the diverse face of our community.
- 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

## **Vocational Level**

- Continue with Rotary Minute and Classification talks
- Expand mentorship at Why Not Youth Centers.
- Continue with “going to the community” to recognize deserving community volunteers with 3 PHFs
- Have two “major” speakers per year – invite Friday Club, Satellite 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

<b>1. Abuse Prevention/ Constitution &amp; Bylaws</b>	Chair	Bernard Neziol*
	Members	Bill Harrow
	Responsibilities	Review and update by-laws

<b>2. Canada Day</b>	Chair	Jason Cherry*
	Vice Chair	
	Members	Bill Clarridge, Shawn Eliovitz, Paul Harding, Jason Cherry, Susan Brown
	Responsibilities	Plan the club's participation in Brantford's Canada Day events

<b>3. Fundraising</b>	Chair	Jerry Lawlor
	Vice Chair	Jason Cherry *
	Members	Linda Bazoian, Susan Brown
	Responsibilities	Conceive and run two major fundraisers in the year (such as Ribs-to-go). Guide members if they would like to run smaller fundraising efforts.

<b>4. Online Auction</b>	Chair	Jerry Lawlor *
	Vice-Chair	Susan Brown
	Members	John Utley, Richard Boyington, Jerry Lawlor, Joe Persia, Gino Caputo, Linda Bazoian, Rino Bidenti, Glen Christensen, Kelly Dzuba
	Responsibilities	Plan and implement Online Auction, collect donations with the help of the entire club

<b>5. Global &amp; District Grants</b>	Chair	Glen Christensen
	Vice Chair	Richard Boyington
	Members	Justin Bester
	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.

<b>6. Major Projects and Donee Liaison</b>	Chair	Bernard Neziol*
	Vice Chair	Jerry Lawlor, Kelly Dzuba, Shawn Elovitz
	Members	
	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>7. Membership</b>	Chair	Jason Cherry*
	Vice-Chair	John Utley (PE)
	Members	Phil Race, Richard Boyington, Glen Christensen
	Mentors	Paul Harding, 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. DEI Committee**

Chair	Jason Cherry
Vice-Chair	
Members	Nicole Clarkson, Richard Boyington, Darion Boyington
Responsibilities	Implement Rotary International's Diversity, Equity, and Inclusion initiative in the club.

**9. Nominating**

Chair	Jason Cherry
Vice-Chair	Andrea Berestovenko
Members	, Chair of the Past Presidents' Council
Responsibilities	Seek Board members and P.E.N.

**10. Donation**

Chair	Glen Christensen
Vice-Chair	
Members	Mike Bijman, Cameron Johnson, Jerry Lawlor, Bill Harrow
Responsibilities	Review donation requests as needed and make recommendations to the board. Monitor and suggest POD donations.

**11. Public Relations and Club Communication**

Chair	Justin Bester*
Vice Chair	Kelly Dzuba
Members	Justin Bester, Paul Harding, Kelly Dzuba (monthly newsletter), Richard Boyington
Responsibilities	Responsible for public relation efforts and promotion of the club on social media and with newsletter.  Populate Club History page on website. List of events/fundraisers/etc. per year as well as a section for recipients of funds. Photos as possible.

<b>12. Rotary Foundation Awareness and Education</b>	Chair	Phil Race
	Members	Glen Christensen , Reg Madison, Ken Tota, Richard Boyington
	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.

<b>13. Honouring Indigenous People (HIP)</b>	Chair	Reg Madison
	Vice-Chair	Darion Boyington*
	Members	Richard Boyington,
	Responsibilities	Support indigenous educational efforts and encourage all members to be aware of indigenous issues, history and culture.

<b>14. Sponsorship</b>	Chairs	John Utley
	Members	Nicole Clarkson, John Utley, Mark Littell Boyd Van Allen, Paul Harding, Susan Brown, Bruce Dzuba*, Laurie MacIntyre, Gino Caputo
	Responsibilities	Seek and liaise with sponsors for fundraisers and special events.

<b>15. Strategic Planning</b>	Chair	Andrea Berestovenko
	Vice Chair	John Utley
	Members	Bernard Neziol, Reg Madison, Jason Cherry, Justin Bester
	Responsibilities	Create a new 5-year plan when required, Review, maintain, update and amend strategic plan as required Assist President-Elect in preparing for their year.

<b>15. Trip of the Month</b>	Chair	Blaine Field
	Vice-Chair	Steve Assel
	Members	Mike Bijman, George Mychailenko, Bill Claridge
	Responsibilities	Organizing Trip of the Month Draw

<b>16. Youth Services</b>	Chair Exchange Chair Services	Bernard Neziol*
	Members	Mike Bijman, Joe Persia,
	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.

<b>17. “Hands On” Community Projects</b>	Chair	Ken Tota Mike Foster,
	Members	John Utley, Linda Bazoian, Nicole Clarkson, Shawn Stuart
	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.

<b>18. Satellite Club Committee</b>	Chair	Chris Haesler
	Members	Jason Cherry, Bernard Neziol
	Responsibilities	Manage Satellite Club on an ongoing basis

**19. Club Administration**

Chair	Bernard Neziol*
Members	Andrea Berestovenko
Responsibilities	Oversee club operations and committees. Committee populated by secretary and president.

## Pods Duties

**Each Pod is responsible for arranging weekly meetings during their month. The pod system fairly divides the tasks up among the membership. It is important that all pod members do their part and contribute.**

### **To be prepared before your 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. This event is in lieu of a meeting on the first Wednesday of the month. The event does not have to be held on the Wednesday.
- Coordinate speakers at least a month in advance. Try to have speakers that align with monthly theme or significant time of year (e.g. Black History Month). Post speakers on Club Runner calendar and inform PR committee of prominent speakers that should be promoted as early as possible. Provide brief bios.
- Arrange to include a rotary minute or brief classification talk per month (not in lieu of a guest speaker)
- Pod leader to assign meeting duties to pod members using provided form and submit form to president prior to start of their month along with brief speaker bios.
- Select recipient of \$1000 monthly pod donation. There must be a request to the treasurer via e-mail in order to issue funds.
- Arrange for at least one new prospective member to attend a meeting

### **Duties at the meeting:**

- **ARRIVE BY 6:45am** to set up front table, speaker's lectern, and audio/video equipment as necessary
- Take attendance of members and guests and provide to secretary. Ensure all members and guests pay with cash or e-transfer. The following are exempt from payment: guest speakers, cheque recipients, exchange students, potential members first three meetings
- Greet attendees, especially guests and prospective members and introduce to president, president-elect, secretary, etc.
- Sell 50/50 elimination draw tickets and place all tickets, cash in bin
- Provide cash, attendance sheet, and 50/50 tickets to club secretary
- Collect fines and happy bucks during SAA session
- Introduce and thank guest speaker
- Collect name tags from members at end of meeting and put away front table, lectern, and audio-video supplies

Pod	Meetings	Rotary Theme	Pod Leaders	Pod Members
1	July 12 19 26	Transition Month	Steve Assel	William Harrow Blaine Field Mark Littell
	January 10 17 24 31	Vocational Service	Laurie MacIntyre	Darion Boyington Phil Race
2	August 9, 16, 23, 30	Membership & Extension	Michael Bijman	Linda Bazoian Ken Tota Gino Caputo
	February 14 21 28	Peace and Conflict Prevention/Resolution	Justin Bester	Joe Persia (August)
3	September 6 13 20 27	Basic Education and Literacy	Jerry Lawlor	Bernard Neziol Kevin Davis Bill Clarridge
	March 13 20 27	Water and Sanitation	Richard Boyington	Reg Madison
4	October 11 18 25	Economic and Community Development	Glen Christensen	John Utley Kelly Dzuba Shawn Stuart
	April 10 17 24	Maternal and Child Health	Jason Cherry	George Mychailenko
5	November 8 15 22 29	The Rotary Foundation	Shawn Eliovitz	Jason Cherry Andrea Berestovenko Bruce Dzuba
	May 8 15 22 29	Youth Service	Nicole Clarkson	Paul Harding
6	December 13 20	Disease Prevention and Treatment	Rino Bidenti	Rino Bidenti Mike Foster Karen Moore
	June 12 19 26	Rotary Fellowships	Blaine Field	Cameron Johnston



