*Committee Objectives & Goals Report Beginning of Year*

*(Due July 1)*

RotarySmall

Committee Name Newsletter Chair

Committee Members

Co-Chair(s)

**Committee objectives**

1. Responsible for publication and distribution of electronic newsletter.
2. Ensures each month has a coordinator

**Committee goals**

**Committee Operations**

|  |  |
| --- | --- |
| When/where does the committee meet? |  |
| Who attends? |  |
| Any new members? |  |
| Are you in need of new members? |  |
| Budget request (please itemize) |  |
| What additional support do you request from the Board or Club? |  |
| Do all committee members have a copy of the committee’s goals? |  |
| If additional resources were available what more could your committee accomplish? |  |

RotarySmall*Committee Report End of Year (Due June 1)*

Committee Name Newsletter Chair

Committee Members

Co-Chair(s)

**Accomplishments**

3.

4.

**Committee Operations**

|  |  |
| --- | --- |
| How many meetings were held during the year? |  |
| Who attended? |  |
| Any new members? |  |
| Did your committee use all its budgeted funds, if any? |  |
| Budget request for the next Rotary year. |  |
| What does the committee need to complete their work (if anything?) |  |
| What recommendations do you suggest for the next Rotary year? |  |

Thank you for your service to the Rotary Club of Flint