

**Ink 67: Introduction to  
Standing Committees of  
Maryborough Rotary  
2022-23**



**Rotary exists to do good in the world.**

**This is the stated aim of the Rotary Foundation, but is also the implied aim of Rotary itself.**



David C. Forward





## **WELCOME TO ROTARY**

We are neighbors, community leaders, and global citizens uniting for the common good. With you, we can accomplish even more.

**It is understood that Rotary members join so they can do a better job of doing good in the world than they could alone.**

# Doing good is the “work” of Rotarians



**Rotary Clubs all over the world tend to do good and do their “work” with a similar set of standing committees.**





**There may be differences between the actual number and names of committees in different clubs, but ultimately, all clubs are expected to cover the “jobs” or work of the standard list of Rotary committees.**

## OPTION 1: Standard Rotary Club Committees

### COMMITTEES

Club  
administration

Membership

Public  
image

Service  
projects

Rotary  
Foundation

### POSSIBLE SUBCOMMITTEES

- Club program
- Member communications
- Website
- Social events

- Attraction
- Engagement
- New member orientation
- Diversity

- Media relations
- Advertising and marketing
- Web and social media

- International
- Community
- Vocational
- Youth service
- Fundraising (for club projects)

- Polio
- Fundraising (for grants)
- Grants

This is the current **“Standard” structure** – smaller clubs would do without the sub-committees

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In our club, these 5 committees are called our  
**“Governance committees”**



## OPTION 1: Standard Rotary Club Committees

COMMITTEES	Club administration	Membership	Public image	Service projects	Rotary Foundation
POSSIBLE SUBCOMMITTEES	<ul style="list-style-type: none"><li>• Club program</li><li>• Member communications</li><li>• Website</li><li>• Social events</li></ul>	<ul style="list-style-type: none"><li>• Attraction</li><li>• Engagement</li><li>• New member orientation</li><li>• Diversity</li></ul>	<ul style="list-style-type: none"><li>• Media relations</li><li>• Advertising and marketing</li><li>• Web and social media</li></ul>	<ul style="list-style-type: none"><li>• International</li><li>• Community</li><li>• Vocational</li><li>• Youth service</li><li>• Fundraising (for club projects)</li></ul>	<ul style="list-style-type: none"><li>• Polio</li><li>• Fundraising (for grants)</li><li>• Grants</li></ul>

Up until the 2020-21 Rotary year, these 4 sub-committees were called our **“Service Committees”**



Month	5 x Governance Committees	4 x Service Committees
July	During Weekly Meeting	Via Zoom or at a Home
August	Via Zoom or at a Home	During Weekly Meeting
September	During Weekly Meeting	Via Zoom or at a Home
October	Via Zoom or at a Home	During Weekly Meeting
November	During Weekly Meeting	Via Zoom or at a Home
January	Via Zoom or at a Home	During Weekly Meeting
<b>Governance and Service meetings will alternate their locations and times each month.</b>		

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Community	International	Vocational	Youth
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You may be interested to know that whilst we have 4 Service committees, there are actually **5 avenues of service** in Rotary: the four listed as our committees above, and the other one is **Club Service**.

**Club service** refers to service like working on the Board, attending committee meetings, running the AV equipment, taking money at meetings, greeting members as they arrive etc.



Rotary

## 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.

# These avenues of service emerged from the original "Object" of Rotary

Club service

Vocational service

Community service

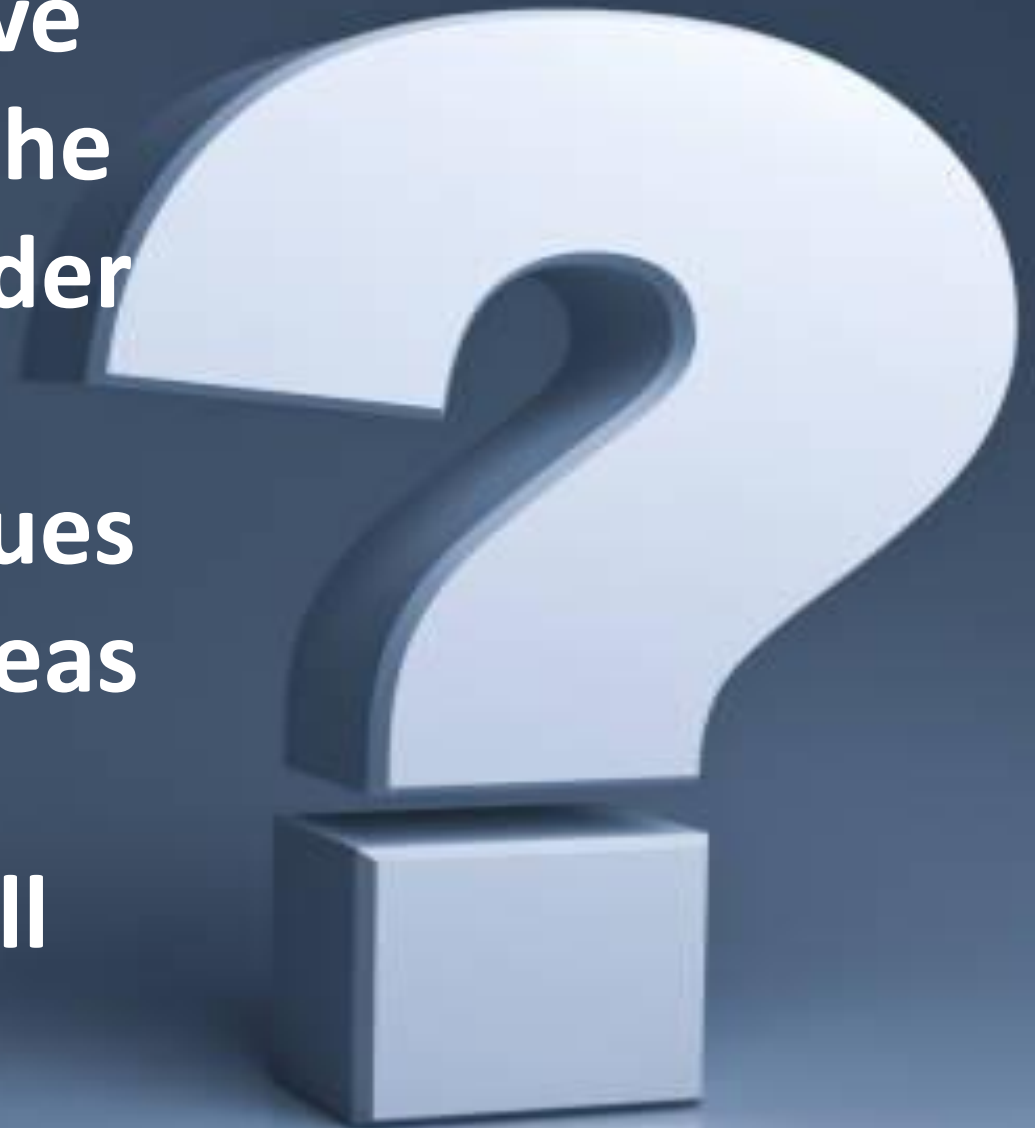
International service

Youth service was officially added in 2010.

**If you're confused by Rotary's  
2 mottos of "Service above  
self" and "Doing good in the  
world", you may also wonder  
about the differences  
between Rotary's "5 Avenues  
of Service" and their "7 Areas  
of Focus"**

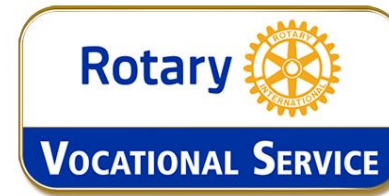
**The next slide brings it all  
together.**

**Rotary is on about...**



# Service Above Self by Doing Good

## in these 5 Avenues of Service...



...whilst being guided by these 7 Areas of Focus



Basic  
Education  
& Literacy



Maternal &  
Child  
Health



Peace &  
Conflict  
Prevention/  
Resolution



Disease  
Prevention  
&  
Treatment



Water,  
Sanitation  
& Hygiene



Community &  
Economic  
Development



Support the  
Environment

**5 x Governance  
Committees**

**4 x Service  
Committees**

**Every member is asked to volunteer for one of the  
5 Governance planning committees, **AND** one of  
the 4 Service planning committees.**



**5 x Governance  
Committees**

**4 x Service  
Committees**

**Note that these committees are **planning** committees – every club member is able to assist and contribute to the work being done by **ANY** of the Governance and Service committees – depending on the member’s availability and interest.**

The President **Garry Higgins** is on all Service and Governance Committees

**GOVERNANCE** committees for **2022-23**

**Chairs are in red.** \* Rotarians on leave.

<b>Administration</b>	<b>Foundation</b>	<b>Fundraising</b>	<b>Membership</b>	<b>Public Image</b>
<b>Geoff James</b>	<b>Alison Teese</b>	<b>Brian Reed</b>	<b>Tracey Smith</b>	<b>Austin Taylor</b>
	<i>Minney Mouse</i>	<i>Bill Bloggs</i>	<i>Marianne Smith</i>	<i>Jenny Jones</i>
		<i>Donald Duck</i>		

**Accordingly, every member is asked to “sign-up”  
for one of these Governance committees...**

SERVICE committees for 2022-23				<p><b>Note: Service committees may set up planning sub-committees for various projects as required e.g. Family Violence, Tower Project, Literacy Project etc. Members of these committees will be listed separately.</b></p>
Community	International	Vocational	Youth	
Leigh Williamson	Louise Hanby D'Wynn	Meryl James	Martin Mackay	
<i>Minney Mouse</i>	<i>Bill Bloggs</i>	<i>Marianne Smith</i>	<i>Jenny Jones</i>	
	<i>Donald Duck</i>			

**...and one of these 4 Service committees.  
You may join sub-committees at a later stage.**

**At their first meeting, committees will be asked to come up with their program of activities for the coming year.**



**The program will typically include some ongoing customs as well as some new or refreshed significant projects – e.g.**

<b>Vocational Committee</b>	
<b>Ongoing Customs</b>	<b>New Projects?</b>
Toasts to a world Rotary club	Apprenticeship Awards
Shine On Awards	
Student Mentors	

**So what are these  
Governance and Service  
committees all about?  
How do they assist you to do  
good in the world?**

# **Governance Committee 1:**

## **ADMINISTRATION**

**Ensures the smooth operation of meetings and the club by managing and monitoring administrative matters e.g.,**

- **Communication e.g. Bulletin**
- **Program and Monthly chair**
- **Compliance with Consumer Affairs & Rotary**
  - **Meeting venue and meals**
  - **History and Records**
  - **Asset Register etc. etc.**

# Past Administration Customs/ Projects

<b>ADMINISTRATION</b>	
<b>PAST ONGOING CUSTOMS</b>	<b>PAST NEW OR REFRESHED PROJECTS</b>
Invite prominent local businesspeople to provide updates on developments in industry as part of the Program	Arrange for Honour Boards to be installed at Havilah
Manage the Meeting program for the club	
Ensure that regular fun/social activities are included in the program once every 6 weeks	
Survey members and determine the best timings for committee meetings	
Encourage members to give apologies if they cannot attend	
Manage the club's asset register	
Manage the club bar	
Ensure an emailed bulletin is provided to members each week	
Monitor the suitability of the meeting venue and meals	
Manage the club's history and archives	
Monitor attendance at meetings	
Monitor the set up for meetings	
Ensure appointment of meeting chairs in conjunction with the Program team	
Manage technology and Zoom	
Monitor Risk Management processes and documentation	
Ensure club meetings are service focused	
Clarify the Cause of our club shed at the airport	
Conduct a food handling training activity	
Ensure every committee has a standby chair and someone being groomed to be the next chair	
Ensure committee budgets are prepared by mid-July	
Explore Collaborations with other service clubs/or clubs in wider community	
Provide training for newer board members/chairs	
Report the number of hours spent on projects to the My Rotary site	
Invite families to meetings	
Monitor compliance with the Presidential Citation	
Produce a PDF emailed annual report in July	



## **Governance Committee 2: FUNDRAISING**

**Coordinates and monitors all fundraising projects and programs within the club e.g.,**

- **Develops a fundraising plan**
- **Encourages and facilitates the generation and evaluation of new fundraising ideas**
  - **Monitors and assists fundraising sub-committees as required**

# Past Fundraising Customs/ Projects

<b>FUNDRAISING</b>	
<b>PAST ONGOING CUSTOMS</b>	<b>PAST NEW OR REFRESHED PROJECTS</b>
Identify genuine community needs as a basis for new projects	Conduct two annual Bike Ride events as fundraisers for needy Club Projects
Facilitate club participation in the Ballarat <u>Swapmeet</u>	Conduct a <u>Fund Raising</u> Bus Trip to the Warracknabeal Silo Art Trail
Restructure the role of Fundraising <u>C'tee</u> to manage 4-5 Fundraising events each year	Conduct a Movie Nights in July as Fundraiser for Youth Programs (Defy the Drift)
Participate in the Bunnings Sausage Sizzle (Kangaroo Flat)	Conduct a "Non-Event" fundraiser - participants pay not to be there
Provide the Barbeque at the Energy Breakthrough	Conduct a New Year's Eve Dance to raise funds for club projects
Conduct Friday Night Footy Frenzy during the Footy Season and Finals (for the International Committee)	Conduct a "Rock n Roll" night to raise funds for Club Projects
Raise money for Family Violence through an Annual Harness Racing event	Conduct a combined service clubs and Volunteers Dinner
Encourage members to come up with new <u>Fund raising</u> ideas and ensure there is adequate member support for those ideas that are adopted	Conduct an Antique Show in Maryborough
Co-ordinate the club fundraising calendar	Conduct a club raffle
	Conduct a weekly Barbeque for Community Groups at <u>Cramer's Mitre 10</u>

# **Governance Committee 3:**

## **MEMBERSHIP**

**Develops and implements a comprehensive plan for the recruitment, retention, education and welfare of members e.g.,**

- **Conducts recruitment drives**
- **Manages mentor program**
- **Maintains member induction and exit processes**
  - **Monitors member welfare etc.**

# Past Membership Customs/ Projects

<b>MEMBERSHIP</b>	
<b>PAST ONGOING CUSTOMS</b>	<b>PAST NEW OR REFRESHED PROJECTS</b>
Manage ALUMNI CONTACT	Promote CORPORATE memberships
Manage FRIENDS OF ROTARY	
Promote MEMBER DEVELOPMENT	
Manage MENTORING Program	
Promote MEMBER RECRUITMENT Events	
Manage Member WELFARE & ENGAGEMENT	
Maintain the member INDUCTION process	
Monitor Focus groups	
Encourage / Promote Member Elevator talks	

## **Governance Committee 4: PUBLIC IMAGE**

**Develops and implements plans to provide the public with engaging information about Rotary, and to promote the club's service and fundraising projects and activities e.g.,**

- Manages social media activity**
- Feeds relevant information to the local press and radio station**
- Monitors the use of the Rotary brand etc.**

# Past Public Image Customs/ Projects

<b>PUBLIC IMAGE</b>	
<b>PAST ONGOING CUSTOMS</b>	<b>PAST NEW OR REFRESHED PROJECTS</b>
Provide focussed posts for Facebook on a weekly basis	Explore adds on Goldfields FM
Provide articles and photos for the local paper at least once a month	Prepare/ maintain a brochure to promote the club
Maintain a Family Violence profile in the community	Arrange for members to talk with the media about their own or the club's Rotary story
Provide regular input into the local Radio station	
Continue the Rotary program on Goldfields FM	
Monitor the use of Rotary's brand in club Social media and literature	
Promote the club's service activities on Instagram at least 4 times a month	
PROMOTE the Club LOCALLY	
Manage SOCIAL MEDIA	
Monitor the website for Public Image issues in conjunction with the Administration committee	
Manage Rotary RADIO	
Feed material to ADVERTISER	
Monitor the use of the ROTARY BRAND	
Prepare /maintain a BROCHURE to promote the club	

## **Governance Committee 5: ROTARY FOUNDATION**

**Develops and implements plans to support the Rotary Foundation through both financial contributions and program participation e.g.,**

- Encourages and facilitates member giving and bequests to the Foundation**
- Promotes the outcomes of Foundation programs**
- Encourages and facilitates use of Rotary District Grants**

# Past Rotary Foundation Customs/ Projects

<b>ROTARY FOUNDATION</b>	
<b>PAST ONGOING CUSTOMS</b>	<b>PAST NEW OR REFRESHED PROJECTS</b>
Encourage at least one extra member to contribute bequest money to the Foundation this year	Work with the International Committee to apply for a District Grant for a project
Promote the Centurion programs and encourage every member to contribute at least \$100 per year to the Foundation Annual Fund	
Work with the Fundraising committee to raise at least \$500 for Polio Plus via an event	
Hold a public event to promote the Rotary Foundation	
Hold a Polio day/event to raise awareness of, and raise funds for Polio	
Monitor the giving of members to the Foundation	
Suggest names to the Board for 1-2 members (or community members)	



## **Service Committee 1: COMMUNITY SERVICE**

**Promotes, manages and monitors service projects that do good in the local and district community e.g.,**

- Environmental programs like Brian Dowie Conservation park and Tower project**
- Monitors #SayNO2familyviolence program**
- Manages donations or support to other local service organizations**

# Past Community Service Customs/Projects

<b>COMMUNITY SERVICE</b>	
<b>PAST ONGOING CUSTOMS</b>	<b>PAST NEW OR REFRESHED PROJECTS</b>
Provide Baby books for the Hospital	Provide buddy benches for a selected number of schools
Explore ways of supporting Breakfasts at MEC	Prepare a history board of the Maryborough Community (not done)
Expand support for the Family Violence Program in relation to a specific thrust	Provide \$10000 for the ambulance transfer station at the airport
Facilitate and Promote Bowelscan	Conduct a community needs analysis – what the community needs from community groups, and how Rotary can best interface with them. (not done)
Provide a donation to the local Probus Bowls Day in November	
Participate in the Harness Racing Fundraising Days for Family Violence	
Provide a donation to the local Garden Club Competition	
Conduct Club Working Bees at Brian Dowie Park this year	
Increase the number of members involved in Service projects (Citation 2.2/5)	
Develop a roster to supervise a checkpoint at the Energy Breakthrough	
Provide books for Grade 4 students at MEC	

## **Service Committee 2: INTERNATIONAL SERVICE**

**Manages and monitors projects that do good in other parts of Australia, in Overseas countries and for the world e.g.,**

- Promotes peace in the world through support of peace scholarships, or Rotary's Ukraine project**
- Facilitates donations to deserving international projects or programs like "Shelterbox" or "ROMAC" (Medical Aid for children)**

# Past International Service Customs/ Projects

<b>INTERNATIONAL SERVICE</b>	
<b>PAST ONGOING CUSTOMS</b>	<b>PAST NEW OR REFRESHED PROJECTS</b>
Explore options for club member involvement in Friendship Exchanges	Support the next stage of the Sri Lanka project
Facilitate International toasts from members each week	Support an orphanage in Surabaya
Provide one Disaster Aid box or the equivalent this year	Provide funds for the Cleft Palate program
Conduct a "Days for Girls" event with Zonta members	Provide funds for The Ukraine War Effort
Explore other clubs with which we can undertake an international project e.g., Group 7 clubs	
Have a Skype meeting with an International club	
Provide funds to support DIK - sell books from school	
Provide one Aqua box or the equivalent this year	
Apply for a Global Grant to support our International Project	

## **Service Committee 3: VOCATIONAL SERVICE**

**Manages and monitors programs that promote “good work” and ethical practices in the workplace, and which encourage Rotarians to “do good” and act ethically in their own vocations and their day to day lives e.g.,**

- Explore the application of Rotary’s 4-Way Test
  - Visit local workplaces****
- Honour people who despite disabilities continue to serve the community etc.**

# Past Vocational Service Customs/ Projects

<b>VOCATIONAL SERVICE</b>	
<b>PAST ONGOING CUSTOMS</b>	<b>PAST NEW OR REFRESHED PROJECTS</b>
Get past scholarship recipients to speak at the club about their experiences	Conduct the Pride of Workmanship event
Conduct 2 vocational visits to local work places this year	Conduct a Young Entrepreneurship training event with a visiting speaker
Continue <u>3 minute</u> member talks but about inspirational moments in members' vocations	
Invite careers teachers to speak to the club	
Conduct a <u>Four way</u> test meeting extending the focus on ethics	
Encourage participation in Global networking (fellowships, action groups) - June 2020	
Nominate a local recipient for the Shine On Awards	

## **Service Committee 4: YOUTH SERVICE**

**Manages and monitors programs that do good for young people e.g.,**

- Sponsor young people to attend programs like Defying the Drift, RYPEN, or RYLA**
- Conduct leadership development programs for local young people such as “LIFT”**
  - Assist with the mentoring of young people**
  - Encourage the development of literacy in the community**

# Past Youth Service Customs/ Projects

<b>YOUTH SERVICE</b>	
<b>PAST ONGOING CUSTOMS</b>	<b>PAST NEW OR REFRESHED PROJECTS</b>
Sponsor 1 student to attend <u>Rypen</u>	Conduct a community needs assessment on the needs of young people
Sponsor 1 young person to attend RYLA	Host a Youth Exchange Student
Sponsor 1 student to attend NYSF	Develop a project to reduce student absenteeism in conjunction with schools
Conduct 1 Leadership instruction for teens program	Explore setting up a new Interact Club
Conduct a LIFT program for Indigenous children	
Support two students to attend Defying the Drift	
Conduct mock interviews involving industry leaders	
Promote joint meetings with Youth groups e.g. Guides, Scouts, Youth Club	
Provide Mentoring assistance for young people	
Provide school bursaries to schools as per our club policy	
Conduct a Great debate with students	





**As a member of these committees, you have an opportunity to negotiate the way that you can do good in the way that best suits you...**

# Doing Good Through Committees

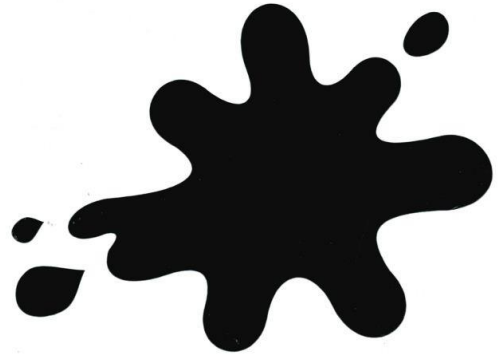
When “called” by an issue/idea...

- Mention it in your committee,
- Talk to other members-get feedback,
- Shape up a proposal
- Mention it to the Program person
- See if it gets taken up.
- But be patient. Try again if necessary.



E.g., Malley Rowe and the Cleft Pallet Project

WHEN? HOW? WHERE? WHO?  
WHAT? WHEN? WHERE? WHAT? When?  
When? WHERE? ANY WHAT? WHERE? HOW? WHEN? What? Where?  
QUESTIONS? What? When?  
When? WHAT? What? When?  
HOW? WHY? WHEN? WHERE? When? What? WHEN? Why? WHERE? When? Why? HOW? HOW? WHEN? Why? WHERE? When? HOW?



**Thank You For Watching**