

## Redding East Rotary – 3 Year Duties

Set up teams before the start of the 2017-2018 Rotary year (Start April 1, 2017)

### President Elect 2016-2017 (Shannon)

1. Attend monthly R.E.R. board meetings.
2. Attend quarterly Investment Committee meetings at 7am.
3. Attend quarterly Ducky Derby meetings at 5:30pm.
4. Attend 3 day District Conference in Berkley, March 24-26, 2017. Expenses pro rated by the number of people attending, Budget ?
5. Attend 3 day P.E.T.S. training conference in San Jose, March 3-5, 2017. Expenses covered by Redding East Rotary. Hilton Double Tree, San Jose.
6. Attend Northern District Assembly September 24<sup>th</sup> (See Schedule).
7. Attend International Conference in Atlanta, June 10-14, 2017 Expenses covered for President Elect by Redding East Rotary, spouse expenses not covered.
8. Run R.E.R weekly meetings if current club President is out of town (2-3 times for the year).
9. Check in with Team Captains periodically throughout the year.

### President 2016-2017 (Andy)

1. Run 52 weekly R.E.R meetings. (Plan for 2 hours prep time per week.) Will need to purchase laptop. Projector & screen provided by River View.
2. Run monthly R.E.R board meetings.
3. Attend monthly North State 10 meetings. Time and place to be assigned.
4. Attend quarterly Ducky Derby meetings at 5:30pm.
5. Attend as many club functions as time allows during the year.
6. Attend District Conference in Berkley.
7. Personal fines about \$200.00 high than a normal year.
8. Plan Club Project and International Project (Optional).

### Past President ( Eric)

1. Attend monthly R.E.R board meetings.
2. Attend quarterly Ducky Derby meetings at 5:30pm.
3. Identify new President Elect for 2017-2018. (3 past Presidents team up to identify President elect nominee)
4. Hold elections in October.
5. Plan Demotion. (Best to start planning in February 2017)

**July 2016**

Assistant Governors will contact 2017-18 President to set up first area meeting

**August 2016:**

Emails to 2017-18 Presidents with suggested preparation exercises begin

Assistant Governors meet with 2017-18 Presidents

Assistant Governors and 2017-18 Presidents set date and location for 2017-18 District Governor/2017-18 President/Assistant Governor Socials

Grant Management Webinars

**September and October 2016** – 2017-18 District Governor/2017-18 President/Assistant Governor Socials

**September 24, 2016** – North 2016 Foundation and Membership Seminars

Grant Management Breakout

**October 8, 2016** – South 2016 Foundation and Membership Seminar

Grant Management Breakout

**February 3 - 5 PM- to February 4 - 3 PM, 2017** – 2017-18 Pre-President Elect Training Seminar (PETS); Friday night and Saturday, Hilton Garden Inn, Fairfield. Costs and details to come.

**March 3-5, 2017** – 2017-18 Far West PETS, Hilton Double Tree, San Jose

**March 2017** – Grant Management Webinars

**March 24-26, 2017** – 2017 Centennial District Conference Happening – Berkeley

**April 2017** – 2017-18 Webinars and Area Group Training Assemblies

**May 2017** – 2017-18 Webinars and Area Group Training Assemblies

**May 1 – 31, 2017** – 2017-18 District Grant application pre-submittal accepted

**June 1 – 30, 2017** - 2017-18 District Grant application accepted

**June 10 – 14, 2017** - Rotary International Convention, Atlanta

**July 8, 2017** - 2016-17 Awards and Installation of 2017-18 Presidents

**September 9, 2017** – North All Club Training including Foundation and Membership Seminar

**September 23, 2017** – South All Club Training including Foundation and Membership Seminar

**May 4, 5, 6, 2018** – 2017-18 District Conference

**June 24 – 27, 2018** – Rotary International Convention, Toronto, Canada