|  |  |
| --- | --- |
| **Committee & Purpose****(Members can be in multiple committees)** | **Members** |
| **ADMINISTRATION** - This committee will consist of the President, Secretary, Treasurer and other Directors or members as requested by the President and will manage club operations. The responsibilities include Director assignments, budget, weekly meetings, record keeping, club history, audit, bylaws, district coordination and other duties normal to club operations. An annual financial audit with report to the Board is mandatory. | **Sarah Amend, President**Judy Baker, SecretarySteve Brodsky, Asst. SecretaryCate Hill, Treasurer Asst. Treasurer |
| **MEMBERSHIP** - The Director will appoint a Membership Committee which will oversee all membership activities. The responsibilities include identifying and implementing strategies to recruit and retain members, new member eligibility and screening and recommendation of new members to the Board. The committee will conduct classification surveys, new member training and orientation, coordinate and use of RI and District membership resources and other activities normal to membership development. The committee will address attendance and other membership issues, report to the Director of Membership and make recommendations for action to the Board. | **Tony Sculimbrene, Pres-Elect**Chair - Denny MorrisonDenise Davis-Member OutreachJeff Brock, Charlie Davis,Evan Scott, Joe Mullins, Perk Reichley, Kraig Hagler, Andrew Wonders, Mo Gueye |
| **COMMUNICATION & PUBLIC RELATION**S - The Director will appoint a Public Relations Committee. The committee duties include publicity to the community of Rotary programs and activities and education on the purpose and ideals of Rotary. The committee will use the press, social media, promotional materials and other practical methods to inform the public about Rotary. The Director will recruit and assign communications positions for newsletter and club internet site management. These positions will create and distribute weekly newsletters and maintain and update electronic club information. The committee will also provide information on vocational relationships and standards and be in charge of the Rotary booth and display for use in community activities. | **Ron Lewis, Director**Chair – Tony Sculimbrene - ElevatorDavid Thompson - FacebookAndrew Wonders – TwitterLaurie Fox -Fireworks FacebookRon Connovich, Adolfo Tornichio, Eric Winston,  |
| **SERVICE PROJECTS AND FUNDRAISING** - The Director will recruit and appoint various members or committees for service projects as deemed appropriate and desirable by the club for community outreach. The Director will also appoint members or committees for fundraising activities to create financial resources for club projects and giving. The Director will screen and prioritize member ideas and recommendations for projects and fundraisers and report to the Board. All projects are expected to submit a final report which includes financials.  | **Karl Colon, Director**Tom Swigart-Pancake Day Ron Lewis-GolfDale Hagler-Salvation Army - Wish List Program Sarah Amend-Fireworks(Fishing Derby-Mignery Bounce/Face Painter/Puppet-Fox Bike Parade-Kennedys Art Contest- Band-Colon) -Fireworks Glow Product Fundraiser 2018 -HAMvention (Explore possibilities) Noel McKeown, Jon Blakely, Ed Mignery, Dan Bragg, John LaRock, John Flanagan, Eric Soltis, Brian Liming, Martin Bartik, Christy Fielding, Bart Sheridan, Randy Overbeck, Cliff Johnson, J.O. Harner, Alan Liming, Rock McColaugh,Alan Milkis, Denise Davis, Marsha Bayless |
| **YOUTH EXCHANGE** - The Director will recruit and appoint committees as needed for Rotary Youth Exchange, Rotary Youth Leadership (RYLA) and Interact (Ren/Rotaract. These committees will manage and oversee all youth activities for the club including inbound and outbound students, host family recruitment, RYLA programs and Interact/Rotaract Club initiatives. These committees will follow District guidelines as required for these programs and report to the Director who will report to the Board. | **Matt Bennett, Director**Chair –  - 4 Way SpeechAnita Dobrzelecki - RYLAJoe Kennedy – Interact  -Exchange CounselorAnita Dobrzelecki, Rick Williamson, Eric Anderson, , Diane Dixon |
| **PROGRAMS AND FELLOWSHIPS** - The Director will manage member assignments for weekly programs. This responsibility includes screening of individuals and organizations that present a program to the club, liaison to caterer, and assisting members with obtaining programs. The Director will also recruit and appoint members or committees as needed for social or fellowship activities for club members and their families. It is expected that the club would have a minimum of two social or fellowship activities a year and also plan and organize the club’s Paul Harris Day and Alumni Day.  | **Joe Kennedy, Director**Chair – Todd McManusCaterer Liaison-Todd McManus Harry Johns, Keith SheridanCliff Johnson, Tim Shultz |
|  **GIVING** - The Director will recruit and appoint committees for Grants and other giving initiatives as needed.The Grant Committee will consider all grant applications and give recommendations to the Board for approval. The Director will also recruit and appoint members or committees as needed for International Projects and RI Foundation giving and will serve as liaison for the local Xenia Rotary Foundation. This committee is also expected to keep a running list of grants and sponsorships approved and distributed and those rejected by the committee or board.  | **Neil Fogarty, Director** Bob Geyer, ChairBrian Stephan, Brad Montgomery, Ron Geyer, Dale Hagler, Tom Zajbel, Gregg Hebrank, Brett Ellis, Robyn Caupp, Dick Holmes, Jim Kennedy, Pete Stephan |