

SUBURBAN ROTARY COMMITTEES

Below you will find a listing of the standing committees which formulate the working arm of Suburban Rotary. Each spring the incoming president-elect selects the vice chairperson for each respective committee. The following year the vice chairman will step up to chair that committee.

CLUB SERVICE

PARTICIPATION/MEMBERSHIP RETENTION – This committee encourages members who are struggling with attendance requirements. The club's executive director sends a card to members who attend one or fewer meetings in a calendar month. The executive director notifies the chairman when a member is struggling with attendance. The chairperson or committee members follow up with members that are near or under the 50% attendance requirement. The committee presents attendance perfect attendance awards and develops programs to help retain membership.

CLASSIFICATION/MEMBERSHIP – This committee reviews prospective member's qualifications for membership and assigns classifications to new members once an application for membership has been received. Usual turnaround for classification and membership approval is 48 hours.

MEMBERSHIP DEVELOPMENT – This committee encourages club members to propose new members. Activities may include membership drives, open houses, after hour socials, and contests etc. to help promote development activities.

MEMBER COMMUNICATION/PR- This committee should help facilitate the distribution of information to members via the web, social networking sites, and help prepare videos for posting or sharing with current and potential members. This committee also seeks to get media (paper, web, radio) coverage for the club and our programs.

FELLOWSHIP/AFTER HOURS – This committee plans and manages all the social events for the club. This includes events such as the Holiday Party, Anniversary Party, Secretary and Staff Day and the golf outing. This committee typically has sub committees to deal with the major events listed above. This committee also promotes the club by making media contacts on programs that the media may be interested in covering. The committee is also responsible for issuing press releases (i.e. new officers, newsworthy service projects, etc.)

MUSIC – This committee assists in providing music for the weekly meetings.

PROGRAM - The chairperson of this committee selects twelve members. Each member is responsible for obtaining speakers or programs for the club's weekly meetings for a specific month during the Rotary year. Controversial subjects or

programs are encouraged if both sides of the issue are heard. Political candidates should be delayed until after the primary and then both candidates need to speak. Programs should be provided to the executive secretary by the 15th of the prior month. The program committee is also required to obtain a person to introduce the speaker (chair of the day). Normally the chair of the committee chooses his or her committee members.

HISTORY- This committee collects, compiles and records information for the club events throughout the year and compiles a history of the club. (Our executive secretary takes care of this committee). A club photographer should be assigned or designated to capture photographs of memorable meetings, social events and our scholarship luncheon.

YEARLINGS – This committee holds monthly orientation meetings for new members. These meetings occur the last Monday of the month (with no meeting in December). The committee assists the new members in meeting the activities necessary for them to obtain their permanent badge. The committee also selects the “Yearling of the Year”. This committee works closely with the Vocational Talks committee. Each meeting one yearling and one current member provide a brief vocational talk. The chairman selects one committee chair each month to provide an overview of their committee and the committee responsibilities within the club. The yearlings participate in a separate fund raising activity each year.

ROSTER UPDATE - Committee updates the club roster each year. Verifies new and existing members contact information and obtains updated or new pictures as necessary. Work begins on this committee in the spring with the new roster being printed and distributed in July. Paid advertisement opportunities are offered to club members who have covered the expenses associated with printing the roster.

VOCATIONAL SERVICE

FOUR WAY TEST - This committee promotes Rotary International’s “4 Way Test”. This committee conducts a search for the “Suburban Rotarian of the Year” and “Omahan of the Year”. These people selected best depict the values of the 4 Way Test in their lives.

VOCATIONAL TALKS – This committee secures new and existing members to provide a brief vocational talk at the monthly yearling meeting.

COMMUNITY SERVICE

COMMUNITY SERVICE/SALVATION ARMY - This committee organizes local community service projects throughout the Rotary year. Projects have included (food bank drives, blood drives, bell ringing, Christmas tree recycling etc.) This committee is also responsible for recruiting, scheduling and managing bell ringers for the Salvation Army bell ringing Saturday in December.

SCHOLARSHIP - This committee is responsible for working with school counselors, selection of scholarship recipients, and planning the annual scholarship recognition luncheon in the spring. Due to the importance of this committee it is critical to have several members roll over from the prior year's scholarship committee to maintain continuity.

FUNDRAISING - This committee is responsible for all fundraising activity with proceeds going to fund the scholarships given by the club. This committee usually meets once a month prior to the fundraiser event.

MILITARY AFFAIRS – This committee acts as the liaison between Suburban Rotary and the military community to assist military members and their families during periods of overseas deployments. The committee will also assist in the recognition of military personnel for the services they render to the nation. (This is a new committee and scope TBD)

INTERNATIONAL SERVICE

ROTARY FOUNDATION - This committee raises money for the Rotary International Foundation. The committee recognizes members for their contributions at meetings throughout the year. Thanksgiving Day contributions typically are used for matching dollars for the Rotary International Foundation.

WORLD COMMUNITY SERVICE – This committee manages projects that benefit lesser developed countries that our club supports, applies for Rotary International and District grants, and manages the Group Study exchanges that occur during the Rotary year. Past projects have included building clinics in Nicaragua, fire engines to Guatemala, medical supplies to Nicaragua, polio inoculations for Polio Plus.

YOUTH EXCHANGE -- This committee provides the support network should the club and or district sponsor a visiting youth exchange student. Members work with club members or friends within the community for local placement of these students.

SPECIAL COMMITTEES

LONG RANGE PLANNING – This committee provides strategic planning and direction for the club.

ADOPT-A-SCHOOL/YOUTH -- This committee plans projects to support a selected school financially and through service. The committee plans opportunities for Rotarians and students to interact. This committee also develops plan to reach out to youth such as hosting high school students at lunches, etc.

Other Committees

SERGEANT AT ARMS -- The Sergeant at Arms collects money each week for lunches, keeps order at the meeting, opens the badge boxes, puts up and takes down club banners, and removes name tags and other material from the head table after the meeting. You can volunteer to fill in for this person when she or he cannot attend.

PRESIDENT'S BLUE RIBBON COMMITTEE -- This committee is composed of all the past presidents of Suburban Rotary. They meet at the request of the president if he has a subject he wants them to address or if some long range planning is needed. This committee usually meets once a year.
