

Rotary Club of Santa Monica Club Information Guide 2015-2016



Be a gift to the world

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Meet Rotary International President K.R. “Ravi” Ravindran



Welcome Address from International President K.R. “Ravi” Ravindran



Rotary International President K.R. “Ravi” Ravindran chose **Be a Gift to the World** as his presidential theme for 2015-2016. Ravindran, a member of the Rotary Club of Colombo, Sri Lanka, urges Rotary members to give the gift of time, talent, and knowledge to improve lives in communities across the globe.

Highlighting Rotary’s biggest challenge, the eradication of polio, Ravindran believes, “A future without polio is a gift that we have promised to the children of the world. And indeed it is a gift that we will give.”

In Ravindran’s first address in January 2015 to incoming Rotary district governors, he discussed some of Rotary’s other challenges, including membership. “We have to find a way to bring back the fundamentals that built our organization: the emphasis on high ethical standards in all aspects of our lives and the classification system that encourages a diversity of expertise in each club,” he said.

He also emphasized that now is the time to make real change. “You have one year to build monuments that will endure forever, not carved in granite or marble, but in the lives and hearts of generations. This is our time. It will not come again. Let us grasp it,” he said.

For Ravindran, paying it forward is a way of life. He believes the way to reciprocate any help received by others is to help someone else in return.

Ravindran’s theme **Be a Gift to the World** means that we should give our gifts thoughtfully, wisely, and generously to break the cycle of poverty, lift up the destitute and give the gift of hope to all those that live in the margins of society.

Welcome Letter from District 5280 Governor DJ Sun



From Governor DJ Sun...

It is time to start the new Rotary year with new leadership and fresh ideas. The incoming club presidents and District leaders have been prepared for their responsibilities through numerous training and educational seminars.

Rotary International President Ravi Ravindran has chosen a beautiful theme for his year: "Be a gift to the world". Isn't it nice that we can provide a precious gift to someone? Rotarians have the power and capability to deliver wishes, whether they be clean water for remote villages, surgery for deformed children, eradication of the polio virus from the earth and the provision of tools for education. For over a century, Rotary International has built up a worldwide infrastructure with the most qualified human resources in any given region. Rotarians can address problems in our communities and around the world. We have the ability. We have the tools. It is up to us to engage and utilize our resources to improve the human condition.

In order to facilitate the development of acquaintance as an opportunity for service, our District is developing an e-directory to help members network. Each member will be included in a Rotary database searchable by profession. This year many clubs in our District will focus on projects within our community that have relevance, sustainability, and a substantive impact. We will strive for a new balance in our projects by allocating our funds for our community and the world. There are many local and global projects lined up for our members to involve themselves. Using the tools that Rotary has provided, we will achieve new levels of success in these endeavors.

Let's make our Rotary the most respected charity organization in our community. Let's engage in Rotary activities with high energy, great passion, and the desire to change lives for the better. Let's operate our organization in an efficient and productive manner. Let's be a gift to the community and the world.

Ellen and I look forward to serving with you this year and supporting your efforts as you serve your communities and others in need throughout the world.

--District Governor 2015-2016 DJ Sun

History Of Rotary

The world's first service club, the Rotary Club of Chicago, was formed on 23 February 1905 by Paul P. Harris, an attorney who wished to **create a forum for fellowship amongst ethical business and professional leaders within his community**. The “Rotary” name derived from the early practice of rotating meetings among members' offices.

Rotary's popularity spread. Within a decade Clubs were chartered from San Francisco to New York to Winnipeg. By 1921, Rotary Clubs had been formed on six continents. A year later, the “Rotary International” name was adopted for the worldwide association of Rotary Clubs.

As Rotary grew, its mission expanded beyond serving Club members' professional and social interests. Rotarians began pooling their resources and contributing their talents to help serve communities in need. All Rotary Clubs worldwide are united under the Rotary International motto “**Service Above Self**”.

To date Rotary Foundation has awarded more than **US\$2.1** billion in grants, which are administered at the local level by Rotary Clubs.

Today, Rotary International remains the leading service organization of ethical business and professional leaders worldwide and is comprised of more than **1.2** million members united in more than **33,000** clubs spanning in excess of **200** countries and geographical areas worldwide.

Rotary Clubs exist to improve communities through a wide range of activities focused on providing humanitarian service, promoting cross-cultural understanding and building goodwill to increase peace in the world. Rotary Clubs address critical issues at home and abroad by providing health care and medical supplies, clean water, food, job training, youth development, and education to millions of people in need. This is accomplished by members donating their expertise, time, and funds and collaborating to plan and execute local and international projects and activities.

Rotary Clubs initiate and collaborate with others on humanitarian projects that address today's challenges affecting the world today, such as health, hunger, poverty, and illiteracy. Worldwide Polio eradication remains a key goal, and Rotary's PolioPlus program to immunize children against polio continues to not only raise funds, but also provide volunteers to assist in vaccine delivery.

Additionally, Rotary Clubs in different countries partner on humanitarian projects and educational exchanges to advance cross-cultural understanding.

Rotary International also encourages high ethical standards in all vocations.

Rotary's Four-Way Test

From the earliest days of the organization, Rotarians were concerned with promoting high ethical standards in their professional lives. One of the world's most widely printed and quoted statements of ethics is The Four-Way Test, which was created in 1932 by Rotarian Herbert J. Taylor (who later served as RI president) when he was asked to take charge of a company that was facing bankruptcy.

This 24-word test for employees to follow in their business and professional lives became the guide for sales, production, advertising, and all relations with dealers and customers, and the survival of the company is credited to this simple philosophy. Adopted by Rotary in 1943, The Four-Way Test has been translated into more than a hundred languages and published in thousands of ways. It asks the following four questions:

Of the things we think, say or do:

- 1. Is it the TRUTH?**
- 2. Is it FAIR to all concerned?**
- 3. Will it build GOODWILL and BETTER FRIENDSHIPS?**
- 4. Will it be BENEFICIAL to all concerned?**

Greetings from our Club President Tom Loo

Fellow Rotarians:

Rotary is the foremost organization of its kind in terms of combining comradery with world/community service. Rotary permits a collective group of like-minded people to do things which mass numbers of individuals would be incapable and ineffective in accomplishing. The Rotary Club of Santa Monica, with its distinguished and rich history, stands out as the foremost single club, I believe, within the Rotary umbrella. Many of us who have visited numerous clubs locally and around the world attest that our Club is unique.

I feel honored to be asked to carry on that tradition and spirit that inspires us from week to week to join together for friendship and pursue avenues of service. I will do my best to uphold the legacy of fine Rotarians who preceded and surround me in serving the Club's goals.

My personal goal is rather simple. I hope to continue an environment where each of our members looks forward to our meetings, desires to include friends, and acknowledges through their individual action how our lives and the lives of others can be enhanced by our collective will and resources. We will have great programs to educate and entertain us -- in a forum that's not easily replicated compared to Riviera Country Club's beauty and convenience. We will continue to find ways to support our community and world. At the same time we will create opportunities for ourselves, our families and our friends so all can share the joy from this wonderful group that Rotary has helped us to create.

In sum, my hope is to continue the success the Club has enjoyed throughout its history by offering activities that bring us closer together and enhance our wisdom.

Ganbei,

Tom Loo

President, Rotary Club of Santa Monica 2015-16

History of the Rotary Club of Santa Monica

The idea of a Rotary Club in Santa Monica originated with four businessmen in the fall of 1920. Ernest English took the lead in organizing since he had been a Rotarian and had some knowledge of forming a club. On January 11, 1921, Rotary International referred the proposal to the governor of then District 23, comprising the states of California, Nevada and Arizona and the territory of Hawaii. He in turn referred the matter to the presidents of the Los Angeles and Long Beach Clubs for investigation.

During 1921 a survey of the city was made to determine that the required number of membership classifications existed. In January 1922 an organizational meeting was held and officers elected. On February 1, 1922 our Club was officially chartered as Rotary Club number 1086.

The fifteen charter members were: Jack H. Kirkpatrick, President: Joe C. Gilbert, Vice President: Ernest L. English, Secretary: Ted Fach, Treasurer; Russell K. Hart, Neil Nettleship, & Theodore D. Plumer, Directors: and members Oscar A. Anderson, Sam V. Carlisle, Len J. Murray, Dick Neelands, Roland Speers, W.H.L. Symington, J. Walter Todd, and Harry B. Wilson. Within a few weeks Kirkpatrick resigned as president due to his relocation to Ukiah, and Joe C. Gilbert succeeded him.

Since its inception our Club has met at several locations, including the original Santa Monica Athletic Club at 1441 Ocean Front, the Uplifters Ranch in Santa Monica Canyon, the Brentwood Country Club and the Miramar Hotel. In 1977, during the presidency of Ed Rafeedie, the Club began meeting at the Riviera Country Club in Pacific Palisades.

Our Club has sponsored three other clubs in our district: the Westwood Village Club in 1929, the L.A. Westside Sunrise Club in 1988 and the LA Cedars Club in 2007. In 1955 John English, son of founder Ernest L. English and our President in 1947-48, was elected governor of our district. He also served a partial term as governor in 1958 following the death of the incumbent. In 1988 Archie Morrison, our President in 1982-83, became our Club's second district governor. Our district, originally designated as number 23, has also been designated numbers 2 and 528, prior to the current 5280. Club member Jim Dyer was elected District Governor for 2013-2014, but unfortunately he passed away before the start of his term.

In 1967 we established two scholarships at Santa Monica High School in honor of past president Russell Hart and one at St. Monica's in honor of past president Tom Fox. In 1982 we established a scholarship at Santa Monica College in honor of past vice-president Nick Holt and a scholarship at Olympic High School in honor of John English. In 1983 under President Dick Rice we established two vocational scholarships at Santa Monica College, which are named in honor of Archie Morrison.

On the occasion of our 50th anniversary, during the presidency of J. Scott King, we established the Santa Monica Rotary Club Foundation with an initial value of \$50,000 to provide capital funds for worthwhile charitable projects in our community. A highlight of our 60th anniversary in 1982 was the adoption of our new club logo, designed by Spyros Dellaportas. Four years later,

following changes in the bylaws of Rotary International, our Club inducted Esther Johnson as the first woman member of Rotary. The following year in Munich, Germany, Esther became the first woman delegate to a Rotary International convention.

For our 75th anniversary celebration in 1997, Club members pledged over \$75,000 for the Santa Monica Rotary Club Foundation. At the present time the Foundation has almost \$800,000 in assets, and has donated over \$626,000 to local charities and organizations.

As our Club made history with the first woman Rotarian, we also had our first woman President with Dorothy "Dee" Menzies in 2003-2004. A recent accomplishment was the celebration of our 90th anniversary at the Casa Del Mar Hotel in Santa Monica. The night was one of our most memorable, as all the entertainment was provided by our Club members.

2015-2016 Rotary Club of Santa Monica Officers



**Tom Loo
President**



**Sharon Perlmutter Gavin
Vice President**



**Larry Mortorff
Vice President**



**Timur Berberoglu
Secretary**



**Glenn Ricard
Treasurer**



Connie Maguire
President Elect



George Collins
Immediate Past President



2015-2016 Rotary Club of Santa Monica Directors



**TJ Montemer
Member Services**



**Rick Mateus
International Service**



**Barbara Bishop
Meetings**



**David Rosenfeld
Community and Youth
Service**



**Roger Davis
Membership**



**Susan Annett
Vocational Service**

Rotary Grants Process

Over the past 30 years, the Rotary Foundation has seen the variety, use and demand for its programs increase. The overwhelming success of Foundation programs generated a need for a more effective and efficient way to help Rotarians develop projects with greater impact and sustainable outcomes.

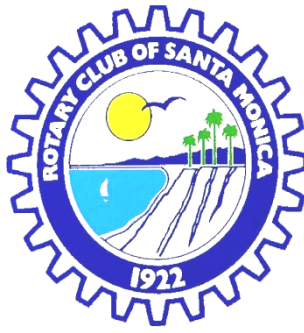
To ensure continued success and growth the Rotary Foundation identified the need to:

- 1 Use resources more effectively
- 2 Plan for a future without polio
- 3 Enhance Rotary's public image
- 4 Streamline operations
- 5 Focus activities
- 6 Support a variety of service opportunities
- 7 Have a greater impact.

Hence, the Rotary Foundation developed a grants process that would enable Club members everywhere to assist people throughout the world. The grants process is more fully explained in Appendix C.

This year our Club plans to lead the way in the district and our community to make funds available from the Rotary Foundation to be used as grants for our Club projects and for projects that we team up with other non-profit organizations to complete, locally and worldwide.

To learn more about the grants process, please see Appendix C or log onto www.rotary.org/grants. Sharon Perlmutter Gavin or Larry Mortorff, Vice Presidents, are also available to assist you.



Directors and Committees 2015-2016

ROTARY CLUB OF SANTA MONICA
Club Service – Meetings
Barbara Bishop - Director



Club Service-Meetings Committees of the Rotary Club of Santa Monica are committed to ensuring well-coordinated, entertaining, and informative meetings that welcome each member, guest, and visiting Rotarian and offer a consistent and stimulating weekly event for all who attend. We recognize that for many members, the weekly meeting is their principal connection to Rotary – to keep current on activities and events, to become acquainted with fellow members, and to absorb Rotary’s mission, procedures, and culture. In addition, meetings are usually the first exposure to our Club as members bring guests who are active new member prospects. Our goal is to support those expectations with the best service possible.



Stan



Tyler

A. MEETING LOGISTICS – Stan Fox and Tyler Albers

Objectives

- 1 Check in guests and Rotarian guests: Ensure names are written on sign-in sheets, take cash/check or swipe cards, and fill out guest Rotarian make-up slips, if needed.
- 2 The check-in person should be at the back table station from 11:50 a.m. to 12:30 p.m.
- 3 Be certain that the badge board is up-to-date.
- 4 “Check-in” tables should be in place - one for visiting Rotarians and guests and one for our members.
- 5 Check on head table before each meeting for all needed items
- 6 To assist the Executive Secretary with any tasks that will ensure that the meetings are equipped with needed materials and equipment.
- 7 To enhance weekly meetings by providing quality audio/visual support for speakers at the podium as well as participants in the audience.
- 8 To provide support for additional sound system needs such as prerecorded messages or music and recording special programs and events.

Projects

- 1 Fulfill objectives listed above.



Kathy

B. BIRTHDAY RECOGNITION – Kathy Shepard

Objectives

- 1 To enrich the sense of camaraderie by celebrating and honoring members on their birthdays.
- 2 To add a festive spirit to our weekly meetings on these special occasions.

Projects

- 1 Birthdays will be celebrated bi-monthly.
- 2 Organize the Club's birthday celebrators to sit together at the presentation meeting. This will facilitate our objective of urging members to vary the groups with whom they interact at meetings.
- 3 Offer Club members a quality gift that will promote Club visibility in the community.



John



Helen

C. GREETERS – John Rucci and Helen Zhao

Objectives

- 1 Promote camaraderie among Rotarians and their guests by creating a welcoming atmosphere at weekly Rotary meetings.
- 2 Ensure that new Rotarians are given the opportunity to greet as a way of getting acquainted with other members.
- 3 Station at least two Club members at the front door of each meeting between 11:50 a.m. and 12:25 p.m. to welcome members, visiting Rotarians and guests in a warm upbeat manner, and to determine and respond to any special needs they might have.

Projects

- 1 Arrange for Rotarians to greet other Rotarians and their guests at weekly meetings.



Tom

D. GUEST INTRODUCTIONS – Tom Larmore

Objectives

- 1 To add interest to the weekly Club meetings by personalizing the introductions of visiting Rotarians and guests of Rotarians.
- 2 To secure information from each visiting Rotarian and include it in the introduction so that attendees will be stimulated to come up to the visitors and converse with them after the meeting.

Projects

- 1 The Executive Secretary will be provided with a list of Guest Introduction Committee members' assignments so that the Club President can plan head table introductions in advance.
- 2 The weekly introducer will spend some time with the visiting Rotarian(s) in order to "personalize" the introduction and, hopefully, to tie the personalization into some type of theme.
- 3 Visiting Rotarians from clubs outside District 5280 will be invited to use 1-2 minutes from the floor to describe a project or interesting procedure of their club so that we can learn about clubs that are not part of our normal circle.



Tom



Ken

E. MUSIC – Tom Larmore and Ken Waltzer

Objectives

- 1 To have fun and to promote a sense of joy and camaraderie through vocal and instrumental expression. Songs will be chosen or creatively written for their relevance to the program when appropriate. All efforts will be exercised to encourage spirited singing.

Projects

- 1 This year, the Club will continue to use both "America" and "America the Beautiful" to open the meetings.
- 2 Songs that emphasize this year's presidential theme will be used when possible.



Nick



Adam

F. SPIRITUAL EMPHASIS – Nick Goehner and Adam Lichtl

Objectives

- 1 To enlist different Club members each week to deliver a nondenominational invocation to focus on the spiritual dimension of our lives.

Projects

- 1 Advise Executive Secretary by 10:00 a.m. on Wednesday of each week as to who will give the invocation on Friday.



Diane



Susan

G. DECORATIONS – Diane Margolin and Susan Gabriel Potter

Objectives

- 1 To enhance the Member experience of fun and celebration by transforming the meeting room into a visual delight.

Projects

- 1 Decorate the room according to the theme of specially designated meetings.

H. MEMBER AND FAMILY SUPPORT – Ann Greenspun and Jim Reidy



Ann

Objectives

- 1 Ascertain information concerning Rotary members who are hospitalized or sick at home.
- 2 In addition, flowers will be sent to the hospital or home and personal visits be made to those who are ill to express our concern.



Jim

Projects

- 1 Arrange to obtain the signatures of Club members on get well cards during Club meetings, then send to Rotarians who are sick or injured.
- 2 Express well wishes via personal visits and sending flowers to ailing Rotarians in hospital or at home.
- 3 Work with Club's website coordinator to develop a link on our website for Rotarians to send flowers to anyone who is sick, injured or may otherwise need encouragement.

ROTARY CLUB OF SANTA MONICA
Club Service - Member Services
TJ Montemer - Director



Club Service-Member Services committees of the Rotary Club of Santa Monica focus on engaging members by providing enjoyable mechanisms to develop closer ties amongst Rotarians and their families.

In addition to increasing social activities beyond regularly scheduled Club Meetings, we intend to continue improving communications not only with Rotarians, but also with the community at-large to increase awareness of Rotary and our Club members' involvement in local and international community service projects and fundraising events as well as scholarship and community grant opportunities. We will make every effort to meet or exceed the following objectives.

COMMUNICATIONS

We are committed to improving communications to ensure that our Club's members have accurate and timely access to announcements, helpful information, and opportunities to participate in events and projects. Most Club members are regular email users and many are Internet savvy. As more and more Club members and prospective Rotarians use social networking tools and expect attractive and easily navigable websites, we understand the importance to meet these user demands. Similarly, we must also continue to meet the demands of a small number of members who prefer fax or mail delivery.

We are also committed to raising visibility of the Rotary Club of Santa Monica in the local community and intend to do so by preparing and distributing press releases regarding Club projects and activities as well as posting articles and other information on the Club website and social networking sites.

We created an umbrella Communications super committee comprised of chairs of the four (4) predominant communications-related committees -- Rota-Monica, Website/Internet, Photographer, Publicity -- to ensure consistent messaging and develop a systematic press relations approach to publicize Club and Rotary activities and programs within the community. The super committee will not

supplant the work of the nested committees, but rather will provide support, encouragement, facilitation, and coordination among them.

To share and renew memories and increase fellowship amongst Rotarian members, we will continue to exhibit photos showcasing recent activities during pre-meeting slide shows, in Rota-Monica and on the Club website as well as maintain searchable archive of photos on the website to generate enthusiasm and interest in upcoming events and upcoming opportunities to volunteer for Club events, Rotary International programs or Community Service activities. This also facilitates recognition of fellow Rotarians, helping members put names to faces.



Nick

A. ROTA-MONICA – Nick Goehner

Objectives

- 1 Hire a professional team to write and post stories about the Club and then publish the Rota-Monica newsletter and distribute to Rotary Club of Santa Monica membership to communicate achievements, announce events and foster fellowship within our community.
- 2 Enhance entertainment value by engaging variety of committee members and volunteer writers to provide articles and information.
- 3 Highlight the Club, District and International news, events and projects.
- 4 Include Rotary Month topic feature stories and Rotary Foundation news.
- 5 Motivate members to attend weekly meetings and other events and list adjacent club make-up locations.
- 6 Convey the Rotary spirit with taste and humor, and attempt to mention as many members as possible in print. Highlight new members' biographies.

Projects

- 1 Publish *Rota-Monica* each week that meetings are held. Post to website, send email announcement with link to publication to members and mail hard-copy to members without email.
- 2 Expand the writing staff.
- 3 Coordinate distribution via email and through the Club's website.



Nick

B. WEBSITE – Nick Goehner

Objectives

- 1 Provide accurate and timely information about Club activities, meeting location and members to help make new members and visiting Rotarians feel welcome and learn about the Club and its activities quickly.
- 2 Post stories about the Club to the website and to Facebook.
- 3 Obtain information and photos from Committee Chairs, Board and Members.
- 4 Build a page for scholarship winners.

Projects

- 1 Hire a professional team to write and post stories about the Club on the website and on social media.
- 2 Maintain the Club's website so that current, relevant information is posted.
- 3 Improve systematic updating and distribution of Club news, events and activities announcements.
- 4 Promote community involvement, events and charitable donations via the Club website and social media.
- 5 Link personal and business website to the Club website.



Barbara

C. PUBLIC RELATIONS/ADVERTISING – Barbara Bishop and TJ Montemer

Objectives

- 1 Raise the profile of the Santa Monica Rotary Club among the local and regional community to attract prospective members and new funding for the Foundation.
- 2 Generate awareness of the Club and its philanthropic efforts that benefit local community and educational organizations.



TJ

Projects

- 1 Develop list of events in Santa Monica that Santa Monica Rotary should be a part of.
- 2 Participate in Santa Monica-based events with Rotary members.
- 3 Write 52 articles called "Rotary Corner" in the SM Mirror newspaper, with a distribution of 20,000 weekly.
- 4 Produce 26 videos throughout the year for the Club's use and for the Club website to promote the Club, its members and events.
- 5 Execute targeted media outreach around strategic Club announcements and events to garner media mentions and calendar listings.
- 6 Maximize visibility for the Club and Club events on Facebook and Twitter.

D. PHOTOGRAPHER – Iao Katagiri

Objectives

- 1 Capture and retain a pictorial record of weekly meetings and special events.
- 2 Photograph weekly speakers with the Club President and/or Club member who introduces our speaker.
- 3 Provide digital pictures to the webmaster for display on the Club website.
- 4 Provide digital photos to run as pre-meeting slide shows.



Iao

Projects

- 1 Produce automated slide show to run during the luncheon (i.e., prior to the start of the program) comprised of candid photographs of Rotarians at recent meetings, at events, at committee meetings, and so forth. We believe that this allows members to keep up with Club activities and facilitate name-face familiarity in a Club as large as ours.
- 2 Typically produces a fast-paced “Year in Review” looping slide show for the annual dethroning event.

FELLOWSHIP/FAMILY OF ROTARY

In the spirit of Rotary International's emphasis on the Family of Rotary, we have clustered the following committees together under this umbrella designation: First Tuesday, Networking, Entertainment, Dining Club, Athletics, and Healthy Living. In each of these committees, participants will be reminded of the importance of making family members of Rotarians, living and deceased, feel welcome to participate in Club activities.



RoseMary

E. FIRST TUESDAY – RoseMary Regalbuto and David Rosenfeld

Objectives

- 1 Provide members a forum for developing fellowship and recruit new members.
- 2 Promote camaraderie and good spirit among the members.
- 3 Ensure all events are self-supporting.



David

Projects

- 1 Plan and promote monthly 1st Tuesday Happy Hour gathering at new local venue each month.
- 2 Extend invitation to all Rotarians at nearby Rotary Clubs via email and others to introduce them to our Club and Rotary.



Daniel

F. NETWORKING – Daniel Bennett

Objectives

- 1 Provide a place for Rotarians to meet informally to talk about business issues in an open forum, with opportunities to discuss topics of the day and to learn about the businesses and specialties of the members.
- 2 Provide a forum for developing fellowship amongst members and recruiting new members.
- 3 Promote camaraderie and good spirit among the members.

Projects

- 1 Meet informally at prearranged locations.
- 2 Ensure new members and interested nonmembers attend.

G. ENTERTAINMENT – Timur Berberoglu and Harris Levey



Timur



Harris

Objectives

- 1 Involve new members in fun activities, especially in their first year.
- 2 Provide members a choice of events for getting to know fellow members and their families and having fun.
- 3 Plan activities that can appeal to smaller groups rather than the membership as a whole.
- 4 Promote camaraderie and good spirit among the members.
- 5 Create an atmosphere of fun at the meetings and the special events.
- 6 Ensure all events are self-supporting

Projects

- 1 FARF at the Youngs' home in Topanga Canyon (Fall)
- 2 Holiday Party (December)
- 3 Club outing in the Spring

H. DINING CLUB – Barbara Bishop



Barbara

Objectives

- 1 Help new and longer-term members become better acquainted with each other.
- 2 Promote friendship, fellowship, and an opportunity for spousal involvement with Rotarians.

Projects

- 1 Each participant will host one dinner and attend three other dinners; each attending four dinners.

I. ATHLETICS – Golf: Myles Pritchard / Tennis: Karim Jaude



Myles



Karim

Objectives

- 1 To arrange sporting events that will interest members to get involved in the Rotary Club of Santa Monica for the purpose of fellowship and camaraderie among our members and will promote a competitive spirit with other community service clubs.
- 2 The committee will strive to have individual members of the Athletics committee assume responsibility for planning and coordinating one or more events or outings.

Projects

- 1 Organize at least one golfing outing

- 2 Arrange and host tennis matches 2nd Friday of each month at Riviera Country Club.



John

J. HEALTHY LIVING – John Dravillas and Helen Zhao

Objectives

- 1 To promote healthy living among Club members
- 2 To conduct physically oriented and interesting or educational social outings building camaraderie and friendships.
- 3 To explore and promote healthy lifestyle activities around Los Angeles.



Helen

Projects

- 1 Organize between 6 and 12 healthy living outings this year.

ROTARY CLUB OF SANTA MONICA
Club Service - Membership
Roger Davis - Director



Club Service-Membership Committees of the Rotary Club of Santa Monica are dedicated to growing the membership while maintaining the high quality and spirit that have characterized the Club. They are confident that the overall objective of having a substantial number of Club members nominate one potential new member is achievable and they will make every effort to meet their responsibility in making this year one in which the challenges presented by these objectives are met or exceeded.



Bret



Con

A. RECRUITING – Bret Carter and Connolly Oyler

Objectives

- 1 Encourage EACH MEMBER to bring at least one PROSPECTIVE member during the year to a Club event whether it be a social event, or otherwise.
- 2 Take various proactive and aggressive steps to retain those members who may be drifting away. Toward this end, we will coordinate with the Executive Secretary to alert us to those members who have not been attending meetings and/or participating in Club events, and to assign at least one member of our committee and the individual's sponsor to contact that member to determine what can be done.
- 3 Create awareness among Santa Monica Rotary Club members to invite or give us names and contact information for potential members so we can invite and follow up with them.
- 4 Make a list of the companies/businesses as well as the city officials that we would like to invite and find out who can help us reach the executives of target companies.
- 5 Enhance partnership with Santa Monica Chamber and Junior Chamber of Commerce.
- 6 Have a continuous marketing effort in Santa Monica as well as the neighboring areas such as Pacific Palisades, Brentwood, Westwood and West Los Angeles. Make them aware of our programming, our involvement and our

achievement. We are working hard and achieving a lot, but not everybody in our community knows about our results.

- 7 Work closely with District Membership Chair.

Projects

- 1 Work with the Board to help implement our new young member policy.
 - a. Explore the addition of a separate committee focusing on young members.
 - b. Several other Rotary Clubs have focused some membership efforts on young professionals and small business owners.
- 2 A committee member will brief the general membership at a meeting at the beginning of the year regarding what the Club is looking for in a prospective new member and the process of applying for membership. (Note: For the education of existing members; Prospective members are not informed of their candidacy.)
- 3 Specify a meeting each quarter as “Bring a Guest Day.”
- 4 Promote the new plan where the Club will pay for a guest’s lunch if they are proposed for membership.



Paul

B. CLASSIFICATION – Paul Leoni

Objectives

- 1 Identify appropriate vocational classification of individuals proposed for membership who meet all other qualifications.
- 2 Ensure that to the greatest extent possible, the committee should, as per the Rotary International Manual of Procedure, strive to “...broaden the interpretation of classifications where necessary to meet the modern business and professional environment.”
- 3 Seek out young professionals to fill open classifications.

Projects

- 1 Classify candidates proposed for membership on ad-hoc basis.
- 2 Actively encourage our membership to contact at least 30 qualified candidates that may be proposed for consideration to become Club members.
- 3 Seek out young professionals to fill open classifications.



Dick

C. MEMBER INDUCTION/FIRESIDE ORIENTATION - Dick Lawrence and Paul Gaulke

Objectives

- 1 Member Inductions – Engage directors for individual inductions of new members at a Rotary Club of Santa Monica meeting.
- 2 Fireside Orientation – Educate new members on all aspects of Rotary, both locally and internationally.



Paul

Projects

- 1 Inductions – Directors will conduct a short formal induction ceremony for one new member at the beginning of the weekly meeting. Occupation, education, residency and past Rotary involvement will be announced. Sponsor and member's significant other will attend as well. Ceremonies will occur as new members join.
- 2 Fireside Orientation - Normally conducted on an informal basis at the home of a Past President. New members will be informed of the Rotary mission with Past Presidents discussing the following topics:
 - a. Self introductions and “why they selected to join Rotary”
 - b. History and traditions of the Rotary Club of Santa Monica
 - c. Club organization
 - d. Membership requirements and procedures
 - e. Rotary International and the International Foundation
 - f. Current Club President ends the Fireside by giving personal reflections on the topic “What Rotary Means to Me”

In addition, current Directors will discuss committees.



Melissa

D. FIRST YEAR ACTIVITIES – Melissa Dagodag

Objectives

- 1 Welcome new members to the Club and help them become acquainted with our members.
- 2 Make new members aware of service opportunities.
- 3 Encourage new members to participate in Club activities and social events.
- 4 Provide an additional support resource within Rotary.
- 5 Encourage all new members to serve as Greeters throughout first year.
- 6 Have each new member seated at head table for introduction during first year in the Club.
- 7 Greater involvement of sponsors after a candidate becomes a member.
- 8 Ensure that all new members are provided a current copy of the Club Information Guide.
- 9 In addition to the sponsor, assign a mentor for each new member to show them around and encourage them to join one or more committees.
- 10 Work closely with the recruiting committee to ensure a seamless transition from prospective member to first year candidate.

Projects

- 1 Assure new members that their sponsors are available to support them during their initial Rotary year.
- 2 Encourage all new members to attend Club socials and Dining Club dinners and to participate with other members in community events.
- 3 Maintain continuous liaison with new members and monitor their progress during their first year and encourage their participation in committees and social events.

- 4 Assist the new member's sponsor as needed to continue the highest level of support and involvement of the sponsor.
- 5 Provide 1-2 social get-to-know-you events during the year as opportunities for new members to connect with existing members.



Bill

E. INTERACT COMMITTEE – Bill Buxton (Brentwood School Interact Club), Pat Bofird (Brentwood School and SAMOHI Interact Clubs) and RoseMary Regalbuto (SAMOHI Interact Club)

Objectives

- 1 Mentor Interact Clubs at local high schools.
- 2 Invite Interactors to attend Rotary Club meetings and report on the Interact Club's activities.
- 3 Offer guidance and support for Interact Club service projects.
- 4 Make sure that the Interact Club elects new officers at the end of the year and reports the names and addresses of these individuals to the district Interact committee.
- 5 Bring Interactors to a lunch meeting – (included in budget).



Pat



RoseMary

Projects

- 1 Continue mentoring Brentwood School Interact Club.
- 2 Form a new Interact Club at SAMOHI.
- 3 Invite the Interact District Governor to a meeting as guest speaker.

F. ROTARACT/RULA – David Snow and Tish Tisherman

Objectives

- 1 We provide a tie between Santa Monica College Rotaract Club and our Rotary Club, encourage career dialogue, promote campus leadership and maintain a service component. Our goals are to be a presence and provide enthusiastic support to strengthen the liaison between our clubs.



David



Tish

Projects

- 1 Establish a schedule so those committee members, augmented with other Rotarians who show an interest in participating, can plan to attend student meetings at Santa Monica College.
- 2 Provide business-oriented speakers (our members are a vast resource here) to give mini-talks at the Rotaract's educational meetings to bring reality to their studied theory. We have the obligation to keep their meeting informal and stimulating and therefore provide reasons for them to stay active and promote the Club on campus.
- 3 Host selected students at our luncheons where we will be introducing them to other members and acting as ambassadors for our sponsorship.
- 4 Provide links between the students and community projects undertaken by Rotary.

- 5 Administer a scholarship to be awarded annually to a Rotaract student.
- 6 Invite several to the Paul Harris annual dinner as guests.
- 7 Arrange for opportunities for Rotaractors to participate in our Club's social and community events.
- 8 Use Rotaractors as mentors for Interactors.
- 9 Invite Rotaract District Governor to attend a meeting as a guest speaker.

ROTARY CLUB OF SANTA MONICA
Community and Youth Service
David Rosenfeld - Director



Community and Youth Service committees of the Rotary Club of Santa Monica are dedicated to fostering fellowship, education, physical and mental health, and community involvement within the Club and throughout our community by identifying significant avenues for involvement and organizing the talent and energy of Club members for the good of all.

Funding for these activities and scholarships are provided by the pledges that Club members make that are collected by the President through fines. In recent years, the Club has made over \$50,000 available to our community through the activities of these committees.

LONG-TERM COMMUNITY PROJECTS

Several major projects are either relatively permanent or at least of multi-year duration and provide substantial ongoing benefit to different groups in the community. Most of them require regular and recurring participation on the part of Club members and several have become strongly identified with Rotary in the broader Santa Monica and Westside communities.

To distinguish these significant projects from short-term assistance or single-event activities, we have grouped these headliners together in our organizational structure.

A. MENTAL HEALTH/HEALTHY AGING - Robert Segal and Monika White



Robert



Monika

Goal Use the connections and talents of Club members to publicize and promote Helpguide.org.

Objectives

- 1 Raise awareness of Helpguide's content in the Los Angeles area.
- 2 Raise awareness of the new mobile version.
- 3 Raise awareness of the Emotional Intelligence Toolkit and the new Feeling Loved Book (to be published in November 2015).
- 4 Raise awareness of the content created by the collaboration with Harvard Health Publications/Harvard Medical School.

Projects

- 1 Publicize and promote the use of Helpguide's articles by local hospitals and social service organizations.
- 2 Publicize and promote the use of Helpguide's articles by local press in feature articles.
- 3 Publicize and promote Helpguide through Social Media.



Carol

B. GIVE OF YOURSELF

ORGAN AND TISSUE DONATION - Carol Jackson

BLOOD DRIVE - Ann Greenspun and Erik Jorgensborg



Ann



Erik

Objectives

- 1 To increase the awareness of Club members of the vital importance of organ and tissue donation as a community and national service.
- 2 To inform Club members of the registry DONATE LIFE CALIFORNIA, which is a private, nonprofit, confidential, state-authorized organ and tissue donor registry, which will make it easier to clearly and succinctly state and share one's decision about organ and tissue donation.
- 3 To encourage Club members to support donation by registering their commitment to become organ and/or tissue donors.
- 4 To increase awareness of Club members of the importance of blood donation.
- 5 To provide opportunities for Club members to provide their time and other resources to help those in need.
- 6 To provide fellowship among Club members as they avail themselves of the opportunities and honor to help those in need.

Projects

- 1 To educate Club members about organ and tissue donation through literature and presentations to the Club.
- 2 Successfully organize and execute a blood drive in conjunction with the American Red Cross.
- 3 Assist other non-profit groups to raise awareness of the multiple opportunities we encounter every day to help those in need.



Ann

C. EARTH ANGEL PROJECT – Ann Greenspun, Donna Byrd, Barbara Bishop

Objectives

- 1 To provide ground transportation for clients suffering from debilitating and often life threatening illnesses, from Santa Monica Airport to local medical centers and doctors' offices.



Donna



Barbara

Projects

- 1 Engage Rotarian Earth Angel volunteers to work in conjunction with Angel Flight West volunteer pilots to transport medical passengers of all ages from

- outlying areas to their medical appointments in our local area. Our volunteers provide the ground transportation from the local airport.
- 2 Support the Angel Flight West mission coordinator as well as provide snacks and lounge maintenance for clients resting in-between flights.

COMMUNITY EVENTS

The Santa Monica Rotary Club has a strong track record of encouraging and facilitating participation by Club members in the events and activities of other social service charitable nonprofit agencies in the community. Members research opportunities and requirements of community events and, where appropriate, help to organize their fellow Rotarians to support and participate in these activities in a way that is satisfying to the individuals but also focuses the community's attention on the leadership capacity of the Club.

While most of these activities are arranged year-to-year, one has become an almost permanent fixture on our Club's activities calendar. Members look forward to this mainstay every year.



Erik



Myles

D. RED KETTLE DAY – Erik Jorgensborg and Myles Pritchard

Objectives

- 1 To successfully compete with all other local service clubs to raise money for the Salvation Army in coordination with its December Red Kettle Day Project.
- 2 To further Rotarian awareness and understanding of the Salvation Army's mission to meet human needs in our community.

Projects

- 1 Assist in December Red Kettle Day with Rotarian volunteers as bell ringers.
- 2 Solicit donations from our own Club.
- 3 To be #1 at the annual Service Club Counting party.

OTHER HANDS ON COMMUNITY SERVICE PROJECTS



Bill



John

E. SUSTAIN OUR ENVIRONMENT – Bill Rayman and John Dravillas

Objectives

- 1 Hands-on community service activity to clean up and care for our natural environment.
- 2 Develop fellowship among Club members.

Projects

- 1 Environmental Clean-up: One day, on-site, anti-pollution rally/activity/restoration effort in our community.
- 2 Environmental Education Awareness – Educate others about methods to promote sustainability in our daily lives.



Kami

F. FEED THE HOMELESS & OTHERS IN NEED – Kami Pahlavan

Objectives

- 1 Feed homeless, single mothers, their children, and others in need four times per fiscal year.
- 2 Develop fellowship among Club members.

Projects

- 1 Procure ingredients, prepare and serve meals to homeless, single mothers and their children, and others in need once per quarter.



Suzan

G. UPWARD BOUND HOUSE- Apartment Makeover – Suzan Allbritton

Upward Bound House provides housing and services to homeless families with children. Upward Bound House's Family Place is a 21-unit transitional housing program for homeless families located in Santa Monica. In addition to private apartments for each family, the Family Place program includes intensive case management, a food pantry, counseling and education services, and enrichment programs.

Objectives

- 1 Families often come to the program with few personal possessions. This is where the Santa Monica Rotary comes in to help!
- 2 Through Upward Bound House's adopt-an-apartment home makeover program, a team of Rotarians will spend several hours shopping for the items and then a few hours to complete the actual apartment 'make-over.'

Projects

- 1 This Committee aims to take on at least two units per year.
- 2 Families are able to take these items with them when they leave Upward Bound House and move into their own homes.



Tom

H. ROTARY DAY OF SERVICE – Tom Woods and Drew Fleming

Objectives

- 1 Club members shall come together in a hands-on day of service with the purpose of meeting real world needs in Santa Monica, raising the visibility of the work that the Rotary Club of Santa Monica does in the community, and establishing our Club's "Legacy of Service". This day of service should positively impact and improve an area or structure in our community that is in need of repair or other maintenance.
- 2 Encourage hands on, results oriented and cost effective ways to create community pride with easily identifiable accomplishments.



Drew

Projects

- 1 Organize and complete a day of service that improves an area or structure in our community.
- 2 Provide ongoing support for areas or structures in our community that require repairs or other maintenance.



Grace



Monika

I. SENIOR FOCUS: WISE CONNECT – Grace Cheng Braun and Monika White

In support of the elderly in the community, Santa Monica Rotarians collaborate with WISE & Healthy Aging, the nonprofit social service organization in Santa Monica, in connecting Rotarians with seniors, helping the elderly to continue living in their homes as long as possible, preventing premature institutionalization. In 2015, the Club held a special “Valentine’s Day” outreach, visiting 100 seniors in Santa Monica, bringing them Valentine treats!

Objectives

- 1 Club members shall create community service opportunities such as friendly visit and financial and legal consultations to positively impact the lives of the elderly within our community.
- 2 To increase interaction between Rotarians and the seniors in the community based on the national “village” model of neighbors helping neighbors to “age in place”.

Projects

- 1 Implement a “Friendly Visitor” ambassador program, whereby Rotarians can be matched to seniors in the community in order to assist or visit them.
- 2 Create opportunities for Rotarians with business expertise (e.g., financial planning, real estate and legal services) to provide pro bono consultations to seniors of limited financial means periodically.
- 3 Engage Rotarians in visiting seniors at home for Valentine’s Day.

J. COMMUNITY CHAMPIONS WEEK – RoseMary Regalbuto, Len Lanzi, and Melissa Dagodag



RoseMary



Len



Melissa

Objectives

- 1 To raise public awareness about senior hunger within our community.
- 2 To allow Rotarians to show an elderly, alone and homebound person that there are people who care about them and to give the “regular volunteer” a day off from their weekly job.

Projects

- 1 Participate in Community Champions Week, whereby programs, local officials, and others speak up, deliver meals, and raise awareness about senior hunger.

COMMUNITY GRANTS AND SCHOLARSHIPS

One of the most satisfying year-round tasks of the Club is to solicit and review applications for grants and scholarships and award the checks to the deserving recipients. Grant and scholarship committees are among the most popular committees for Club members to devote their time and energy while learning about some of the outstanding organizations and individuals who are our neighbors.



Mitchell

K. COMMUNITY AND YOUTH GRANTS – Mitchell Kraus

Objectives

- 1 To promote the welfare of youth and others in need in our community by providing financial support to nonprofit organizations.
- 2 To solicit grant applications from nonprofit community organizations.
- 3 To review all community and youth related grants made by our Club.
- 4 Recommend amounts to be awarded to various non-profits that apply for grants.
- 5 Allocate the financial resources provided by our Club, or available to our Club, in a way that will make a positive impact on the needs of our community.
- 6 To promote our Club through our charitable activities.
- 7 Assist the Board in evaluating opportunities to give direct financial support to local organizations.

Projects

- 1 C&YG attempts to locate and encourage emerging and innovative community nonprofit organizations that serve youth and other segments of our community to apply for funding.
- 2 Develop a plan for previous grant recipients that will:
 - a. Limit grants to three out of any 5 year period to one organization; and
 - b. Obtain information from grant recipients documenting how grant funds were used. Such documentation will be considered before giving out any future grants for that organization.
- 3 Committee members will perform sufficient due diligence of all potential grant recipients (which may include location inspections) and report the findings to the committee before any grant is approved for any applicant.
- 4 The committee members will coordinate with the members of our Club's Board of Directors and the Santa Monica Rotary Club Foundation Board of Directors to ensure that all grants for the local community are coordinated, properly documented and reported.
- 5 Work with the current Board of Directors and our Rotary District to determine preferred non-profits to apply for district matching grants and help in the application process for these grants.
- 6 Present grants to the organizations whose applications have been approved.
- 7 Gather feedback and acknowledgements from grant recipients to promote our Club internally and to the community.

L. SCHOLARSHIPS AND YOUTH AWARDS – David Snow

Objectives



David

- 1 Promote the availability of the scholarships and awards offered by the Club to encourage applications from a broad spectrum of qualified candidates.
- 2 Review applications and award annual scholarships.

Projects

- 1 Award the following annual scholarships:
 - a. Santa Monica College (One \$1000 Nick Holt Scholarship);
 - b. Santa Monica College (Two \$750 Archie M. Morrison Scholarships);
 - c. Santa Monica College (One \$1500 LA Tax Associates (Linda Teixeira) Scholarship);
 - d. Santa Monica High School (One \$1000 Russell Hart Scholarship);
 - e. Santa Monica High School (Two \$1000 Clyde Smith Scholarships);
 - f. St. Monica High School (One \$1000 Thomas Fox Scholarship);
 - g. Olympic High School (One \$1000 John English Scholarship); and
 - h. New Roads High School (One \$1000 Harding, Larmore, Kutcher & Kozal Scholarship).
- 2 Award four (4) One Hundred Dollar (\$100) Citizenship Awards to deserving middle school students at New Roads Middle School, Crossroads Middle School, John Adams Middle School and Lincoln Middle School.
- 3 Each year the Loo Family awards one \$1,000 scholarship through the Santa Monica Rotary Club Foundation to a graduating member of the Rotaract Club of Santa Monica College. The scholarship is to be awarded to a Rotaract member who demonstrated a commitment to community service and Rotaract activities. Although academic performance is important, other factors are considered such as assisting those students who are from other countries, who lack United States residency status or students who may have more difficulty obtaining financial aid. A special committee chooses the recipient of this scholarship.

ROTARY CLUB OF SANTA MONICA

Vocational Service

Susan Annett - Director



The Vocational Service Committees are the direct link between Rotary and the community of Santa Monica through their recognition of exemplary citizens (youth and adult alike), who place service above self. Highlights include our own members (Craft Talks), our cities' outstanding employees and volunteers (Public Service Recognition Day), and our exciting Literacy program.



Nat

A. FOUR-WAY TEST PROGRAM – Nat Trives and Matthew Lehman

Objectives

- 1 Identify individuals who exemplify the principles of Rotary.
- 2 Expand our Club by introducing nominees to Rotary.
- 3 Market Rotary to the greater community.
- 4 Take advantage of social networking.



Matthew

Projects

- 1 Use existing non-profit networks to identify individuals who exemplify the principles of Rotary.
- 2 Invite awardee to our Rotary Club for lunch
- 3 Recognize awardees with a certificate and a \$100 dinner gift card.
- 4 Invite awardee to join Rotary, if appropriate.



Joe



Julie

B. PUBLIC SERVICE RECOGNITION DAY – Joe Metoyer and Julie Thomas

Objectives

- 1 Honor an outstanding Police Officer, Firefighter, Transit Worker and Educator for the work each performs in our community.
- 2 Provide Rotarians the opportunity to meet our public service professionals and hear about their lives and service.

Projects

- 1 The Police Chief, Fire Chief, Director of the Big Blue Bus Service and the Santa Monica-Malibu Unified School District Superintendent introduce and acknowledge the accomplishments of their respective honorees.
- 2 Invite honorees and their families to our Club meeting to receive plaques and certificates. The recipients will accept with remarks outlining their goals and service to our community.

C. LITERACY – Susan Annett and Sharon Perlmutter Gavin



Susan



Sharon

Objectives

- 1 To place approximately 210 new books into Santa Monica Public Elementary Schools.
- 2 To provide books to senior citizen homes in the community.

Projects

- 1 During "Rotary Reads Week", members volunteer to read to children enrolled in K-3 classes.
- 2 At our annual Literacy Luncheon feature a prominent (local, state or national) literacy expert. This will complete our 'Rotary Reads Week' and recognizes all of our reading Rotarians.
- 3 Collect gently used books and paperbacks for adults in senior citizen homes.

D. SUPPORT OUR PUBLIC SAFETY OFFICERS (THANKSGIVING) – Dee Menzies and Jim Menzies



Dee



Jim

Objectives

- 1 Extend our Club's appreciation to the men and women of the Santa Monica Police Department who are present in our community to serve and protect on a holiday where most residents are sharing Thanksgiving with their families.

Projects

- 1 Rotarians partner with community organizations to provide a complete Thanksgiving Dinner to our public safety officers at the police station. Setup and cleanup will be included.



Charlie

E. CRAFT TALKS – Charlie Follette

Objectives

- 1 To introduce and provide recognition of new members.
- 2 To build the bonds and connections that integrate new members into the Club.
- 3 To provide many of our most rewarding and interesting Rotary Programs.
- 4 To recognize long established Rotary Club members by asking them to present a renewed Craft Talk.

Projects

- 1 New members are scheduled to speak at our luncheon programs about themselves, their families and their occupations, past and present.
- 2 The new members should be well prepared and give the best Craft Talk possible. The committee chair prepares the 'Craft Talker' for their presentation.
- 3 Ask long-standing Club members to “reintroduce” themselves and present a more current approach to their original Craft Talk.

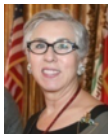
ROTARY CLUB OF SANTA MONICA
International Service
Rick Mateus - Director



The International Service Committees are dedicated to the betterment of world understanding. Rotary International Service provides us with a unique opportunity to assist our fellow human beings on a wider scale than we could ever accomplish as individuals.

A. ROTARY INTERNATIONAL FOUNDATION – RoseMary Regalbuto and Charlie Follette

Objectives



RoseMary



Charlie

- 1 To increase our Club members' annual giving to The Rotary International Foundation and to meet or exceed our commitment of \$25,000.00.
- 2 Maintain 100% of Club members as Paul Harris Fellows.
- 3 To obtain commitments from four additional members to become Benefactors of the Rotary International Foundation.
- 4 To encourage the more affluent members of our Club to make gifts to the Permanent Fund of the Rotary Foundation.
- 5 To designate Club contributions to the Annual Giving Fund to the Polio Eradication Fund to finally eradicate polio worldwide.
- 6 To achieve two (2) additional Club members to arrange for contributions as Paul Harris Bequest Society Members.
- 7 Meet budget expectations.

Projects

- 1 Each member of our committee will follow up our contacts to members with requests for donations to the Foundation's Annual Giving Fund in conjunction with District 5280's Foundation Celebration.
- 2 The Committee members will make announcements during Club Meetings from early August through late October to sell as many Foundation Celebration raffle tickets and admission tickets as possible.
- 3 Each member of our committee will contact a list of members who have not yet become Paul Harris Fellows.
- 4 Conduct two Foundation programs during the year, one of them to be in November during RI Foundation month.

- 5 Undertake an education program of the new members of our Club to encourage each new member to become a Paul Harris Fellow or a Rotary Foundation Sustaining Member.



Connie

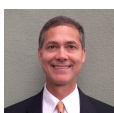
B. ROTARY INTERNATIONAL CONVENTION – Connie Maguire

Objectives

- 1 Encourage and promote participation of Club members to attend the Rotary International Convention.
- 2 Spread the word about our Rotary Club of Santa Monica at the International Convention.

Projects

- 1 Stimulate greater attendance at Rotary's International Convention by providing information through Rota-Monica, club meeting announcements, and personal contact.
- 2 Maximize the experience for our attendees by coordinating a hotel block and pre-scheduling activities during the convention.



David

C. STUDENT EXCHANGE – David Wisen and Monika White

Objectives

- 1 To encourage participation by the members of the Rotary Club of Santa Monica in the Rotary Youth Exchange Student program and to make them aware of the other programs available.



Monika

Projects

- 1 To encourage our members to recruit their relatives as applicants for the one-year Rotary Youth Exchange Student program. Applications are to be submitted by December.
- 2 Encourage Rotary member participation by hosting an exchange student.

D. FOUNDATION SCHOLARSHIPS – Judy Iriye and Jillian Alexander

Objectives

- 1 Sponsor no more than one candidate for the Global Grant Scholar Program.
- 2 Meet budget expectations.



Judy

Projects



Jillian

- 1 Sponsor no more than one applicant for a Scholarship or Fellowship for the upcoming year.
- 2 Host-Sponsor Scholar(s) throughout the Rotary Year.
- 3 Invite foreign Scholars or Fellows to attend and speak to our membership when they are in our community.



Karim



Jillian

E. WORLD COMMUNITY SERVICE – Karim Jaude and Jillian Alexander

Objectives

- 1 To research, review and recommend international humanitarian projects, where the Club can make an effective financial contribution either singularly or jointly with other organizations, utilizing available matching grants wherever possible.
- 2 To educate and gain the support of our members for humanitarian causes outside our immediate community.
- 3 To locate Rotary Clubs in other countries with which to partner on a given project to contribute to the project and help ensure that the project is completed on time, on budget, and to prepare all necessary paperwork in a timely fashion.
- 4 Meet budget expectations

Projects

- 1 Lead or contribute to the funding for a substantial project in a foreign country in conjunction with the annual District humanitarian trip.
- 2 Support other projects as chosen by the WCS committee with a focus on education, eradicating hunger, health care, children, environmental sustainability or safe drinking water.
- 3 Explore the possibility of participating in Micro Lending projects.



Matthew



Tom

F. INTERNATIONAL FOOD AND MUSIC FESTIVAL – Matthew Lehman and Tom Loo

Objectives

- 1 Organize our Club's annual International Food and Music Festival event. Tom and Stephanie Loo have again graciously agreed to open their wonderful Malibu home for this project that has become the highlight of each year for our members and guests.
- 2 Provide a great family event through food and music to celebrate the ethnic diversity within the Club and, when possible, to welcome Rotary groups from around the world.
- 3 Have the District 5280 exchange group participate in our event and have them point to the festival as one of the highlights of their visit to the United States. For many years, the Club also has used the event to welcome Group Exchanges from Bangladesh, Brazil, Germany, India and Japan.
- 4 Participation by District representatives.
- 5 Participation by the Rotaract Club of Santa Monica College and to use the event to meet and mingle with active members of the Club
- 6 Meet budget expectations

Projects

- 1 Planning for the project begins immediately after the end of the prior year's event.
- 2 Committee members will be focused upon
 - a. Participation by Club members in world-wide foods and beverages



Judy

- b. Use of food stations typically presented by local restaurants
- c. Various types of live music.

G. INTERNATIONAL WINE AND JAZZ FESTIVAL – Judy Neveau, Ken Waltzer, Suzan Allbritton, and Andrea Gressinger

Objectives

- 1 Organize our Club's Annual International Wine & Jazz Festival.
- 2 Continue dual goals of providing great sociability and fundraising to assist with our Club's Community Service and World Community Service projects.
- 3 Increase participation in annual event – both by Club members and the general public.
- 4 Raise \$50,000 or more!
- 5 Meet budget expectations

Projects

- 1 Identify event date and secure venue
- 2 Identify sub-committee chairs
 - a. Sponsorship
 - b. Marketing/Promotion
 - c. Ticketing
 - d. Auction Items
 - i. Silent Auction items – value under \$500
 - ii. Live Auction items – value greater than \$500
 - e. Tasting Wine
 - f. Catering
- 3 Groom new members to co-chair the following year



Ken



Suzan



Andrea

ROTARY CLUB OF SANTA MONICA
Office of the President
Tom Loo, Sharon Perlmutter Gavin, Larry Mortorff

The Office of the President is similar to an Executive Committee where the President and Vice Presidents have joint responsibility and rights relative to Programs, District 5280 relationships and opportunities, and the monitoring of functions or events where full committees may be unnecessary.



Tom



Sharon



Larry

A. District 5280 Activities/Opportunities – Tom Loo, Sharon Perlmutter Gavin and Larry Mortorff

Objectives

- 1 To utilize the collective time and talent of the Club's highest elected officers, recognizing collaborative leadership benefit to the Club and Members.

Projects

- 1 To provide an effective interface between the Club and the District in relation to responsibilities and opportunities.

B. Club Historian – Jack Gregory

Objectives

- 1 The Historian retains all archival material in an appropriate storage facility and notifies the Board of any change in location of such material. The historian regularly updates a brief description of the Club's history for the Club roster and for presentation to new members.

Projects

- 1 Update and retain history materials.



Jack

How To Support The Rotary Foundation Programs

The primary funding for the Rotary International Foundation Programs comes from contributions to the *Annual Program Fund*. A Paul Harris Fellowship is given in recognition of any Rotarian around the world that contributes \$1,000 to the *Annual Program Fund*. Each additional \$1,000 contribution by a Rotarian is credited to his or her account and an additional Paul Harris Fellowship. Many members of the Rotary Club of Santa Monica have been recognized as multiple Paul Harris Fellows.



Each year the Club sets a goal for annual giving. This goal is an average of \$100 per member. There is an on-going need for contributions to fund the varied programs of the Rotary Foundation, such as Humanitarian Grants and Educational Scholarships and Grants.

Another method of support is a donation of money or property to the *Permanent Fund* of the Rotary Foundation or a signed Commitment Declaration that a Rotarian has made testamentary provisions in his or her will, trust, life insurance or qualified retirement benefits for the *Permanent Fund* to receive a substantial distribution after the lifetime of the Rotarian. The Foundation is also licensed to receive a contribution as a Gift Annuity, where the Foundation will issue a contract to pay the Rotarian a fixed percentage of the total amount transferred for his or her lifetime or for the joint lifetimes of the Rotarian and spouse.

Rotarians who contribute \$1,000 in cash, or more, to the *Permanent Fund*, or who make a commitment to make a testamentary gift, are given recognition as Benefactors. There are now 20 Benefactors in our Rotary Club of Santa Monica. The current list of Benefactors is provided on our Club's web site under the category of International Foundation.

It is very important to understand that the *Permanent Fund* of the Rotary Foundation is an endowment fund. The principal is invested in perpetuity and only the interest income is distributed to pay for the programs and grants of the Rotary Foundation. Several of our Rotarians have become members of the new Paul Harris Society.

For further information, members of our Rotary Club of Santa Monica should contact the Committee Chairs of the Rotary Foundation, RoseMary Regalbuto and Charlie Follette.

PANAMA



2016



**HUMANITARIAN TRIP
DISTRICT 5280 & 4240**

JANUARY 28, 2016 TO FEBRUARY 1, 2016



Discover Panama
Canal Cruise and Dinner
Optional Excursions
Humanitarian Site Visits
Shopping and Tours of Historic Panama City



The Santa Monica Rotary Club Foundation

Our Beginnings

The Santa Monica Rotary Club Foundation was founded by the Rotary Club of Santa Monica in 1972, under the leadership of Aubrey E. Austin, Jr., Gerald Jennings and Ralph Kiewet to mark the Club's 50th anniversary. The members' goal was to raise \$50,000 in time for the February 1972 birthday celebration and begin a program to help deserving nonprofit organizations in the Santa Monica Bay Area through foundation grants. With the combined effort of our trustees and Club members and the generosity of many in the community, our goal was achieved.

The Foundation grew slowly and assisted our community's finest organizations. A generous estate gift contributed significantly to the corpus of the Foundation. In 1997, under the leadership of the Club's 75th birthday chairman, Richard J. Rice, M.D., pledges and gifts from more than 65 percent of the Club's members further expanded the assets.

What We Have Accomplished

Since 1972, more than \$626,000, derived solely from the earnings of the corpus, has been distributed to qualifying local charities and nonprofit organizations. Approximately \$35,000 is awarded annually. We have played a role in bettering our community in small and large ways, from dental clinic equipment to chemistry lab equipment for high schools, computers for the elderly, VCRs for hospital patients, vehicles for the Red Cross, a forklift for the Westside Food Bank, to remodeling the kitchen at the Salvation Army. Funds are provided for capital improvement projects and equipment, not for operational expenses.

The Foundation is administered by nine trustees, all members of the Santa Monica Rotary Club: Dorothy F. Menzies, Harold H. Quigley, Judith Neveau, Carol O. Jackson, E. Belmont Herring, Esq., Richard E. Lawrence, Thomas Loo, Esq., David Bohn, and George Collins.

Our Santa Monica Rotary Club Foundation is not related in any way to the Rotary International Foundation, which is funded by Rotarians throughout the world via the Paul Harris Fellowship program.

How You Can Help

We rely on contributions and encourage you to make us a regular part of your charitable giving at any time. Please think of us as a way of honoring a loved one who has departed; we will send a special card to the person you designate apprising them of your gift (without mention of the amount) as well as a letter of acknowledgment to you. Or you can honor an individual on a birthday, anniversary, or any special occasion and they will be similarly recognized. Recommending a gift to the Foundation in lieu of flowers or gifts is another way you can help.

All gifts are tax deductible and do much to help our Santa Monica Bay community. All that, and we do the hard work to research and evaluate the beneficiaries of your generosity!

A Foundation for the Future...



BEGINNINGS

The Santa Monica Rotary Club Foundation was founded by the Rotary Club of Santa Monica in 1972, under the leadership of Aubrey E. Austin Jr., Gerald Jennings and Ralph Kiewet to mark the club's 50th anniversary. The members' goal was to raise \$50,000 in time for the February 1972 birthday celebration and begin a program to help deserving non-profit organizations in the Santa Monica Bay area through a foundation. Through the dedicated work of our trustees and Rotary Club members, as well as the generosity of many in the community, the goal was achieved.

The Foundation grew slowly through the years, while assisting our community's finest organizations. One generous estate gift contributed significantly to the corpus of our Foundation. In 1997, under the leadership of the club's 75th birthday chairman, Richard J. Rice, M.D., pledges and gifts from more than 65% of the club's members further built the assets of the Foundation.



Ladies of the Salvation Army display their remodeled kitchen.



Smiles from the children of the Boys & Girls Club of Santa Monica.

OUR CONTRIBUTIONS

Since 1972, more than \$590,000, has been given to local charities and non-profit organizations by our Santa Monica Rotary Club Foundation. We have played a role in bettering our community in dozens of small and large ways: whether it has been dental clinic equipment to serve the needy, chemistry labs for high school students, computers to help the elderly, technology for hospital patients, vehicles for the Red Cross, fork lift for the Westside Food Bank or kitchen remodeling at the Salvation Army, your Santa Monica Rotary Club Foundation has been there to help. Funds are provided for capital improvement projects or equipment, and not for operational expenses. The Santa Monica Rotary Club Foundation is administered by nine trustees, all members of the Rotary Club of Santa Monica.

Our Santa Monica Rotary Club Foundation is not related in any way to the Rotary International Foundation, which is funded by Rotarians throughout the world through the Paul Harris fellowship program.

HOW YOU CAN HELP

We rely on contributions all during the year and encourage you to make us a regular part of your charitable giving.

At special times of the year, you can also make a gift to the Santa Monica Rotary Club Foundation as a way of honoring a loved one. When you make a gift to the Foundation in memory of a deceased family member, friend or colleague, we will send a special card to the person you designate apprising them of your gift (the amount is not mentioned), as well as an acknowledgment letter to you. You can also honor an individual or couple on a birthday, anniversary or special occasion with a gift to the Foundation, and they will be similarly recognized.

Remembering us in your will or when you do your estate planning is another way of contributing to our community. Some families also choose to encourage gifts to the Santa Monica Rotary Club Foundation in lieu of flowers when a loved one passes away.



Olympic High School will enjoy its new equipment technology.

Your charitable gift made in memory of, or in honor of, an individual or family member will go a long way to continue our great tradition of helping LOCAL charities continue their marvelous work in the Bay Area. Your gift stays in the Santa Monica Bay area.

The second great benefit of giving to your Santa Monica Rotary Club Foundation is that we evaluate the projects for you, so you can be sure that you are contributing to a worthy organization and a specific need.

All gifts to the Santa Monica Rotary Club Foundation are tax-deductible, and do much to help our Santa Monica Bay community.

**Representative Organizations
Helped by the
Santa Monica Rotary Club Foundation**

AMERICAN RED CROSS - SANTA MONICA
BOY SCOUTS OF AMERICA
BOYS & GIRLS CLUBS OF SANTA MONICA
CENTER FOR THE PARTIALLY SIGHTED - SANTA MONICA
JOHN ADAMS MIDDLE SCHOOL
MALIBU JUNIOR HIGH SCHOOL
MEALS ON WHEELS WEST
ROTARY CLUB OF SANTA MONICA
SANTA MONICA HOSPITAL - DENTAL CLINIC
SAINT ANNE'S SCHOOL
ST. MONICA'S HIGH SCHOOL
SANTA MONICA HIGH SCHOOL
SALVATION ARMY OF SANTA MONICA
STEP-UP ON SECOND STREET
UPWARD BOUND - SANTA MONICA
VENICE FAMILY CLINIC
WESTSIDE FOOD BANK
WHEEL CHAIR FOUNDATION
SANTA MONICA HISTORY MUSEUM
OLYMPIC HIGH SCHOOL
SANTA MONICA FAMILY YMCA
SANTA MONICA WESTSIDE YWCA
WISE AND HEALTHY AGING
CARLTHORP SCHOOL
SANTA MONICA SYMPHONY ORCHESTRA
SANTA MONICA COLLEGE

TRUSTEES

Dorothy F. Menzies
President

Harold H. Quigley
Vice President

Judy Neveau
Secretary

Carol Oakley Jackson, CPA
Treasurer

E. Belmont Herring, Esq.

Richard E. Lawrence

Thomas Loo, Esq.

David Bohn

George Collins



For more information, contact:

Santa Monica Rotary Club Foundation
P.O. Box 586
Santa Monica, CA 90406

(310) 829-4948



**SANTA MONICA
ROTARY CLUB
FOUNDATION**

Americ
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Family
Club o
Center

Scouts
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Library
• Girls
Study
Malibu

Junior High School • National Conference of
Christians & Jews • Rotary Club of Santa Monica
• Santa Monica Hospital - Dental Clinic • Saint
John's Health Center • St. Monica's High School
• Santa Monica High School • Salvation Army
of Santa Monica • Senior Health & Peer
Counseling Center • Step-Up on 2nd Street •
Upward Bound - Santa Monica • Wellness
Community of Santa Monica • Y. M. C. A. of
Santa Monica • Y. W. C. A. of Santa Monica

CHARITABLE & MEMORIAL GIFT PROGRAM

Making a difference in the Santa Monica Bay Area

8th Annual Wine & Jazz Festival

"Flights of Wine"

Presented by the Rotary Club of Santa Monica

Highlighting one of our charitable beneficiaries:



Angel Flight®
WEST

Save the Date!

Sunday, November 15, 2015, 2-5 PM

Held @ Santa Monica Museum of Flying



Looking for Sponsors, Auction Items, and Friends to Bring



Club Attendance Rules

The lifeline of our Club is regular attendance at our meetings by our members. The following list is provided to assist Club members in understanding the rules as developed and disseminated by Rotary International:

- All Club members, except for honorary members and members who have been excused by the Board of Directors for good and sufficient reason, are required **(i) to attend or make up at least 60%** of the Club's regular meetings in each half of the Rotary year, **and (ii) to attend at least 30%** of the regular meetings of this Club in each half of the Rotary year (i.e. July to December, January to June).
- A member is **counted** as attending a regular meeting of this Club if such member is present for at least **60% of the time** devoted for the regular meeting, or makes up for an absence by any of the following ways: attendance **within 14 days** before or after the missed meeting by attending the meeting of another Rotary Club; attendance at a Rotary International convention or meeting; attendance at a District convention or meeting; or attending a Club service project authorized by the Board of our Club.
- The membership of any member, other than an honorary member or a member who has been excused from attendance requirements, shall automatically **terminate** if, without the consent of the Board for good and sufficient reason, the member fails to attend or make up four consecutive Club meetings.
- While not mandated by rules, members who are required to leave early from a meeting are requested as a courtesy to the speaker to apologize to the speaker prior to his or her talk of the necessity for early departure. Also, Club members are encouraged to thank our speakers after the meeting for taking the time to join us.

The attendance rules for the Rotary Club of Santa Monica are in strict accordance with those rules that are stated in the Club's constitution, and which are prescribed for all Rotary Clubs in the bylaws of Rotary International. These rules are found in Article VII, Attendance, and Article X, Duration of Membership.

Cost of Meals

New members under 40 years of age must attend three (3) Rotary meetings/activities per month with at least two (2) being lunch meetings at our Club. Otherwise they enjoy Senior Exempt fee structure for remaining RCSM lunches for a 2-year period.

- 1 All members, including Senior Exempt, shall pay an \$8.00 room fee or venue tax per lunch.
- 2 Lunch rates are as followed:
Guests - \$45
Members - \$45
Member Make up Credit - \$14

Appendix A: Policies and Procedures of the Rotary Club of Santa Monica

ARTICLE I POLICIES AND PROCEDURES MANUAL

1.1: Purpose

The purpose of this Policies and Procedures Manual of the Rotary Club of Santa Monica is to establish, in writing, significant functions, activities and traditions not otherwise covered under the club constitution or club bylaws.

1.2: Review and Revision

The president, in July of each alternate year beginning in the year 2000, shall appoint a committee to review and make recommendations for revision of this manual. The committee shall be composed of not less than two past presidents and at least one other member who is not a past president. Board members shall not be included in this committee.

1.3: How Amended

The policies and procedures in this manual may be amended by action of the board of directors by a majority vote at any regular or special meeting. During the course of any meeting, the board should assess all actions taken to determine whether such actions would be appropriate for inclusion in this manual.

1.4: Where Maintained

The president shall maintain one copy of this manual, and shall pass this copy on to the president-elect at the joint board meetings held in June of each year. The executive secretary shall also maintain a copy of this manual. It is also recommended that all officers and directors have access to copies of the manual, and that the club membership be made aware of the manual's existence and function.

ARTICLE II MEMBERSHIP

2.1: Policy Statement on Membership

2.1.1: **Policy:** The Rotary Club of Santa Monica is one of the largest and most stable clubs in District 5280. Of all the big clubs in our district, we have one of the best attendance records and have had for years. We have a diverse membership ethnically and racially, and we were the first club in Rotary to admit women. In short, we enjoy a membership that is diverse, friendly, and effective.

We believe that a major reason for this enviable record is our club's particular view about membership. We recognize the importance of a vigorous membership program; however, over the years our club has benefited by stressing quality over quantity in recruiting new members. We have always sought the best person in each classification. Furthermore, we believe that from time to time we should remind ourselves of the criteria which have served our club so well for so long.

2.1.2: Procedure

Consistent with the guidance set down by Rotary International, we have invited to membership those persons who:

- 1 are the heads of their business or professional organizations; or
- 2 hold executive positions with discretionary authority in their businesses or professions; or
- 3 act as the local head of a large organization; and
- 4 live or work in the city of Santa Monica or an adjacent Rotary territory, thus permitting attendance and participation in activities of the club; and
- 5 are demonstrated leaders within the classifications they will represent; and

6 exhibit those qualities which will permit them to fully participate and assume leadership in our club's activities; and

7 understand and are willing to follow the requirements for membership and are willing and able to meet the financial requirements of membership.

2.1.3: Employment or residence within the geographic boundaries of our club's territory for a period of time long enough to be observed to assure that prospective members meet the above criteria will normally be necessary. Exceptions to this residency requirement would be individuals who have undergone employment evaluation recently by prominent agencies or businesses that otherwise accomplishes the club evaluation without such residency. Examples of such individuals are: police chief, fire chief, superintendent of schools, district manager of a utility company, member of the clergy and bank president.

2.1.4: In addition, we think that it is both courteous and desirable when proposing a new member from a business or profession already represented in our club to seek the advice and concurrence of that member prior to submitting a proposal.

2.1.5: A person should never be told that he or she is being considered for membership until the board of directors has given final approval and so advised the sponsor.

2.2: How to Propose a Member.

2.2.1: Policy Membership in Rotary is by Invitation: Article XII of the club bylaws states the method of electing members. Members should not propose individuals whom they do not know well. If your prospective member's likely classification is already held by a club member, it is club policy (Section 2.1.4) that you discuss the proposal with that member prior to processing a proposal card.

Procedure

2.2.2: A prospective member shall be identified consistent with the club's policy statement on membership, Article II, Section 2.1 of this manual.

2.2.3: It is recommended and encouraged that the prospective member attend at least one club meeting as a guest of the proposer to observe the club's activities and to be introduced to the membership and to the president, when possible.

2.2.4: The proposer shall obtain from the club secretary or executive secretary a proposal card which shall be submitted to the board for consideration. The card shall include the prospect's name, business address, area of residence, the position held within the prospect's business or profession, whether a past Rotarian, and activities which would enhance consideration as a Rotarian.

2.2.5: Although more than one club member may propose the same prospect, the first name listed on the card shall be the member considered to be the main sponsor and shall be expected to fulfill the responsibilities associated with sponsorship. The presence of multiple sponsors on a proposal card does not alter the membership process or create greater likelihood of election to membership than a single sponsor. Members should not agree to co-sponsor a prospective member unless the individual is well known to them.

2.2.6: Return the proposal card to the executive secretary.

2.2.7: The proposal shall be kept confidential until the person is elected to membership.

2.2.8: When a proposal card is requested by a member, a summary of this proposal process shall be distributed with the card by the executive secretary.

2.3: Suggested Method of Notification of a Proposed Member

Procedure: The president, sponsor and, if possible, a member of the Rotary Information Committee shall meet with the prospective member to explain the purpose of Rotary and to outline the attendance, financial and other

requirements of membership. The prospective member shall be invited to membership when it is apparent that these conditions are agreed to.

2.4: Installation of New Members

Policy: New members shall be officially installed to membership, within two months of election, at any regular club meeting by a past-president of the club.

2.5: New Member Orientation and Education Program

Policy: As new members are brought into the Rotary Club of Santa Monica, it is very important that they receive early and active indoctrination, instruction and activation into the club's activities. The new member's sponsor and members of the First Year Activities Committee share the responsibility of assuring this occurs successfully.

Procedure: The following are recommended goals for each new member:

- serve as a member of the Fellowship Committee during the first year of membership and serve as a greeter at the door at weekly meetings at least four times during the first three months of membership;
- attend a scheduled Rotary Information (Fireside) session within four months of joining;
- make a commitment to achieve perfect attendance for the first six months of membership;
- participate actively on at least one active club committee other than the Fellowship Committee;
- attend at least one of the four district breakfasts during the first year;
- attend the annual club dethroning/enthroning party in June;
- attend the club assembly held in conjunction with the district governor's annual club visit;
- attend at least one of the following district functions:
 - District 5280 assembly held in the spring;
 - annual district conference held in the spring;
 - annual district Rotary Foundation dinner.

Copies of the club's policies on membership and on how to propose a member shall be given to each new member at the scheduled Rotary Information Committee session.

2.6: Use of Club Roster for Solicitation Purposes

Policy: Article XIII, Section 13.2 of the club bylaws states that appeals to the club or club members for charitable or other subscriptions shall be referred to the board for consideration.

Procedure: Any individual, including any member, who wishes to use the club roster for solicitation or subscription purposes of any kind, including political, for-profit and not-for-profit purposes other than those commonly acknowledged as being a part of the club's usual activities, must present to the board a request for such solicitation, which shall include any pertinent information that will assist the board in determining whether to allow the solicitation or subscription of the club members to occur.

2.7: Solicitation for Business or Professional Services at Club Meetings

Policy: It is the policy of this club that solicitation of the club membership at regular club meetings for non-Rotary-related business matters or for professional services not be permitted. Because the request to make these solicitations is often made on the day of the meeting and there is no time for the request to be evaluated by the board, the president or the vice-president in charge of programs shall make the decision as to the appropriateness of the solicitation.

- 2.7.1: Solicitations unrelated to the weekly club program: The distribution of table fliers and announcements from the lectern unrelated to the day's program or Rotary-related activities is not acceptable. Rotary-

related activities may include solicitations from other Rotary clubs for awareness of or participation in their community service projects. Solicitations for support of political candidates or of contested ballot measures are also not acceptable. Solicitations by community non-profit organizations that are generally supported by this club may be approved by the president only in unusual circumstances.

- 2.7.2: Solicitations made by the program speaker: Individuals should not be engaged to speak to the club whose sole purpose is to solicit business or offer professional services to the membership. The appropriateness of distribution of table fliers or the sale of books or other articles that are a natural extension of the speaker's informational, educational or inspirational message shall be assessed by the president or the vice-president in charge of programs prior to the meeting. Ideally, this will have been discussed with the speaker by the vice-president in charge of programs at the time the individual is invited to speak. In general, the sale of items by speakers at meetings should not be encouraged.

ARTICLE III ATTENDANCE

3.1 Statement of Club Policy

The Rotary Club of Santa Monica affirms the value and importance of adherence to the attendance requirements of Rotary International as stated in our club constitution. The board of directors of this club shall take seriously the criteria established by Rotary International for meeting satisfactory attendance requirements. It is recognized that the board may waive these requirements in individual cases for good and sufficient reasons, but this authority should be exercised only with extreme discretion, and without favoritism toward one member over another.

3.2: Club Projects Counted as Make-ups

In accordance with Article VII, Section I(a)(vi) of the club constitution, the board of directors authorizes the following club projects to be counted as make-ups, if attended within 14 days before or after absence from a regular club meeting;

- community immunization clinics
- serving holiday meals to police and fire personnel
- participating in the "Rotary Reads To Kids" school literacy project
- Salvation Army Christmas-time bell-ringing during the club meeting time.

The board may authorize other club projects to be counted as make-ups from time to time at its discretion.

3.3: Cancellation of Meetings Due to Legal Holidays

Regular club meetings that fall the business day before or the business day after a legal holiday may be canceled by the board.

3.4: Annual District Assembly

All officers-elect and board of directors members-elect are expected to attend the annual district assembly.

- 3.5: Warning Policy for Unexcused Absences Policy: The club shall have a warning system in place to alert members who have three consecutive unexcused absences from regular meetings about the risk of losing membership following a fourth consecutive absence.

Procedure: Within 72 hours of a third consecutive unexcused absence by a member, a post card shall be mailed by the executive secretary to that member warning of the risk of loss of membership with one more unexcused absence. At the same time, another post card shall be mailed by the executive secretary to that member's sponsor pointing out the deficient attendance of the sponsored member and urging the sponsor to

call on the member personally to discuss the attendance requirements of the club.

3.6: Use of internet E-Club Make-ups

A maximum of two make-ups per administrative year will be allowed as club make-ups.

ARTICLE IV CLUB OPERATIONS

4.1: Finances

4.1.1: Confidentiality of Pledge

- 4.1.1.1: Pledges made to the club for annual contributions to the club's charitable activities made by new members upon joining the club and by all other members annually upon the request of the president-elect are confidential in nature, and are to be known only by the president or the president-elect and either the executive secretary, the club treasurer or the club secretary as selected by the president or president-elect for administrative purposes.
- 4.1.1.2: The president or president-elect shall share with the board the total amount pledged each year, and cause to be made to the board regular progress reports on the collection of those pledges, typically at each board meeting.

4.1.2: Club budget

- 4.1.2.1: Budget Preparation and Adoption: Each year the treasurer-elect, in conjunction with the board of directors-elect shall prepare a budget for adoption by the board of directors at its first official meeting. Part of the budget preparation process prior to adoption shall be discussion of the executive secretary's employment agreement.
- 4.1.2.2: Social Activities Revenue Neutral: It is the policy of this club that all social activities should be revenue neutral. Exceptions to this policy, when club finances permit, are the annual dethroning/enthroning dinner party, First Year Activities Committee parties and sponsorship of the club's volley-ball team participation in state tournaments. The board is authorized to waive this policy in other exceptional cases under individual circumstances without having to alter this policy section.
- 4.1.2.3: Cancellation Policy: A reservation made for a club function may be canceled prior to the event and not billed to the member if the cancellation is made on a date determined by the chairman of the function to be sufficiently enough in advance of the function that it will not affect the planning or the cost of the function.

4.1.3: Annual Treasurer's Report

It is the responsibility of the treasurer to report to the club membership at its annual meeting a brief summary accounting of the club's financial status, as is required in the club bylaws (Article 3, Section 3.5).

4.2. Leave of Absence

- 4.2.1: Duration: Article X of the club bylaws provides for leave of absence for good and sufficient reasons from attending meetings of the club for a specified length of time for each individual applicant. A request for leave of absence shall be in writing to the board, and shall include the reason for the leave and the duration requested. It is the policy of this club that such leaves, in general, not be granted to exceed three months; provided, however, that the member may submit a request for extension of such leave, which may be granted at the discretion of the board. The club secretary shall notify the requesting member in writing of the specific date on which the leave of absence terminates.
- 4.2.2: Reason: The specific reason for the leave of absence shall be stated in the minutes of the board's meeting, but need not be mentioned when reported to the membership in the club bulletin.

- 4.2.3: Fiscal Effect: Billing for weekly lunches shall be waived during the leave of absence. Any lunch meetings attended during the leave will be billed individually. Annual Rotary club dues will continue to be due and payable at the usual billing periods.
- 4.2.4: Attendance Record: The member's absence during the leave period shall not be counted against the club's overall attendance record. A perfect attendance record cannot be maintained by the member under a leave of absence.

4.3: Non-partisan Status

- 4.3.1: The general welfare of the community, the nation and the world is a concern to the members of this club, and the merits of any public question involving such welfare shall be proper subjects of fair and intelligent study and discussion at a club meeting for the enlightenment of the members in forming their own individual opinions. However, this club shall not express an opinion on any controversial public issues.
- 4.3.2: This club shall not endorse or recommend any candidates for public office and shall not discuss at any club meeting the merits or demerits of any such candidates.
- 4.3.3: This club shall neither adopt nor circulate resolutions or views, nor take corporate action dealing with local, national or world affairs, or international policies of a political nature.

4.4: Club Historian

The president, with the approval of the board, shall appoint a senior club member to function as the club's historian. The historian shall retain all archival material in an appropriate storage facility and shall notify the board of any change in location of such material. Such material shall include copies of all available club bulletins, minutes of all board meetings for the past seven years, a separate confidential file for storage of minutes taken at meetings of the board in executive session, club memorabilia other than photographic material retained by the club photographer, and such financial records as deemed necessary for standard business practices. The historian shall regularly update a brief description of the club's history for the club roster and for presentation to new members.

4.5: President-Elect, Duties of

- 4.5.1: The president-elect is expected to attend the annual Presidents Elect Training seminar (PETS) held annually by this club's district unless excused by the district governor-elect.
- 4.5.2: The president-elect shall also serve as liaison to the Santa Monica Rotary Club Foundation board.

4.6: President-Elect-Designate, Duties of

The president-elect-designate shall chair the annual dethroning/installation dinner meeting.

4.7: Immediate Past President, Duties of

The immediate past president shall be the chairman of the advisory committee, with the following duties:

- call the nominating committee to meet at least six weeks prior to the annual club meeting;
- supervise the selection process of nominees for officers and directors for the coming year;
- supervise the distribution, collection and counting of ballots at the annual club meeting;
- report the results of the election to the club at the end of the annual meeting;
- chair the annual meeting of the advisory board held during the double board of directors meeting in June and transmit in writing to the incoming president any recommendations made by the advisory board at that meeting; and
- call a meeting of the advisory board upon the request of the president, the board of directors, or the request of three or more past presidents to discuss issues of concern to the club.

4.8: Vice President, Duties of

Unless the president has some reason for asking that the vice president not have such authority, when

conducting a meeting in the absence of the president, a vice president is authorized to apply recognition fines at the vice president's discretion.

4.9: Official Administrative and Fiscal Club Year

Notwithstanding Article V, Section 5.1, the official administrative and fiscal year for this club shall be from July 1 to June 30.

4.10: Presentation of Paul Harris Fellows and Foundation Benefactors

Because our club places special emphasis on these contributions, the recognition of new Paul Harris fellows and Rotary Foundation benefactors shall be presented by a past president or, if none is available, the chairman of the Rotary International Foundation Committee.

4.11: Club Secretary

- 4.11.1: The club secretary, an elected officer, shall be responsible for the minutes of all board meetings until the office of that club secretary is completed, at which time the executive secretary shall be responsible for the maintenance of all board meeting records.
- 4.11.2: A standard format for club secretaries is attached to this policies and procedures manual.
- 4.11.3: The club executive secretary shall be responsible for electronic archiving to computer media, the minutes of each board meeting.

4.12: Elections

- 4.12.1: One week prior to the annual meeting, the president shall state that absentee ballots will be available to those who will not be in attendance on the date of the annual meeting when the election process takes place. Members who are certain they will not be in attendance will be requested to notify the executive secretary by the end of the meeting.
- 4.12.2: The president will provide ballots, either by fax or by e-mail, to those who have indicated they will not be in attendance on that date. These ballots will be sent one week prior to the annual meeting. Ballots will be due the day prior to the annual meeting.
- 4.12.3: A list of all members requesting such absentee ballots shall be provided to the past presidents responsible for passing out ballots during the annual meeting. Members who find that they will be present during the annual meeting will be allowed to provide only one ballot for club elections.

4.13: Bi-Annual Membership Updates

The executive secretary shall provide current membership data in March and September of each year for the purpose of publishing a membership list biannually in April and October.

4.14: Cell Phones

- 4.14.1: Policy: It is the policy of the board that cell phones and pagers must be turned off or placed on quiet during the entire course of the meeting.
- 4.14.2: Procedure: A sign will be placed prominently in the area of the entrance to enforce this code of conduct for the entire meeting.

4.15: Use of Club Name in Electronic and Printed Media for Public Consumption

- 4.15.1: Use of the club name, club logo or Rotary insignia in any printed medium or electronic medium such as web sites or e-mail to non-club members must receive prior approval by the board or a committee designated by the board for that purpose.
- 4.15.2: Any information disseminated on club web sites or by any web sites using the club name or club logo must meet the non-partisan limitations imposed in Section 4.3 above.

ARTICLE V BOARD OF DIRECTORS

5.1: First Official Board Meeting

The first official board meeting of a newly elected board shall be that meeting which first occurs following installation of officers and directors at the annual dethroning/enthroning party.

5.2: Joint Board Meeting

The final meeting of the incumbent board of directors held in the month of June shall be held on the same day and at the same place as the separate final planning meeting of the board of directors-elect. At this meeting authorization may be given by the incumbent board to the board-elect to conduct a final evaluation of the employment contract with the executive secretary and to negotiate such contract with the executive secretary.

5.3: Voting

5.3.1: Use of E-Mail For Voting

Voting on any motion may be conducted only at an official board meeting in the presence of a quorum of the board. Until authorized by a change in the club bylaws, the use of e-mail by the board for voting purposes on any matter is not allowed.

5.3.2: Use of Written Ballot

5.3.2.1: In matters of significant controversy, the president is encouraged to call for a vote by written ballot. By avoiding public votes on controversial issues, each member of the board is free to express an opinion in the matter without pressure, making the decision based on merit, not by how other members of the board are voting.

5.3.2.2: In the case of an objection having been filed against a proposed member following the seven-day club notice, voting on that proposal shall be by written ballot.

5.4: Attendance of the Bulletin Editor at Board Meetings

It is recommended that the editor of the club bulletin be invited to attend board meetings as a guest in order to effect the most efficient flow of information from board meetings to the general membership through the club bulletin. Not being an elected board member, the editor is not a participating or voting member of the board, although the board may, from time to time, elicit the editor's opinion on any matter deemed appropriate by the board.

5.5: Executive Session

The board may meet in executive session, at its discretion, to discuss confidential personnel matters such as the salary and employment contract of the executive secretary, or highly controversial proposals for membership to which objections have been placed. Executive session shall be limited to elected officers and board members only, plus any individuals requested by the board to attend for purposes of supplying information necessary for the board's deliberations. Minutes shall be taken during executive session, but shall not be kept on file with the minutes of the regular meetings. Minutes of executive sessions shall be kept in a separate confidential file maintained by the club historian.

ARTICLE VI COMMITTEES

6.1: Club Service Committee Structure

Because of the large number of subcommittees serving under the club service committee, this committee may be divided into two or more subdivisions, with a director serving as chairman of each subdivision. Examples of such subdivisions are club meetings, member services and membership development.

6.2: Nominating Committee

- 6.2.1: This committee, composed of all past presidents currently in the club and chaired by the immediate past president, shall meet annually at least six weeks prior to the annual club meeting held on the second Friday in December. The committee shall nominate two candidates for each elected position.
- 6.2.2: In considering nominees for vice president, the nominating committee shall consider the individuals' potential competence as future president in their deliberations.
- 6.2.3: Additionally, the committee shall select a candidate for president-elect-designate from the available pool of past vice presidents. The committee shall meet with the selected candidate and obtain that person's agreement to accept the office and all of the responsibilities and obligations of the office.

6.3: Rotation of Committee Assignments

Policy: In order to retain vitality and enthusiasm on committees, committee membership should not remain stagnant, but should have regular transition of longer-appointed members off the committees to be replaced by newer members. Chairmen and vice-chairmen should also rotate out of these positions after a reasonable period of time.

Procedure: The president, vice-president in charge of committees and the board should consider this policy each year when making new committee appointments. Retention on each committee of one or more experienced members is important for continuity and historical memory of each committee's needs and problems.

6.4: Rotary Information Committee

This committee shall be composed of selected past presidents and shall meet at least every four months to hold an orientation discussion with newly elected members. Committee members may be called upon to accompany the sponsor of a proposed member and the club president at the time of extending the invitation to the proposed member to join the club.

6.5: Advisory Board

6.5.1: Composition

The advisory board shall consist of all past presidents of this club who are still members of the club. The chairman of the advisory board shall be the immediate past president.

6.5.2: Duties

The duties of this board are to serve, upon request, as an advisor to the president and the board of directors on any issues brought to them by the president or the board of directors, to serve as the annual nominating committee for officers and directors of the club, and to meet at least once annually to engage in general discussion concerning the club's activities and goals. This board is advisory only and does not establish policy for the club. However, the advisory board is useful to the board of directors for advice concerning controversial issues and major policy changes.

6.5.3: Annual Meeting

The advisory board shall hold an annual meeting on the same day in June that the joint consecutive meetings of the board of directors and the board of directors-elect is held. Any recommendations from the advisory board resulting from that meeting shall be forwarded in writing by that board's chairman to the new president and board of directors. The president-elect shall be invited to attend this meeting.

6.5.4: Other responsibilities

The responsibilities of past presidents shall include the installation of new members.

6.6: Membership Committee

The immediate past club president is the committee chair. He shall choose the committee members and inform the president and the executive secretary of those chosen. This committee is confidential in nature, does not require board approval, and works with the president on controversial matters.

6.7: Community and Youth Service Committee

Policy: Since the entire membership shares the responsibility of providing contributions to various charitable organizations, and since the amount of money requested by a charitable organization is usually the approximate amount approved by the committee, the Community and Youth Services Committee shall normally announce the amount of money donated to each organization.

6.8: Attendance/House Committee

Maintenance of the badge board shall be a function of this committee, in addition to its other duties.

6.9: Family of Rotary Committee

- 6.9.1: The Family of Rotary Committees shall be composed of widows and widowers of deceased members, as well as other selected non-members who present or past activities on behalf of the club have been of sufficient importance to merit inclusion in this committee.
- 6.9.2: Such committee guest shall be encouraged to attend various meetings and other activities appropriate to their interests, including Valentine's Day, Past Presidents Day, Host/Hostess dinner parties, the annual installation dinner, and other selected social activities.
- 6.9.3: Committee guest shall be funded by a separate section of the general fund.

ARTICLE VII CLUB BULLETIN

7.1: Seven-Day Notice

Seven-day notice of a proposed member shall be mailed to the membership as an enclosure in the weekly club bulletin. The notice shall include the proposed member's name, type of membership, classification, place of business and sponsor's name.

7.2: Changes in Club Membership

The club bulletin shall publish information on the addition of new members as well as the loss of members and members who have been granted leaves of absence. The executive secretary shall be responsible for providing this information to the bulletin editor.

7.3: Annual Honorary Memberships

The club bulletin shall publish annually the names of any individuals chosen to be awarded honorary membership in the club for that year at the second regular meeting of the board.

ARTICLE VIII EXECUTIVE SECRETARY

8.1: Position Description

A copy of the position description for the executive secretary is attached to this manual.

ARTICLE IX CLUB AWARDS

- 9.1: Awards for outstanding members of the club shall be maintained annually for each award.
- 9.2: **Joe Gilbert Award** - outstanding club member for the year just concluded
- 9.3: **Herb Spurgin New Member Award** - outstanding member in the first two years of membership
- 9.4: **Esther Johnson Spirit Award** - given to the member whose service to the Club, either in the past year or over an extended period of membership, typifies the spirit of Rotary in general, and the spirit of our Club, in particular.
- 9.5: **Austin Jennings Award** - outstanding and continuing service to our club for 20 or more years
- 9.6: **President's Award(s)** - president's own choice(s); special recognition for extraordinary service to the club during the year; does not have to be made every year
- 9.7: **John English Trophy** - annual golf award to member with low net score
- 9.8: **Good Citizenship Awards** - for middle school students
- 9.9: **Special Achievement Awards** (2) - for exceptional achievement by graduating or transitioning Special Education Program high school students (see attached description)

ARTICLE X CLUB NAMED SCHOLARSHIPS

- 10.1: Annual, Funded by the Club
 - 10.1.1: Tom Fox Scholarship - St. Monica High School
 - 10.1.2: John English Scholarship - Olympic High School
 - 10.1.3: Russell Hart Scholarships (2 - one male, one female) - Santa Monica High School
 - 10.1.4: Nick Holt Scholarship - Santa Monica College
 - 10.1.5: Archie Morrison Scholarship (2) - vocational scholarships at Santa Monica Colleges
- 10.2: Annual, Privately Funded.
 - 10.2.1: Connolly Oyler Scholarship - New Roads High School
 - 10.2.2: Morgan Leslie Segal Scholarship - Crossroads School – journalism

ARTICLE XI ANNUAL CLUB PROGRAMS

- 11.1: Past Presidents Day - first meeting in February
- 11.2: District Governor Day
- 11.3: Secretaries/Administrative Assistants Day - April
- 11.4: Good Citizenship and Scholarship Awards - end of school term(s)
- 11.5: Four-Way Test Essay Contest - Spring
- 11.6: Music Awards Competition Day - February
- 11.7: Community Service Recognition Day - late Spring
- 11.8: Annual Meeting - second Friday in December - election of officers and directors, annual treasurer's report
- 11.9: Annual Club Assembly - annual discussion of membership, recent changes in Rotary International and the Rotary International Foundation, annual report from the Santa Monica Rotary Club Foundation, review of open classifications by the classification committee, club problems, other special reports – January or February

Appendix B: Bylaws of the Rotary Club of Santa Monica

ARTICLE I ELECTION OF DIRECTORS AND OFFICERS

- SECTION 1.1: A nominating committee, composed of past club presidents and chaired by the immediate past-president, shall be appointed by the club president. At the regular meeting three weeks prior to the annual meeting the presiding officer shall ask the nominating committee for nominations for two vice-presidents, secretary, treasurer and four members of the board of directors. Nominations for these offices may also be made by members from the floor at that time. The nominations duly made shall be placed on a ballot in alphabetical order under each office and shall be voted for at the annual meeting. The candidates for secretary and treasurer receiving the greatest number of votes shall be declared elected to their respective offices. The two candidates for vice-president receiving the greatest number of votes shall be declared elected as vice-presidents. The four candidates for directors receiving the greatest number of votes shall be declared elected as directors. The two directors receiving the greatest number of votes shall serve for two years and the remaining two directors shall serve for one year.
- SECTION 1.2: The nominating committee shall select a president-elect-designate from the pool of past vice-presidents and shall announce that selection at the annual meeting. At the time that the president-elect is installed as president, the president-elect-designate shall become the president-elect.
- SECTION 1.3: The president, president-elect and the elected officers and directors shall constitute the board of directors.
- SECTION 1.4: A vacancy in the board of directors or any office shall be filled by action of the remaining members of the board.
- SECTION 1.5: A vacancy in the position of any officer-elect or director-elect shall be filled by action of the remaining members of the board of directors-elect.

ARTICLE II BOARD OF DIRECTORS

- SECTION 2.1: The governing body of this club shall be the board of directors (hereinafter referred to as the board), consisting of 12 members of this club; namely, the president, the president-elect, two vice-presidents, secretary, treasurer, and six directors selected and elected in accordance with Article I, Sections 1.1 and 1.2 of the bylaws.

ARTICLE III DUTIES OF OFFICERS

- SECTION 3.1: **President.** It shall be the duty of the president to preside at meetings of the club and the board and to perform such other duties as ordinarily pertain to that office.
- SECTION 3.2: **President-elect.** It shall be the duty of the president-elect to serve as an advisor to the president and as liaison to the Santa Monica Rotary Club Foundation.
- SECTION 3.3: **Vice Presidents.** It shall be the duty of the vice-presidents, as appointed by the president or the board, to preside at meetings of the club and the board in the absence of the president, and to perform such other duties as ordinarily pertain to that office. One vice-president shall be designated as supervisory chairman of committees and one as chairman of programs.

SECTION 3.4: **Secretary**. It shall be the duty of the secretary to keep the records of membership; record the attendance at meetings of the club and the board, and record and preserve the minutes of such meetings; make the required reports to Rotary International, including the semi-annual reports of membership, which shall be made to the secretary of Rotary International on January 1st and July 1st of each year, and including the report of changes in membership, which shall be made to the secretary of Rotary International and District 5280; forward the monthly report of attendance at the club meetings to the district governor immediately following the last meeting of the month; and perform such other duties as usually pertain to that office.

SECTION 3.5: **Treasurer**. It shall be the duty of the treasurer to have custody of all funds, accounting for same to the club at its annual meeting and at any other time upon demand by the board and to perform such other duties as pertain to that office. Upon retirement from office the treasurer shall turn over to the successor to that office or to the president all funds, books of accounts or any other club property held in possession.

ARTICLE IV EXECUTIVE SECRETARY

SECTION 4.1: At the discretion of the board, an executive secretary may be employed at a salary to be fixed by the board.

ARTICLE V MEETINGS

SECTION 5.1: Annual Meeting. The annual meeting of this club shall be held on the second Friday in December each year, at which time the election of officers and directors to serve for the ensuing year shall take place.

SECTION 5.2: The regular weekly meeting of this club shall be held each Friday at 12:10 P.M. at a place to be designated by the board, provided that in an emergency, or for good cause, the board:

- (a) may change the regular meeting of any week to a different day of the same week or to a different hour of the regular meeting day; or
- (b) may cancel the regular meeting of any week because it falls on, or the day adjacent to, a legal holiday, or because of the death of the club president, or an emergency or other good cause; and
- (c) shall provide due notice of any such change in or cancellation of the regular meeting to all members of the club.

SECTION 5.3: One-third of the membership shall constitute a quorum at the annual and regular meetings of this club.

SECTION 5.4: Regular meetings of the board shall be held each month at a time and place to be determined by the board. Special meetings of the board shall be called by the president whenever deemed necessary, or upon the request of two members of the board, due notice having been given.

SECTION 5.5: A majority of the board members shall constitute a quorum.

ARTICLE VI FEES AND DUES

SECTION 6.1: The admission fee shall be established from time to time by the board, and shall be paid by an applicant prior to qualification as a member.

SECTION 6.2: The membership dues shall be established from time to time by the board, and shall be payable semi-annually, one half on the first day of July and one half on the first day of January. The membership dues shall include each member's subscription to the Rotarian magazine.

ARTICLE VII METHOD OF VOTING

SECTION 7.1: The business of this organization shall be transacted by voice vote, rising vote, or ballot at the discretion of the presiding officer, except that the election of officers and directors must be by written ballot.

ARTICLE VIII COMMITTEES

SECTION 8.1:

(a) The president, subject to the approval of the board, shall appoint the following principal and standing committees:

- Club Service Committee
- Community Service Committee
- International Service Committee
- Vocational Service Committee
- Youth Service Committee

(b) The president has the discretion to combine the Community and Youth Service committees, or place any activity shared by more than one committee under one of those committees.

(c) The president, subject to the approval of the board, shall appoint such sub-committees on particular phases of club service, community service, international service, vocational service and youth service as deemed necessary.

(d) The club service, community service, international service, vocational service and youth service committees each shall consist of a chairman, who shall be named by the president from the membership of the board, and not less than two other club members, provided that one of the vice-presidents shall be named as supervisory chairman of all committees.

(e) In the event that sub-committees are created for the club service, community service, international service, vocational service and youth service committees, the president, subject to the approval of the board, shall appoint chairmen of such sub-committees who shall be members of the respective principal and standing committees. If a program sub-committee is created, the vice-president in charge of programs shall be appointed its chairman.

(f) The president shall be *ex officio* a member of all committees and, as such, shall have all the privileges of membership thereon.

(g) Each committee shall transact such business as is delegated to it in the bylaws and such additional business as may be referred to it by the president or the board. Except where special authority is given by the board, such committees shall not take action until a report has been made to the board and approved by the board.

ARTICLE IX DUTIES OF COMMITTEES

SECTION 9.1: *Club Service Committee*. This committee shall devise and carry into effect plans which will guide and assist members of this club in discharging their responsibilities in matters relating to club service. The chairman, or co-chairmen, of the club service committee shall be responsible for regular meetings of the various sub-committees under its portfolio and shall report to the board on all club service activities.

(a) Attendance Committee. This committee shall devise means for encouraging attendance at all Rotary meetings, including attendance at district conferences and other Rotary-related meetings by all club

members. This committee shall especially encourage' attendance at regular meetings of this club and attendance at regular meetings of other clubs when unable to attend meetings of this club; keep all members informed on attendance requirements; promote better incentives for good attendance; and seek to ascertain and remove the conditions that contribute to unsatisfactory attendance.

- (b) **Classifications Committee.** This committee shall make a classification survey of the community as early as possible, but no later than August 31st of each year; shall compile from the survey a roster of filled and unfilled classifications, applying the classification principle; shall review, where necessary, existing classifications represented in the club; and shall counsel with the board on all classification problems. This committee shall stay informed as to compliance with the latest directives from Rotary International referring to current rationale for classification.
- (c) **Club Bulletin Committee.** This committee shall endeavor, through the publishing of a weekly club bulletin, to stimulate interest and improve attendance, announce the program of the forthcoming meeting, relate highlights of the previous meeting, promote fellowship, contribute to the Rotary education of all members, and report news of the club, of its members and of the world-wide Rotary program.
- (d) **Fellowship Activities Committee.** This committee shall promote acquaintance and friendship among the members, promote participation by members in organized Rotary recreational and social activities, and do such work in pursuance of the general object of the club as may be assigned by the president or the board.
- (e) **First-Year Activities Committee.** This committee shall oversee the orientation of new members to Rotary activities during their first year in the club, with special attention to service on active committees within the club.
- (f) **Membership Committee.** This committee shall consider all proposals for membership from the personal side and thoroughly investigate the character, business, social and community standing, and general eligibility of all persons proposed for membership and shall report their decisions on all applications to the board. Except for the committee chair, this committee shall be confidential in nature and will work directly with the president on any controversial matters, in addition to reporting to the board its final recommendations. The committee chair shall be the immediate past club president, and the committee shall consist of not less than three (3) or more than five (5) past presidents. The committee chair shall choose the committee members and inform the president of those chosen. In the event the immediate past president cannot chair the committee, the president will choose another past president to chair the committee and to choose the committee members.
- (g) **Public Relations Committee.** This committee shall devise and carry into effect plans (1) to give the public general information about Rotary, its history, object and scope; and (2) to secure proper publicity for the club and its accomplishments in community projects.
- (h) **Membership Development Committee.** This committee shall review continually the club roster of filled and unfilled classifications and shall take positive action to initiate and present to the board the names of suitable persons to fill unfilled classifications. This committee shall stay informed as to compliance with the latest directives from Rotary International referring to current rationale for classification.
- (i) **Rotary Information Committee.** This committee shall inform new members within their first year of membership about the history, object, and activities of Rotary at all levels.
- (j) **Sergeant-at-Arms Committee.** This committee shall perform those duties usually prescribed for that office and such other duties as may be prescribed by the president or the board.

SECTION 9.2: Community Service Committee. This committee shall devise and carry into effect plans which will guide and assist the members of this club in discharging their responsibilities in their community relationships. The chairman of this committee shall be responsible for the community service activities of the club and shall supervise and coordinate the work of any committees that may be appointed on particular phases of community service.

SECTION 9.3: International Service Committee. This committee shall devise and carry into effect plans which will guide and assist the members of this club in discharging their responsibilities in matters relating to international service. The chairman of this committee shall be responsible for the international service activities of the club and shall supervise and coordinate the work of any committees that may be appointed on particular phases of international service.

SECTION 9.4: Vocational Service Committee. This committee shall devise and carry into effect plans which will guide and assist members of this club in discharging their responsibilities in their vocational relationships and in improving the general standards of practice in their respective vocations. The chairman of this committee shall be responsible for the vocational service activities of the club and shall supervise and coordinate the work of any committees that may be appointed on particular phases of vocational service.

SECTION 9.5: Youth Service Committee. This committee shall acquaint itself, through surveys and by other means, with the needs of youth life in the community. It shall recommend to the board such action as it believes may promote the development of youth into good citizens, and carry out such youth work as the board may authorize. The chairman of this committee shall be responsible for the youth service activities of the club and shall supervise and coordinate the work of any committees that may be appointed on particular phases of youth service.

ARTICLE X LEAVE OF ABSENCE

Upon written application to the board, setting forth good and sufficient cause, leave of absence may be granted excusing a member from attending the meetings of the club for a specified length of time.

ARTICLE XI FINANCES

SECTION 11.1: The treasurer shall deposit all funds of the club in some bank to be named by the board.

SECTION 11.2: All bills shall be paid only by checks signed by the president, treasurer, secretary or executive secretary. Two of the above signatures shall be required.

SECTION 11.3: A review of the club's financial statements by a certified public accountant or other qualified person shall be made once each year.

SECTION 11.4: Officers having charge or control of funds shall give bond as may be required by the board for the safe custody of the funds of the club, cost of such bond to be borne by the club.

SECTION 11.5: The fiscal year of this club is from July 1st through June 30th, and for the collection of members' dues shall be divided into two semi-annual periods. The payment of per capita dues and magazine subscriptions to Rotary International shall be made on July 1st and January 1st of each year on the basis of the membership of the club on those dates.

SECTION 11.6: At the beginning of each fiscal year the board shall prepare or cause to be prepared a budget of estimated income and estimated expenditures for the year, which, having been agreed to by the board, shall stand as the limit of expenditures for the respective purposes unless otherwise ordered by action of the board.

SECTION 11.7: Admission fees and membership dues shall stand as a limit of expenditures for the general operating purposes of the club. All fines collected shall be specially earmarked and used solely for charitable, educational and civic purposes by the club.

ARTICLE XII METHOD OF ELECTING MEMBERS

SECTION 12.1: The name of a prospective member, proposed by an active member of the club, shall be submitted to the board in writing, through the club secretary. The proposal for the time being shall be kept confidential except as otherwise provided in this Article.

SECTION 12.2: The board shall request the classification committee to consider and report to the board on the eligibility of the proposed member from the standpoint of classification, and shall request the membership committee to investigate and report to the board on the eligibility of the proposed member from the standpoint of character, business and social standing, and general eligibility.

SECTION 12.3: The board shall consider and approve or disapprove the recommendation of the classification and membership committees and, within 45 days of receipt of the written proposal, shall publish to each member of the club the name of the proposed candidate, the firm, business or profession represented, and shall indicate the classification under which the membership will be held. A seven-day period shall then be allowed during which any member objecting to the election of the proposed member shall notify the board in writing, stating reasons for the objection, or request a personal appearance before the board at its next meeting to present the objection. If any objections have been filed, the board shall consider the same at any regular or special meeting and proceed to written ballot on the proposed member. If not to exceed one negative vote is cast, the proposed member shall be considered duly elected.

SECTION 12.4: The secretary shall then notify the proposer who shall notify the candidate of the proposed election to membership. If the candidate accepts the membership, the new member shall fill in, sign and return to the secretary the club application blank, and, upon payment of the admission fee, as prescribed in these bylaws, shall be considered elected to membership.

SECTION 12.5: In the event a proposed member is rejected the proposer shall be notified by the secretary of the rejection.

SECTION 12.6: ***Honorary Members***. The board may designate and elect a person of exceptional past service to the Club, or to Rotary International, as an honorary member for the remainder of the current Rotary year. Such candidates must qualify according to Rotary International rules as set forth in the constitution of this club.

ARTICLE XIII RESOLUTIONS AND SUBSCRIPTIONS

SECTION 13.1: No resolution or motion to commit this club on any matter shall be considered by the club until it has been considered by the board. Such resolutions or motions, if offered at a club meeting, shall be referred to the board without discussion.

SECTION 13.2: Any appeal to the club, or to its members as Rotarians, for charitable or other subscriptions shall be handled in accordance with the procedure prescribed in Section 13.1 of this Article.

ARTICLE XIV AMENDMENTS

New bylaws may be adopted or these bylaws may be repealed or amended at any regular meeting, a quorum being present, by a two-thirds vote of all members present, provided that notice of such proposed action shall have been mailed by the board to each member at least ten days before such meeting. No amendment or addition to these bylaws can be made which is not in harmony with the club constitution and with the constitution and bylaws of Rotary International.

Amended: January, 2006

Appendix C: Current Grants Process

THE ROTARY FOUNDATION NEW GRANTS PROCESS An Overview

I. INTRODUCTION

As Rotarians, we contribute our skills, expertise and financial support to help our communities meet critical needs: clean water, economic security, health and protection against deadly diseases, education and peace and safety. The Rotary Foundation Grants process supports these efforts.

To participate, a Rotary Club must first qualify and implement the Memorandum of Understanding. Our Club has already completed the process and has been certified to participate.

II. FUTURE VISION IS HERE

For many years, as Rotary International planned and educated members about the new grants process, the term used to describe it was "Future Vision." However, effective July 1, 2013, the process is in place so it should no longer be called "Future Vision." Nevertheless, that name will undoubtedly be used for many years because old habits die hard.

A. THE ROTARY FOUNDATION GRANTS PROCESS

The Rotary Foundation offers Rotarians three (3) grant types: district, global and packaged.

1. DISTRICT GRANTS

District grants fund short-term projects and activities, either local or international, that support the Rotary Foundation's mission. Clubs submit their funding requests to the district, which administers and distributes the funds.

Each district sets its own procedures and policies for how and when clubs submit requests, as well as any additional requirements. Our District 5280 Rotary Foundation committee has all the details on the procedures that are now in place.

2. GLOBAL GRANTS

Global grants fund large-scale projects and activities that:

- 1 Align with one of the six "Areas of Focus"
- 2 Respond to a need the benefitting community has identified
- 3 Include the active participation of the benefitting community
- 4 Are designed to enable the community to help itself after the Rotary club or district has concluded its work.
- 5 Have measurable results

a. **THE SIX AREAS OF FOCUS ARE:**

- (1) Peace and conflict prevention/resolution
- (2) Disease prevention and treatment
- (3) Water and sanitation
- (4) Maternal and child health
- (5) Basic education and literacy
- (6) Economic and community development

b. **ACTIVITIES FUNDED BY GLOBAL GRANTS INCLUDE:**

- (1) **HUMANITARIAN PROJECTS** - These address community needs by providing sustainable, measurable outcomes in the benefitting community.
- (2) **VOCATIONAL TRAINING** - Builds skills within a community by offering local training or by supporting groups of professionals traveling abroad for rigorous study in their profession or to teach local professionals about a particular field. This type of training may be most effective in conjunction with a humanitarian project.
- (3) **SCHOLARSHIPS** - These fund study by graduate students whose career goals support an area of focus.

3. **PACKAGED GRANTS**

a. Packaged grants provide opportunities for Rotary clubs to work with the Rotary Foundation's strategic partners on pre-designed activities. Each project is fully funded by the World Fund and the strategic partner.

b. There are differences between District and Global Grants. In general, projects funded by Global Grants are larger and give clubs and districts more responsibility for managing the grant funds, reporting on how they are used, and monitoring and evaluating project outcomes.

c. Compare the Two Grants:

DISTRICT GRANT

- (1) Supports the mission of the Rotary Foundation
- (2) No minimum budget
- (3) Short-term impact
- (4) Can support scholars pursuing any level of study, locally or internationally
- (5) Active Rotarian involvement
- (6) Adheres to grant terms and conditions
- (7) Outcomes not measured

GLOBAL GRANT

- (1) Supports an area of focus
- (2) Minimum budget of US \$30,000
- (3) Long-term, sustainable impact
- (4) Can support scholars pursuing graduate-level study internationally
- (5) Active Rotarian involvement
- (6) Adheres to grant terms and conditions
- (7) Measurable outcomes

B. COMMUNITY ASSESSMENT

Before any planning is done for a grant, a needs assessment of the community must be conducted. Through the assessment, information will be collected about resources as well as needs, whether and how issues are being addressed, and what actions will most likely improve the community.

1. KEEP THESE GENERAL ASSESSMENT PRINCIPLES IN MIND:

a. **TALK TO EVERYONE.** Gather perspectives from a broad cross-section of the community, involving those who will plan, participate in and benefit from the project.

b. **TRUST LOCAL KNOWLEDGE.** Identify needs that community members are passionate about tackling.

c. **USE AVAILABLE HUMAN ASSETS.** Financial resources available for any projects will be limited. Ask all those involved how they can contribute to improving the community. All participants can and should provide valuable contributions to the effort.

d. **THINK LONG TERM.** Involve community members in identifying long-term goals for maintaining the project outcomes on their own after the grant funds are spent.

1 MULTIPLE NEEDS

If the assessment identifies multiple needs, consider which issue or need the community members are most passionate about and how our club can help address it. Determine which need our club is best able to meet through a Foundation grant and available club resources. Consider factors such as Rotarian technical expertise, location of the project site, required time commitment and financial resources.

C. PROJECT PLAN

Develop a detailed plan to address how each aspect of the project will be carried out and how the Rotary Foundation and Rotary International policies will be followed. The plan should document all tasks necessary to complete the activity, who is responsible and how funds will be spent and should include a time line.

1. APPOINT A PROJECT COMMITTEE

A project committee ensures that more than one person knows the project details, makes decisions and shares oversight of the project. Each sponsoring club/district will form a project committee of at least three Rotarians and designate one primary contact to be responsible for all grant-related correspondence with the Rotary Foundation.

2. ROLES AND RESPONSIBILITIES

Beyond assigning tasks to the host and international project committee members, consider specific tasks that will be performed by the primary contacts, cooperating organization (if applicable), and beneficiaries.

D. SUSTAINABILITY

1. Work toward multiple levels of sustainability.
2. Respect natural resources and avoid environmental deterioration or destruction.
3. Attempt to reach the most beneficiaries possible.
4. Positively impact communities and vocations.
5. Engage grassroots individuals and groups to ensure continuation of the projects and activities.
6. Determine measurable outcomes then monitor progress and measure impact.

E. TERMINOLOGY

| <u>PREVIOUS TERM</u> | <u>NEW TERM</u> |
|----------------------------|--------------------------------|
| Group Study Exchange (GSE) | Vocational Training Team (VTT) |
| Ambassadorial Scholars | Scholars |
| Matching Grant | Global Grant or Package Grant |

Appendix D: Rotary Club of Santa Monica - Club Officers

| YEAR | DISTRICT GOVERNOR | PRESIDENT | SECRETARY | TREASURER | VICE-PRESIDENTS |
|-------------|--------------------------|------------------------------------|-------------------------|------------------|------------------------|
| 1921-22 | Charles B. Bills | J. H. Kirkpatrick & Joe C. Gilbert | Ernest English | Ted Fach | |
| 1922-23 | J. R. Williams | Joe C. Gilbert | Ernest English | Ted Fach | |
| 1923-24 | Paul Rieger | Ernest English | Russell K. Hart | Fred Dennison | |
| 1924-25 | Harry S. Mason | Ted Plumer | Otto Munson | G. W. Rowe | |
| 1925-26 | Thomas R. Bridges | Ed Comlis | Gene Kallgren | Charles Dunsmoor | |
| 1926-27 | Fred A. McClung | W. H. L. Symington | Gene Kallgren | Charles Dunsmoor | |
| 1927-28 | Al Roth | E. T. Kallgren | W. Gage & G. Meyers | Charles Hanson | |
| 1928-29 | Herbert E. Harris | Otto Munson | H. O. Jensen | Charles Hanson | |
| 1929-30 | Harvey Lyon | Russel K. Hart | John N. Kennedy | E. P. Nittinger | |
| 1930-31 | Arthur Crites | Fred F. Martin | John N. Kennedy | John W. Fisher | |
| 1931-32 | David Reese | Charles E. Hewes | John N. Kennedy | Jack Herwick | |
| 1932-33 | Charles D. Heywood | Floyd J. Lee | John N. Kennedy | John W. Fisher | |
| 1933-34 | Ed B. DeGroot | A. J. 'Pete' Solan | John N. Kennedy | John W. Fisher | |
| 1934-35 | Herbert Walton | George Noonan | Ed Waldin | Clair Neeland | |
| 1935-36 | George MacClellan | Leo J. Fogel | G. Kallgren & H. Jensen | Lee E. Bigler | |
| 1936-37 | Marshall DeMotte | Harry C. Henshey | Pete Solan | Guy Immel | |
| 1937-38 | Marvin Park | Oren Ruffcorn | John E. English | Grant Leslie | |
| 1938-39 | Sam E. Gates | Mike A. Desmond | Robert C. Tindall | F. O. Robinson | |
| 1939-40 | Otto Nelson | Harry H. Williams | Robert C. Tindall | Howard Steensen | |
| 1940-41 | James K. Ingham | Tom McMahon | Robert C. Tindall | Howard Steensen | |
| 1941-42 | Carlos Stratton | John W. January | Robert C. Tindall | Howard Steensen | |
| 1942-43 | Marvel Beem | Wm. B. "Bill" Mohr | Tom McDermott | Harry Winters | |

| YEAR | DISTRICT GOVERNOR | PRESIDENT | SECRETARY | TREASURER | VICE-PRESIDENTS |
|-------------|--------------------------|---------------------|--------------------|-------------------|------------------------------------|
| 1943-44 | Kenneth M. Payne | Ellet Harding | Charles Ashford | George Neilson | |
| 1944-45 | Clyde E. Hopping | Ralph D. Collins | Tom McDermott | Harry Hudson | |
| 1945-46 | George Worster | Tom McDermott | William J. Ibach | Harry Hudson | |
| 1946-47 | Hugh M. Tiner | F. Robert Hill | Ed Brassell | Harry Hudson | |
| 1947-48 | Thurston Harshman | John W. English | Lee Bigler | Harry Hudson | |
| 1948-49 | Vic M. Ekdahl | William C. Bradbury | Lee Bigler, Jr. | Harry Hudson | |
| 1949-50 | Eck Hiestand | Walton A. Cheney | A. E. Austin, Jr. | Moe M. Fogel | Frank Blenkhorn & A. Ewing Konold |
| 1950-51 | G. E. Norwood | Edwin Blakeslee | Tom R. Murray | Earle Miller | Ed S. Gillette & Clarence Pierce |
| 1951-52 | Carl P. Miller | A. Ewing Konold | Ed J. Spillane | Frank Blenkhorn | Charles L. Jones & Earle Miller |
| 1952-53 | Elmer Franzwa | C. C. "Duke" Pierce | Ray Forsythe | Roland Camm | Marshall Hickson & Thomas J. Fox |
| 1953-54 | Charles H. Titus | Charles L. Jones | Gerald Jennings | Sam Crawford, Jr. | Lee Bigler, Jr. & Herb. A. Spurgin |
| 1954-55 | J. G. Gotch | Marshall Hickson | Tom E. Havel | Ralph Harris, Jr. | Ray W. Forsythe & Emil O. Toews |
| 1955-56 | John W. English | Thomas J. Fox | j. Scott King, jr. | L. Mace Mason | Ed J. Spillane & William j. Ibach |
| 1956-57 | Kenneth B. Kirk | Edmond S. Gillette | Otis W. Campbell | "Tom" Atkinson | 'Jim' Clyne & Clarence Michel |
| 1957-58 | N. E. Forster-English | Lee Bigler, Jr. | Mel Burley | Keith Rolph | Bill Bollinger & Bill Pollock |
| 1958-59 | V. O. Walker | Emil O. Toews | Nat Charnley | John Bohn | Merrell Burley & Lawrence Vredevoe |

| YEAR | DISTRICT GOVERNOR | PRESIDENT | SECRETARY | TREASURER | VICE- PRESIDENTS |
|-------------|------------------------------|-------------------------|----------------------|---------------------------------|--|
| 1959-60 | W. Ballentine Henley | Herb A. Spurgin | Richard C. Fadely | Jas. B. Thompson | Howard Michel & Calvin E. Demarest |
| 1960-61 | Paul Duke | Clarence Michel | Harold Pearce | John Johnson | Richard Ferguson & Moe M. Fogel |
| 1961-62 | C. P. MacGregor | Frank Blenkhorn | John Freytag | Richard G. Fadley | Remy L. Hudson & Samuel Crawford |
| 1962-63 | Donald Warren | William Pollock | James Burson | Otis Campbell | Harold Pearce & Louis G. Turner |
| 1963-64 | Frank DesPlanke | Calvin E. Demarest | Anthony DeMartini | Schiller Colberg | J. Sloan Berryman & Burton Smith |
| 1964-65 | Scott E. Miller | Richard Ferguson | Otis W. Campbell | Everett R. Plumer | A. E. Austin, Jr. & J. Scott King, Jr. |
| 1965-66 | Robert C. Temple | Louis G. Turner | John F. Leach | William C. Mortensen | William C. Bullock & Gerald M. Jennings |
| 1966-67 | W. Thomas Sechrist | Howard F. Michel | Bob Moore | Otis Campbell & Ted Allen | Tad Henderson & Deane Funk |
| 1967-68 | Preston L. Ellis | Samuel Crawford, Jr. | Jack Noonan | George Drake | Ron Clark & Nat Charnley |
| 1968-69 | A. Ron Button | A. E. Austin, Jr. | Jack Michel | Dan Fassenfelt | Ted Henderson & Jack Noonan |
| 1969-70 | Ollie Hammond | Gerald M. Jennings | Dick Redman | Jack Kelley | Everett Plumer & Bill Cummings, Jr. |
| 1970-71 | Austin Green | C. Deane Funk | John Mortenson | Phil Whiting | John Bohn & Schiller Colberg |
| 1971-72 | W. Ray Hunter | J. Scott King, Jr. | Bob Tiarks | Ron Helwig | Dick Redman & |

| | | | | | |
|-------------|--------------------------|-------------------------------------|------------------|------------------|------------------------------------|
| | | | | | Phil Whiting |
| YEAR | DISTRICT GOVERNOR | PRESIDENT | SECRETARY | TREASURER | VICE-PRESIDENTS |
| 1972-73 | Hal Thompson | Nat W. Charnley | Bill Warren | Wes Clover | Tom Bernard & Bill Mortenson |
| 1973-74 | Bruce U. Smith | Everett T. Plumer & Wesley M. Scott | John L. burns | Jorn Sturges | Wes Scott, Roy Fogel & Jim Cayton |
| 1974-75 | Earl A. Smith | John T. Noonan | Bill Fritzsche | George Ishizuka | Rob Pearson & Ed Rafeedie |
| 1975-76 | Buzz Dublin | Schiller Colberg | Allen Drysch | Nick Holt | Archie Morrison & John Mortenson |
| 1976-77 | Don Hunt | Jim Cayton | Joe Henry | Will Penny | Bill Fritzsche & Bob Stilwell |
| 1977-78 | Jack Spencer | Ed Rafeedie | John Stone | Monty McCormick | Nick Holt & Jack Michel |
| 1978-79 | Aaron Rose | Dick Redman | Ed Moosbrugger | Jack Shofner | Joe Henry & John Stone |
| 1979-80 | Chet Sutton | Tom Bernard | Gary Griffin | Bob Hield | Dick Rice & Bill Werner |
| 1980-81 | Chuck Soper | Jack Michel | Don Shelby | Rocky Young | Jim Williams & Bill Hunt |
| 1981-82 | Sam Wanous | Bill Fritzsche | Ron Rimer | Fred Payne | Bob Fredricks & Bob Hield |
| 1982-83 | Jim Hamai | Archie Morrison | Ken Miller | Dave Ghormley | Don Shelby & Bob Thomas |
| 1983-84 | Bob Huston | Dick Rice | Herb Roney | Ian Coster | Bill Michel & Rocky Young |
| 1984-85 | Dennis Benko | Bill Hunt | Mike Gregory | Lionel Ruhman | Kent Colberg & Aubry L. Austin |
| 1985-86 | Bill Goodwyn | Bill Werner | Paul Leoni | John McIntire | Ian Coster & Warren Clendening |
| 1986-87 | Sam Schauerman | Bob Fredricks | Keith Monroe | Greg Hargrave | Lionel Ruhman & Spyros Dellaportas |
| 1987-88 | Bill Bowermaster | Ray Fogel | Dick Lawrence | Jim Westbrook | Ron Rimer & |

| | | | | | |
|-------------|--------------------------|--------------------|------------------|-------------------|------------------------------------|
| | | | | | John McIntire |
| 1988-89 | Archie Morrison | Bob Hield | Greg Hargrave | Bill Moore | Dick Lawrence & M. C. Strittmatter |
| YEAR | DISTRICT GOVERNOR | PRESIDENT | SECRETARY | TREASURER | VICE-PRESIDENTS |
| 1989-90 | Bill Plunkett | Don Shelby | Jim Westbrook | Jim Dyer | Greg Hargrave & Herb Roney |
| 1990-91 | Harry Hornbaker | Bob Thomas | Esther Johnson | Larry Maher | Stan Dyer & John Lehne |
| 1991-92 | Jack Horner | Aubrey L. Austin | Tim Shannon | Gene Miller | Jack Siegal & Hal Quigley |
| 1992-93 | Oliver G. Hunt | John Bohn | Norma Barnes | Jack Gregory | Dee Menzies & Bill Crookston |
| 1993-94 | John W. Nugent | Kent Colberg | Bob Schwab | Carol Jackson | Paul Leoni & Jim Dyer |
| 1994-95 | Marshall L. Anderson | Warren Clendening | Frank Lavac | William Aspinwall | John Miller & James A. Westbrook |
| 1995-96 | David Williams | John A. McIntire | Judy Neveau | Walt McHenry | Jack Gregory & Bill Aspinwall |
| 1996-97 | Robert White | Spyros Dellaportas | David Bohn | Nancy Freedman | Carol Jackson & Frank Lavac |
| 1997-98 | Paul Netzel | Richard Lawrence | David Rogers | Scott Freshwater | Tim Shannon & Pete Rummel |
| 1998-99 | Carol Wylie | Herb Roney | Connolly Oylor | Graham Pope | David Bohn & Judy Neveau |
| 1999-2000 | Jack Jones | Jack Siegal | Paul Gaulke | David Rimer | Larry Maher & Graham Pope |
| 2000-01 | Vicki Radel | John Lehne | Karen Baker | Hugh Travis | Norma Barnes & Paul Gaulke |
| 2001-02 | Leonard Wasserstein | Hal Quigley | Jim Haljun | Gee Shin Lee | George Collins & Hugh Travis |
| 2002-03 | Rick Mendoza | Bill Crookston | Monika White | Bob Klein | Dave Rimer & Tom Loo |
| 2003-04 | John Colville | Dee Menzies | Shirley Dowling | Hank Walther | Allan Young & Nat Trives |

| | | | | | |
|-------------|--------------------------|------------------|--------------------|------------------|--|
| 2004-05 | Pat Cashin | Lionel Ruhman | Diane Margolin | Barry Bouley | Hank Walther & Jon Kemp |
| 2005-06 | Ingo Werk | Paul Leoni | RoseMary Regalbuto | Steve Litvack | Bob Klein & Monika White |
| 2006-07 | Scott Clifford | Jim Dyer | Monty McCormick | Steve Eorio | Klaus Mennekes & Iao Katagiri |
| YEAR | DISTRICT GOVERNOR | PRESIDENT | SECRETARY | TREASURER | VICE-PRESIDENTS |
| 2007-08 | David Moyers | Jim Westbrook | Fred Rafeedie | Roy Almeida | Clyde Smith & Ann Greenspun |
| 2008-09 | Chuck Anderson | Jack Gregory | Connie Maguire | Sally Pai | RoseMary Regalbuto & Tish Tisherman |
| 2009-10 | Suzanne Sundberg | Carol Jackson | Tom Larmore | Mitchell Kraus | Alonzo Hill & Connie Maguire |
| 2010-11 | Doug Baker | Paul Gaulke | Pat Bofird | George Pickell | Jillian Alexander & Tom Larmore |
| 2011-12 | Brad Robinson | David Bohn | Avo Guerboian | Jim Menzies | Mitchell Kraus & Myles Pritchard |
| 2012-13 | Lew Bertrand | Judy Neveau | Grace Braun Cheng | Bret Carter | Connolly Oyler & Avides "Avo" Guerboian |
| 2013-14 | Doug Baker | Nat Trives | John Dravillas | Alan Glick | Bret Carter & Scott Ferguson |
| 2014-15 | Elsa Gillham | George Collins | Suzan Allbritton | Ken Waltzer | Lisa Alexander & Len Lanzi |
| 2015-16 | DJ Sun | Tom Loo | Timur Berberoglu | Glenn Ricard | Sharon Perlmutter Gavin & Larry Mortorff |

**APPENDIX E: OFFICERS, DIRECTORS AND COMMITTEES
2015-2016**

| <u>OFFICERS</u> | | <u>DIRECTORS</u> | |
|--------------------------------|------------------------|-------------------------|------------------|
| Tom Loo | President | Susan Annett | One Year |
| Larry Mortorff | Vice President | Rick Mateus | One Year |
| Sharon Perlmutter Gavin | Vice President | TJ Montemer | Two Years |
| Timur Berberoglu | Secretary | David Rosenfeld | Two Years |
| Glenn Ricard | Treasurer | Barbara Bishop | Hold-Over |
| Connie Maguire | President-Elect | Roger Davis | Hold-Over |

ADVISORY BOARD

George Collins, Chairman + All Past Presidents

| <u>Club Service – Meetings</u> Barbara Bishop, Director (Sharon Perlmutter Gavin VP) | <u>Club Service – Member Services</u> TJ Montemer, Director (Larry Mortorff VP) | <u>Club Service – Membership</u> Roger Davis, Director (Larry Mortorff VP) |
|---|--|---|
| <u>Meeting Logistics</u> Stan Fox Co-Chair Tyler Albers Co-Chair Bill Randle Kathy Shepard lao Katagiri (A/V Support) | <u>COMMUNICATIONS</u> Club Web Site Nick Goehner Chair RotaMonica Nick Goehner Chair Public Relations/Advertising Barb Bishop Co-Chair TJ Montemer Co-Chair Simone Gordon Diane Margolin | <u>Classification</u> Paul Leonl Chair Dick Hart Steve Litvack Con Oylar RoseMary Regalbuto |
| <u>Birthday Recognition</u> Kathy Shepard Chair Pam Brady Donna Byrd | <u>Photography</u> lao Katagiri Chair Larry Maher | <u>Recruiting</u> Bret Carter Co-Chair Con Oylar Co-Chair Pam Brady Karim Jaude |
| <u>Decorations</u> Diane Margolin Co-Chair Susan Gabriel Potter Co-Chair Donna Byrd Kathy Shepard | <u>FELLOWSHIP/FAMILY OF ROTARY</u> <u>Entertainment</u> Timur Berberoglu Co-Chair Harris Levey Co-Chair Sypros Dellaportas Drew Fleming Avo Guerboian Carmen Portnoy FARF: Barb Bishop Dethroning: Abbey Fernandez | <u>Fireside Orientation/Induction</u> Dick Lawrence Co-Chair Paul Gaulke Co-Chair David Bohn John McIntire Judy Neveau |
| <u>MEETING CAST</u> <u>Greeters</u> John Ruccl Co-Chair Helen Zhao Co-Chair Lisa Alexander Pam Brady Patricia Farris Alan Glick Avo Guerboian Matthew Lehman Allen Mueller George Pickell Laurel Rosen Gita Runkle Jay Smith | <u>Rotary First Tuesday</u> RoseMary Regalbuto Co-Chair David Rosenfeld Co-Chair Barb Bishop Carol Powell | <u>First Year Activities</u> Melissa Dagodag Chair Karim Jaude Mitch Kraus Brian Linnekens Michael O'Hara Ken Waltzer |
| <u>Guest Introductions</u> Tom Larmore Chair Lisa Alexander Patricia Farris Judy Neveau George Pickell Laurel Rosen | <u>Dining Club</u> Barb Bishop Chair Lisa Alexander Timur Berberoglu Simone Gordon Jack Gregory Connie Maguire Kathy Shepard | <u>NEW GENERATIONS</u> <u>Rotaract Committee/Ryla</u> David Snow Co-Chair Tish Tisherman Co-Chair Drew Fleming Tod Lipka Laurel Rosen Caroline Schnakers |
| <u>Music</u> Ken Waltzer Co-Chair Tom Larmore Co-Chair Pat Bofird Carol Jackson | <u>Networking</u> Daniel Bennett Chair Lisa Alexander Allen Mueller Bill Rayman | <u>Interact Committee</u> Bill Buxton Brentwood Co-Chair Pat Bofird Brentwood & SAMOHI Co-Chair RoseMary Regalbuto SAMOHI Co-Chair Drew Fleming Avo Guerboian Greg Hargrave |
| <u>Spiritual Emphasis</u> Nick Goehner Co-Chair Adam Lichtl Co-Chair Bill Buxton Patricia Farris | <u>Healthy Living</u> John Dravillas Co-Chair Helen Zhao Co-Chair Lisa Alexander Abbey Fernandez Alan Glick Simone Gordon Connie Maguire Judy Neveau | |
| <u>FELLOWSHIP</u> <u>Member & Family Support</u> Jim Reidy Co-Chair Ann Greenspun Co-Chair | <u>Athletics</u> Myles Pritchard Golf Chair Karim Jaude Tennis Chair Michael Cates Charles Hart | |

| Community & Youth Service David Rosenfeld, Director (Sharon Perlmutter Gavin VP) | | Vocational Service Susan Annett, Director (Sharon Perlmutter Gavin VP) | | International Service Rick Mateus, Director (Larry Mortorff VP) | |
|--|-------------------------|--|--|---|--|
| LONG-TERM COMMUNITY PROJECTS | | Four-Way Test | | Rotary International Convention | |
| Mental Health/Healthy Aging | | Nat Trives Co-Chair | | Connie Maguire Chair | |
| Robert Segal | Co-Chair | Matthew Lehman Co-Chair | | Rotary International Foundation | |
| Monika White | Co-Chair | Public Service Recognition Day | | Rosemary Regalbuto Co-Chair | |
| Steve Litvack | | Joe Metoyer Co-Chair | | Charlie Follette Co-Chair | |
| Give Of Yourself | | Julie Thomas Co-Chair | | Caroline Schnakers | |
| Organ & Tissue Donation: | | Donna Byrd | | World Community Service | |
| Frank Lavac | Co-Chair | Literacy | | Karim Jaude Co-Chair | |
| Carol Jackson | Co-Chair | Susan Annett Co-Chair | | Jillian Alexander Co-Chair | |
| Rick Kennedy | | Sharon Perlmutter Gavin Co-Chair | | Bret Carter Len Lanzi | |
| Blood Drive: | | Pat Bofird Mike Cates | | Adam Lichtl Julie Thomas | |
| Ann Greenspun | Co-Chair | Brian Linnekens Diane Margolin | | Vlado Valkof Ken Waltzer | |
| Erik Jorgensborg | Co-Chair | John McIntire Julia Miele | | Sharon Perlmutter Gavin Nat Trives | |
| Earth Angel Project | | Tim Shannon Kathy Shepard | | International Food & Song Festival | |
| Ann Greenspun | Co-Chair | Support Our Public Safety | | Tom Loo Co-Chair | |
| Donna Byrd | Co-Chair | Officers (Thanksgiving) | | Matthew Lehman Co-Chair | |
| Barb Bishop | Co-Chair | Dee Menzies Co-Chair | | Bret Carter Mike Cates | |
| RoseMary Regalbuto | | Jim Menzies Co-Chair | | Karim Jaude Bill Powell | |
| COMMUNITY EVENTS | | Bill Rayman | | Carol Powell John Rucci | |
| Red Kettle Day | | Craft Talks | | Monika White | |
| Erik Jorgensborg | Co-Chair | Charlie Follette Chair | | International Wine Fair | |
| Myles Pritchard | Co-Chair | | | Ken Waltzer Co-Chair | |
| Kent Colberg | Bill Dawson | | | Judy Neveau Co-Chair | |
| OTHER HANDS-ON PROJECTS | | | | Suzan Allbritton Co-Chair | |
| Sustain Our Environment | | | | Andrea Gressinger Co-Chair | |
| Bill Rayman | Co-Chair | | | Daniel Bennett Donna Byrd | |
| John Dravillas | Co-Chair | | | Merv Hecht Matthew Lehman | |
| Mitch Kraus | Caroline Schnakers | | | Bill Powell Carol Powell | |
| Russ Warner | | | | John Rucci Kathy Shepard | |
| Feed the Homeless & Others in Need | | | | Jay Smith | |
| Kami Pahlavan | Chair | | | Foundation Scholarships | |
| Upward Bound House | | | | Judy Iriye Co-Chair | |
| Suzan Allbritton | Chair | | | Jillian Alexander Co-Chair | |
| Donna Byrd | | | | Student Exchange | |
| Rotary Day of Service | | | | Monika White Co-Chair | |
| Tom Woods | Co-Chair | | | David Wisen Co-Chair | |
| Drew Fleming | Co-Chair | | | OFFICE OF THE PRESIDENT | |
| Bill Dawson | Julia Miele | | | Tom Loo, Sharon Perlmutter Gavin, Larry Mortorff | |
| Allen Mueller | Judy Neveau | | | District 5280 Activities/Opportunities | |
| Sharon Perlmutter Gavin | Bill Powell | | | Tom Loo Co-Chair | |
| Senior Focus – WISE Connect | | | | Sharon Perlmutter Gavin Co-Chair | |
| Grace Cheng Braun | Co-Chair | | | Larry Mortorff Co-Chair | |
| Monika White | Co-Chair | | | Club Historian | |
| Carol Powell | Gita Runkle | | | Jack Gregory Chair | |
| Community Champions Week | | | | John McIntire | |
| RoseMary Regalbuto | Co-Chair | | | | |
| Len Lanzi | Co-Chair | | | | |
| Melissa Dagodag | Co-Chair | | | | |
| COMMUNITY GRANTS AND SCHOLARSHIPS | | | | | |
| Community & Youth Grants | | | | | |
| Mitch Kraus | Chair | | | | |
| Daniel Bennett | Kent Colberg | | | | |
| George Collins | Melissa Dagodag | | | | |
| Steve Eorio | Alan Glick | | | | |
| Jack Gregory | Paul Leoni | | | | |
| Steve Litvack | Sharon Perlmutter Gavin | | | | |
| Bill Randle | Gita Runkle | | | | |
| Eric Schmitter | Kathy Shepard | | | | |
| Vlado Valkof | | | | | |
| Scholarships/Awards | | | | | |
| David Snow | Chair | | | | |
| Susan Annett | Charlie Follette | | | | |
| Tom Larmore | Eric Schmitter | | | | |
| Jay Smith | | | | | |