

PE/PEN Resources

(Preliminary List)

Club Management

- Be a Vibrant Club
- Club Assessment Tools
- Club Meeting Template
- Club Org Chart
- ClubRunner Mobile App
- Committee Mission, Roles and Responsibilities
- District Leadership Plan
- Expectations for Committee Chairs
- Leave of Absence Application
- Recommended Rotary Club By-Laws
- Standard Rotary Club Constitution
- Strategic Planning Guide
- Rule of 85

Finances

- Budget
- Dues and Charitable Contributions Forms
- Financial Requirements of Membership
- Fundraising Ideas that Work

Meeting Management

- Effective Club Meetings
- Making Meetings Matter
- Making Meetings More Fun
 - Get Acquainted Games
 - Rotary People Bingo
- Templates for Meeting Agendas

Membership

- Attracting Younger Members
- Membership Application
- Membership Application (2)
- Membership Development Resource Guide
- Induction Ceremony for New Members
- New Member Welcome Letter
- Sample Action Plan for Membership

- 15 Tips for Successful Clubs
- 20 Reasons to Become a Rotarian
- 20 Things Every Member Can Do

Public Relations/Promoting Rotary

- Club Letterhead
- Club Public Relations Committee Manual
- Effective Public Relations
- Rotary Notecards
- Rotary Visual Identity Guidelines

Responsibilities for PEs

- Club President's Manual
- Serving as Rotary Club President
- 15 Month Timeline
- PE Timeline

Rotary Club Central and Goal Setting

- Why Should Clubs Use Rotary Club Central
- RCC Club Reference Guide
- Rotary Club Central Worksheet

The Rotary Foundation (TRF)

- Important Foundation Information
- TRF Information for Club Presidents
- Guide to Club Reports
- TRF Contribution Form
- Our Foundation's Funding Model
- Induction Ceremony for Paul Harris Fellows

Rotary Club Central Instructional Videos

- Setting and Tracking Your Goals
- Entering Your Service Goals and Running Reports
- Advanced Reports
- Reports Useful to Setting Goals
- Presidential Citation Progress

ACCESSING THE TOOLBOX

1. The materials are available in a Dropbox public folder. You do not need a Dropbox account or how to navigate Dropbox to access the materials.
2. Follow this link:
https://www.dropbox.com/sh/cr3a2236q9krsne/AAD3A7u73Qef_eenZprxOvkJa?dl=0.
3. Feel free to customize the materials to meet your needs.
4. If you find additional materials that you would like to add or updated versions please send the information to phyllis.abt@gmail.com or Mike@generositywealth.com for posting.