Dear President-Elects,

This week’s focus is ***Club Management***, Chapter 4 of the Presidents Manual. It is important that you understand the policies and procedures that serve as a framework for the operation of your club. As president, you are responsible to ensure that required club reports are submitted to the District, Rotary International and the IRS in a timely manner, as well as encourage your members to attend District Training meetings.

Club Management Questions:

* What is one area of your club operations you would like to improve?
* What are some things you can do to help ensure that your club is financially healthy?
* How can Rotary’s Online Tools help you and your club?

If you have not registered for PETS, please do so this week. [On-line registration](http://portal.clubrunner.ca/50085/Event/a5e41144-84f2-4c38-a73b-c373b3fa4118)is now open on the District Web site [www.rotary5450.org](http://www.rotary5450.org/). PETS registration deadline is February 17, 2019. There is no charge for PEs if you register by February 17.

You must reserve your hotel room separately from your PETS registration. The room block closes on February 7, so reserve your hotel room now!

If you need assistance with registration, please contact our District registrar, Beverly Mendel, at office@rotary5450.org or 303.477.0654.

I look forward to working with you and your clubs!

Curt Harris, Evergreen Rotary Club

District Governor 2019-2020

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