

Roundtable Discussion Simple and Effective Fundraising to Support Club Missions





Chicken or the Egg?

- Some perceptions for a successful fundraiser is holding an event.
- Have you ever thought of how your community could be supported “through your club” on how your club serves the community?
- Both can be very successful if you tell the right story.










Rotary isn't a meeting. It's a movement.

And every movement needs boots on the ground - that's where your club's committees come in. Whether you're a number nerd, a service junkie, a storyteller, or just someone who wants to build something that matters... there's a seat at the table for YOU.

Committees that support Club Duties

-  Finance & Executive Board Members – Protect the mission.
-  Fundraising – Make the mission possible.
-  Membership – Bring in the right people.
-  Public Image – Tell our story.

Committees that support Ways to Serve

-  Scholarships – Empower the next generation.
 -  Rotary Foundation – Connect local to global.
 -  Service Projects – Be the hands and feet.
 -  Speech Contest – Elevate young voices.
 -  Radio Auction – Raise funds and fun.
 -  Meat Raffle / Rose Sale / – Fuel community awareness and impact.
 -  Fellowship & Care – Love on our people.
 -  Community Engagement – Show up and serve.
-  Bonus ways to serve: hospitality team, birthdays, club photographer, and more!

Ideas can be found at District 6270's Fundraising Ideas Bank
<https://www.rotary6270.tech/FundraisingIdeaBank/index.html>

Roundtable Discussion

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Roundtable Rules

Roundtable discussions are structured, collaborative conversations requiring a moderator, a set agenda, and active, equal participation. Key rules include listening without interruption, avoiding dominance by a single speaker (using the "[3-before-me rule](#)"), keeping contributions concise (approx. 2 minutes), maintaining a respectful tone, and staying on topic.

Core Rules and Guidelines:

- **Facilitation:** A dedicated moderator should guide the discussion, manage time, and ensure all voices are heard.
- **Participation:** Only one person speaks at a time; no side conversations.
- **Equal Time:** Avoid monopolizing the conversation; try the "3-before-me" rule (let 3 others speak first).
- **Respectful Dialogue:** Listen actively, disagree respectfully without attacking individuals, and avoid inflammatory language.
- **Preparation:** Participants should review materials beforehand and prepare to discuss specific agenda points.
- **Confidentiality:** If required, maintain strict confidentiality.

Common Pitfalls to Avoid:

- **Dominating the conversation:** Allow everyone a chance to speak.
- **Interrupting:** Let others finish their thoughts.
- **Going off-topic:** Adhere to the set agenda and questions.
- **Being unprepared:** Research topics in advance.

Moderator's Role:

- Begin with introductions and establish the rules.
- Pose questions to encourage dialogue.
- Actively draw out quieter members of the group.
- Summarize key points and conclude with action items.

For high-stakes meetings, consider establishing these rules at the beginning to ensure a productive environment.

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Table Tents/Cards

Table Tent Card 1

Proven & Simple Fundraisers

- What fundraiser has helped your club do the most good in your community?
 - What made it simple, sustainable, and repeatable?
 - How did it support your club's service goals?
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Table Tent Card 2

Best Practices That Save Time

- What planning practices helped your club work smarter, not harder?
 - How did you respect members' time while still achieving results?
 - What tools or roles made a difference?
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Table Tent Card 3

Lessons Learned

- What challenges did your club face?
 - What would you do differently next time?
 - What insights could help another Rotary club succeed?
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Table Tent Card 4

Member Engagement & Fellowship

- How did this fundraiser strengthen fellowship within your club?
 - How were members invited to serve in ways that fit their interests?
 - What encouraged participation and enthusiasm?
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Table Tent Card 5

Connecting Fundraising to Rotary Impact

- How did your club communicate the impact of the funds raised?
 - How did donors and members see *Service Above Self* in action?
 - What stories or outcomes resonated most?
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Table Tent Card 6

Actionable Ideas for Your Club

- What idea could your club adapt or adopt?
- What small step could move it forward?
- Who in your club could help champion it?

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Facilitator Notes

Session Flow & Timing

1. Welcome & Set the Tone (5 minutes)

Facilitator actions:

- Welcome participants and thank them for serving Rotary.
- Briefly state the session goal: *to share simple, effective fundraisers that support service, engage members, and are sustainable.*
- Emphasize that this is a **conversation**, not a presentation.

Suggested script:

"This roundtable is about learning from each other—what's worked, what hasn't, and what we can adapt for our own clubs. Every club has something valuable to share."

2. Table Introductions (5 minutes)

At each table:

- Ask participants to share:
 - Name
 - Club
 - One word describing their club's fundraising experience (e.g., *energizing, challenging, evolving*)

This quickly builds connection and sets context.

3. Guided Table Discussions (30 minutes total)

Use the **six table tent cards**, spending ~5 minutes per card.

Facilitators may signal when it's time to move to the next card.

Suggested pacing:

- Cards 1–3: ~15 minutes
- Cards 4–6: ~15 minutes

Facilitator role during discussions:

- Circulate between tables.
 - Listen for strong examples, practical tips, and common challenges.
 - Encourage balanced participation.
 - Gently redirect if a table goes too deep into one story.
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4. Large Group Share-Out (7 minutes)

Bring the group back together.

Ask for:

- 1–2 key takeaways per table
- One idea that felt especially *simple and effective*
- One insight tied to *Service Above Self* or member engagement

Capture highlights verbally or on a flip chart if available.

5. Wrap-Up & Call to Action (3 minutes)

Close with purpose and momentum.

Suggested prompts:

- "What is one idea you'll take back to your club?"
- "What small step could you take in the next 30 days?"

Closing message:

"Successful fundraising helps Rotary serve more people and strengthens our clubs. By keeping it simple and focused, we make service sustainable—and enjoyable."

Thank participants for sharing their experience and supporting one another.

Facilitator Tips

- Keep the energy positive and practical.
- Encourage clubs of all sizes to contribute.
- Normalize that not every fundraiser works—and that learning is part of Rotary leadership.
- Watch the clock; moving on keeps conversations fresh.

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Facilitator Checklist: Simple and Effective Fundraisers

Before the Session

- Review the six table tent cards and discussion flow
 - Confirm room setup (round tables preferred for conversation)
 - Place one full set of table tent cards on each table
 - Bring a timer or set phone alerts for 5-minute intervals
 - Prepare a brief welcome and closing (no slides required)
 - Bring paper or a flip chart for capturing key takeaways (optional)
 - Arrive early to greet participants and set a welcoming tone
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Opening the Session

- Welcome participants and thank them for their service
 - Clearly state the purpose of the roundtable
 - Emphasize collaboration, sharing, and respect for time
 - Reinforce that all clubs—large and small—have valuable experiences
 - Encourage practical, honest discussion (successes *and* lessons learned)
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During Table Discussions

- Start the timer for each table tent card (~5 minutes per card)
 - Announce or signal when it's time to move to the next card
 - Circulate among tables to:
 - Encourage quieter voices
 - Keep conversations on topic
 - Gently limit long stories when needed
 - Listen for ideas that are simple, repeatable, and Rotary-aligned
 - Note 1–2 strong examples from different tables for the wrap-up
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Large Group Share-Out

- Call the group back together on time
 - Invite brief highlights (not full stories)
 - Balance participation across tables and clubs
 - Reinforce themes of:
 - Service Above Self
 - Member engagement
 - Sustainability and simplicity
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Closing the Session

- Ask participants to identify one takeaway they can use at their club
 - Encourage a small, realistic next step
 - Thank participants for sharing their experience and ideas
 - Close with a Rotary-centered message of service and collaboration
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After the Session (Optional)

- Share notes or highlights with District or participants
 - Capture ideas that could be expanded into future training
 - Reflect on what worked well for future roundtables
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