



## ROTARY DISTRICT 7090 CALENDAR 2023-24

To be used as a reference and planning support with the *upcoming events* section and *club calendar* (and other similar tools) found on the District 7090 website and on social media. Clubs should post all events (not your regular meetings), fundraisers, and key dates like any milestone or your changeover on the Club Calendar. You are welcome to post a regular Club meeting if you have a speaker or activity you want other Clubs to attend. Otherwise, ensure your club meeting dates and times are [up to date](#). This document is not a substitute for people posting meeting notices on the District site and in fact you should see those postings as more firm vs. these notes/dates here. Note that not all meetings and dates in *events* will be listed in this document and where it says TBA you should check back on the events section of the District site for any updates. Please see the Reader Guide at the end of this list where you will find even more details...and where feedback is most welcome. This document will be updated from time to time.

District work is designed to support you and your club. To use this document and effectively navigate your Rotary experience it you may be required to log on to the member area of our District site at [www.rotary7090.org](http://www.rotary7090.org) especially to register for events and access information. Take ownership on this point and ask your club teammates to also log in and update their information. In addition, to increase your Rotary experience you can explore other dates, ideas, networks and learning through your [www.myRotary.org](http://www.myRotary.org) account where you will find valuable self-guided training modules and information. If you find a webinar or seminar that you think should not be missed we can post details on the events and calendar. If you find a needed change or discover an opportunity, let at least a few people know.

Club leaders should note that they should avoid events that conflict with District Assemblies, the District Conference, The Rotary Foundation Annual Dinner or key meetings. In fact, Clubs can create events that compliment District events, and in turn your District will try to accommodate you and your work as well. Clubs are welcome to attend a District event, or arrange a joint meeting with other Clubs. Clubs should post their Paul Harris award event on the District calendar as well as any other key event or fundraiser (plus link).

District Council Meetings Open/obliged for all District positions – Chairs, Past District Governors, and Area Governors, you all have a vote, plus all other Rotarians who want to observe are most welcome, but please register your attendance. People are encouraged to review their information package in advance including asking questions of any report.

1. Saturday, September 16, 2023 – 8:00 a.m. – 11:00 a.m. – In person, Betty’s Restaurant, Niagara Falls, Ontario.

2. Monday, November 13, 2023 – 7:00 p.m. – 9:00 p.m. – Virtual on ZOOM. Plus our District’s Annual Meeting is held prior to this meeting.
3. Monday, January 15, 2024 – 7:00 p.m. – 9:00 p.m. – via ZOOM
4. Saturday, March 23, 2024 – 8:00 a.m. – 11:00 a.m. – In person in NY (with hybrid as a backup) location and details TBA
5. Monday, June 10, 2024 – 7:00 p.m. – 9:00 p.m. – In person, gavel exchange, to be followed a few days later with the District onboarding workshop for new Chairs and new AGs plus anyone else who wants a refresher.

Rotary District 7090 Inc. Board of Directors Meetings An hour-long meeting that deals with matters regarding the corporate obligations and interests of our District.

1. Wednesday, August 9, 2023 – Noon – via ZOOM
2. Wednesday, October 11, 2023 – Noon – via ZOOM
3. Wednesday, January 24, 2024 – Noon – via ZOOM
4. Wednesday, April 10, 2024 – Noon – via ZOOM
5. Annual General Meeting (Held within six months of the closing of the year) – held prior to the District Council Meeting, Monday evening, November 13<sup>th</sup>, 2023.

#### D7090 District Governor Chain Meetings

- The DG calls this hour-long meeting every two weeks to touch on progress, issues, and other concerns. This group includes the DGE, DGN, DGND, IPDG, and one or two key others.
- Our District is part of a Rotary Zone and those on the Chain and a few others are obliged to attend Zone meetings. This year’s Zone is September 27-30 in Toronto and where information will be brought back to our District for the benefit of our clubs.
- The [District 7090 Strategic Plan](#) development and implementation is a function of the DG Chain, led by a few key facilitators, and has its own seasonal meeting schedule as we have integrated the [Rotary International strategic work](#) into ours. Our plan also serves as our main structure in supporting you and your club activities. Clubs are welcome to use the District strategic planning procedure to inform their own schedule/cycle.

D7090 District Leaders ‘Mimosa Time’ Informal Progress Meetings (Held on non-District Council meeting months or at the call of the DG)

This is a time and space for all those Rotarians leading any District committees, projects, or groups to hang out online and share any relevant information and other tidbits. Includes the District Chain. Also helps in prepping for District Council reporting cycles and cross-committee relationship development. No real agenda, a few points, fun, and no-pressure. Early on a Friday morning with your favorite am bevvy. Here are the proposed dates, but check the events section for any changes and to register for the ZOOM link.

1. Friday, July 21<sup>st</sup>, 2023 – 7:30 am – via ZOOM
2. Friday, August 4<sup>th</sup>, 2023 – 7:30 am – via ZOOM
3. Friday, October, 6<sup>th</sup>, 2023 – 7:30 am – via ZOOM
4. Friday, December 1<sup>st</sup>, 2023 – 7:30 am – via ZOOM
5. Friday, February 2<sup>nd</sup>, 2024 – 7:30 am – via ZOOM

6. Friday, April 5<sup>th</sup>, 2024 – 7:30 am – via ZOOM
7. Friday, May 3<sup>rd</sup>, 2024 – 7:30 am – via ZOOM

### Past District Governor Meetings

1. Fall – Wednesday, November 8<sup>th</sup>, 2024 – Noon to 1 pm on ZOOM
2. Spring – Wednesday, March 20<sup>th</sup>, 2024 – Noon to 1 pm on ZOOM
3. Monday, June 10<sup>th</sup>, 2024 – 5 pm to 6 pm, face-to-face prior to June District Council
4. Others as needed, held by the PDGs to discuss any relevant matter

### D7090 Standing Committees

- As you read this check in with the Committee section pull-down menus of the District website to get details, contacts, and ideas. Also, our District Organization Chart is handy for contact information, but to see people’s details you will need to log in. Service Projects have a number of committees/sub-committees with their own meeting schedules.
  - You are welcome to join in by contacting the committee Chair as well as noting any needed web/social media edits or changes to the attention of the Chair and/or District contacts.
  - All Rotarians in our District are welcome to contact the Chair to join a committee to lend your experience and learn, but what you gain will also benefit you, your club, and your community.
1. Finance (Melisa Schrock, Chair)
    - District finance issues. Meets at the call of the Chair.
  2. Membership (Michelle Starwalt-Woods, Chair)
    - The District Membership Committee meets the last Saturday of every month at 8:15 AM via Zoom. Club Membership Chairs, and any Club Member who wishes to learn more about Best Practices with other Clubs are all welcome:
      - Recruitment & Retention
      - Swap success & challenge stories
    - American and Canadian Holidays are observed.
    - *Membership Monday* posts are shared every Monday through LinkedIn, Facebook, Twitter, and Instagram. Several times a year Member Spotlights are featured in *Membership Monday* posts. Track these using #TagTheSpirit
  3. Public Image (Julio Batres-Gavidia, Chair)
    - Meets every two weeks at 8 am on a Monday morning for 30 minutes. Club PI and marketing leads are welcome.
  4. District Foundation (Sandi Chard, Chair)
    - Wednesday, September 6, 2023 – evening, webinar on the Rotary Foundation. Details TBA.
    - Tuesday, October 24, 2023 – World Polio Day. What is your Club doing? Use social media hashtags to track your activities.
    - Sunday, November 12, 2023 – Celebration and Grant Qualification Seminar, Niagara-on-the-Lake Community Centre, Ontario, time TBA. Preceded by the District Council and District AGM meetings (and a generous in-between break).
    - Other End Polio events and activities TBA including Pedal for Polio, Paddle for Polio, etc.!

5. District Learning (Aaron Carlson, Chair) Note that RI calls this committee 'training', but this is more about sharing information, getting updates, meeting new friends, developing new skills to improve our clubs and our communities...and having fun! All dates will be listed on the rotary7090.org events section.
  1. District Learning Assembly (F/K/A District Training Assembly)
    - Club and District role-specific information – April 25, 2024 – 7:00 p.m.
    - Learning for incoming Club and District officers
    - New information for those that are continuing
  2. Member Knowledge
    - Increase your own knowledge about our organization at your own pace and time. This is where RI has provided great tools and support. Club leaders can find great topics for discussion as well as support for each club role. You will need to log on to your myRotary.org account. Visit <https://my.rotary.org/en/learning-reference> and the interactive courses in the learning center. Tell your Club teammates about your experience.
  3. D7090 President-Elect Training – Schedule details TBA
    - Monthly, last Monday evening starting in January to May. Readers should note that there may be a Multi-District training event in the first quarter of 2024. Note to President Elects (and returning Presidents) – Save the dates early!
  4. [D7090 Rotary Leadership Institute](#) (Paul Gibel, Chair) – Schedule details TBA
    - Fall intake: Wednesday evenings from 6:45 to 9:00 pm. September 13, 20, 27; October 11, 18, 25; November 8, 15, 29.
    - Spring intake: TBA, in the evening hours, but it will be on a different day of the week.
    - Via ZOOM
    - Meet new friends, learn lots.
    - Note that other Districts run RLI as well so you may be inclined to attend theirs if our schedule does not work for you.
  5. Other relevant webinars via ZOOM
    - RI resources – September/October
    - Important and timely information from District committees and subcommittees
    - Check the rotary7090.org site often for new webinars. Make sure you manage your inbox so you do not miss an announcement from our Clubrunner service.

In addition, our District has the following two standing committees:

6. Service Projects (Phil Shames, Chair)
  - Community Service Committee (Phil Shames, Chair)
  - International Service Committee (Jackie VanLankveld, Chair)
  - Honoring Indigenous Peoples (H.I.P. – Marjorie and Jim Dawson, Co-Chairs))
  - Literacy Committee (Margaret Andrewes)
  - Vocational Service Committee (Chair TBA)
7. Youth Services (Anne Bermingham, Chair)
  - Meets at the call of the Chair

- Interact
- Junior RYLA (Formerly known as SlapShot)
- New Generations Service Exchange
- Rotaract
- RYLA
- Youth Exchange Committee

### Governance Committee and related Sub-Committees

- Meetings in 2023-24 are generally each month on the second Tuesday morning at 8 am for 40 minutes on Zoom. You can check back here for dates, but also check the events tab on the District site. Supports District initiatives as well as develops information for clubs and members. Undertakes assignments, projects, and addresses general concerns. All welcome. Dave Alexander, Chair.
- Subcommittees function at the call of their Chair with a summary report or notes to the Governance Committee.
  1. Nominating – (Frank Adamson, Chair) Nominating period for the District Governor 2026-27 position will be September/October 2023. Look for announcements on the District site and via email, especially the *So you think you want to be DG?* Zoom webinar. This committee meets privately and at the call of the Chair.
  2. Legislative – (Frank Adamson, Chair). Convenes a meeting or webinar if needed. There are calls annually for motions from any Rotarian and Club to the Rotary Council on Resolutions. Also, every three years a RI Council on Legislation is held. These meetings improve our organization for the better and if you have an idea let's put it into play! Look for specific emails, but you can prepare by reviewing <https://my.rotary.org/en/exchange-ideas/events/council-legislation> and making your intentions known to District leadership and the Chair.
  3. District Abuse and Prevention – (Tim Carter, Chair). Meets the first Tuesday of the month at 9 am on ZOOM.
  4. Diversity, Equity, and Inclusion – (Chair, TBA and in the meantime, the work of this committee will continue through the Governance Committee's agenda)

### Quarterly Club Chair Information Sharing Meetings (Proposed):

- These are virtual and perhaps at times face-to-face hangouts for those club leaders. They are a meet-up where people can share and brag about their past and upcoming club projects and seek brainstorming help for emerging ideas. Often, a presentation and Q&A will be included on a relevant topic.
- Dates can be ironed out and resources shared.
- Those that share are asked to develop a 'one-pager' summary (with links) of their work for review. These can be circulated and posted on line. Others can mull over these examples to bring back to their club. There is an implicit sense that the originating club will help coach the interested club.
- Best practices and new information can be shared. There are no wrong questions and there is plenty of support for new folks.
- The District Conference and District Assembly can be places where all these ideas can be reviewed and for those who are expecting to be new to a role can learn from others.

- This proposed direction requires meetings where this sharing is done strictly in support of club efforts and should be driven and organized by those club members reaching out to peers in other clubs, especially in-between meetings. The leadership in this section is up to those who hold club roles and are encouraged to use their ClubRunner account to track down fellow members in other clubs for ideas, preparation, and follow-up.
1. Club Fundraising leads and contacts. (District lead: TBA)
    - District site updates that list fundraising ideas and supports.
    - Events, event listing guide, digital needs, and social media needs
    - Exchange of ideas, one club coaches another club, observation, and evaluation
    - Coordination (and responsibility to others) of ‘the ask’ of donors and companies
    - Multi-club events (there may be separate meetings for these events, too!) and invites
    - Research and discovery of other fundraising events and partners within our District as well as outside of our boundaries!
  2. Club Secretaries (District lead: TBA)
    - Review of upcoming quarterly deadlines as passed on to Clubs from RI (through the District)
    - Supports such as log-on to sites, forms, issue reviews, administration, and general communications making the life of a club secretary that much easier
    - Technical issues regarding communications coordination of events, meetings, key milestones, etc. Ensure the Marketing/PI contact at each club is in the loop as well as the District PI committee as needed. Check-ins on [Rotary Club Central](#).
    - Awareness of web content, image, and marketing work at the club level plus checking information and updates on the District ClubRunner site. Includes tapping into training on ClubRunner basics – login, updating information, signing up for events, etc. that can be included in your Club newsletter and announcements at your meetings
    - Noting your events on the District calendar plus hanging out with other Secretaries to share announcements and opportunities. May also include a conversation of [sourcing speakers](#) for your meetings.
    - Legal, insurance, banking, and admin issues may be covered as needed
  3. Club Treasurers (District lead: TBA)
    - Relevant deadlines, administration, and notices
    - Sharing of best practices
    - Duties regarding club income, disbursements, plus general support for those clubs that have a foundation or charity.
    - May have some role in corporate/incorporation issues and changes
  4. Club Community Service Chairs and friends (District lead: Phil Shames, look at the District committee information and related committees earlier in this guide)
    - As the structure and needs arise from the work in this area, this huddle may change
    - Events, event listings, digital needs, social media needs (Again, be mindful of communicating with the District PI committee and your PI lead, plus copying your Club President and Secretary as needed)

- Help with getting the word out (content, volunteers, plans) on activities in development in our District. Workshops developed and recorded as needed.
- Work on our District's Healthy Communities initiative (We need a team lead on this committee) – a project unique to District 7090!
- Development of 'Days of Service' actions and activities:
  - We have the Great Lakes Watershed Clean Up in April/the spring
  - This space is ideal to develop an 'all club' event in the fall
  - Ideas/themes:
    - i. Environment: Pollinator project, tree planting, recycling drive...
    - ii. Social: food related or a toiletries drive, budgeting and financial management for at risk populations, mock job interviews...
    - iii. Cultural celebration and sharing
    - iv. A fun debate or seminar for young professionals and their families. This can include an author's series and workshops with fun activities (and homework club?!) to leave the kids with
    - v. A bi-national meet-up on volunteering best practices in our communities. As we are a convening organization we can bring in subject matter experts in areas like homelessness, harm reduction, partnership development, or literacy and have a day of action to learn and then 'do'
  - Exchange of ideas: brag and brainstorm

#### D7090 Awards and Celebration

- Held together with the Foundation meeting on Sunday, November 12<sup>th</sup>, 2023.

#### D7090 Club President's Fireside Chats

- US Presidents – Saturday, September 9<sup>th</sup>, 2023 – 10:00 am – Noon – @DG's house
- Canadian Presidents – Saturday, October 14<sup>th</sup>, 2023 – 3:00 pm – 7:00 pm @DGE's house
- Meet up with other Club Presidents and key District contacts for a social with a twist.

#### District Conference

- Friday/Saturday, April 26/27, 2024 – Arrangements TBA
- Paired with our 'Day of Service': Great Lakes Watershed Cleanup (GLWC) – Held on or around Earth Day. Clubs are responsible to schedule their own GLWC. There will be a seminar for updates in March and those interested are welcome to review the details on the GLWC support page on the District website.

Multi-Club Meetings Groups of club leaders can get together to talk about membership and fundraising issues. This is a thing as the Niagara Clubs have been meeting together in April for a few years now. Perhaps twice a year around those emails, texts, and other social media interactions in between. Presidents and PEs, supported by AGs with input from club fundraising and community service leads/chairs; If it is a multi-club meeting then clubs could cancel their regular weekly meeting in order for members to attend; ideal for updates on cluster funding and sowing the seeds of other joint activities)

#### 1. District West End



- TBD/Proposed.
2. Niagara clubs
    - October/November super huddle (proposed) – check in workshop and then a social
    - April lunch preceded by area key leaders workshop. This lunch has been happening for a few years now.
  3. New York area clubs
    - TBD/Proposed – perhaps start with a smaller cluster of clubs, especially a cluster grant committee in the NY area.

### Assistant Governor (AG) meetings

- Monday evening, 5x per year (September 11, October 30, December 11, February 26, May 11). Held in advance of District Council. Chaired by AG Coordinator Ross Gowan.
- The AG group has its own calendar and report deadlines arranged by the AG Coordinator including in advance work where the AG submits a form with brief notes on their meetings with Club Presidents.
- AGs are obliged to attend these meetings where they will note Club highlights, get key seasonal updates, receive helpful suggestions, share findings, and share information in support of their assigned Club Presidents/Club activities.
- See <https://rotary7090.org/page/assistant-governor-resources> for details including the yearly timeline.
- Mandatory - complete club visit using the *Memo of a Club Visit* guide and report online to RI by May 15th
- Look for opportunities to arrange interactions between Clubs and Club leaders at events. Reach out to your nearby AG teammates to coordinate dates and events not listed here. Clubs can be encouraged to copy their events to the District Club calendar. Regularly check-in with Presidents to ensure ClubRunner Club contact information is up to date. Via your process let the DG chain know of any issues and ensure the PI Committee are aware of any key events that can have District support and promotion.

### 2024-25 District Changeover

- Saturday, June 22<sup>nd</sup>, 2024 – tentatively held at the Welland International Flatwater Centre main building, and the adjacent Empire sports park...Arrangements TBA.
- As for Club changeover events or key milestones, book these on the District Club calendar as far in advance as possible, provide a direct invite, and post on social media, so that District leaders can make arrangement and be available to attend.

### Key Dates in the Rotary Year (from <https://my.rotary.org/en/news-media/calendar>)

- July 2023 - Maternal and Child Health Month
  - 1 July — Beginning of the Rotary year
- August 2023 – Membership and New Club Development Month
- September 2023 – Basic Education and Literacy Month
- October 2023 – Community Economic and Development Month
  - Oct 1<sup>st</sup> Tailgate @ Buffalo Bills – arrangements TBA
  - 2-8 October — Rotary Alumni Reconnect Week
  - 24 October — World Polio Day



- November 2023 – Rotary Foundation Month
  - 30 October - 5 November — World Interact Week
- December 2023 - Disease Prevention and Treatment Month
  - 15 December — Last day for early registration discount for the Rotary International Convention
- January 2024 – Vocational Service Month
  - 7-11 January — Rotary International Assembly, Orlando, Florida, USA
- February 2024 - Peacebuilding and Conflict Prevention Month
  - 23 February — Rotary's anniversary
- March 2024 - Water, Sanitation, and Hygiene Month
  - 11-17 March — World Rotaract Week
  - 31 March — Preregistration discount ends for the Rotary International Convention
- April 2024 – Environmental Month
  - 30 April — Rotary International Convention registrations and ticket cancellations are due
- May 2024 - Youth Service Month
  - 25-29 May — Rotary International Convention, Singapore
- June 2024 - Rotary Fellowships Month
  - 30 June — Rotary Citation for Rotary Clubs Award nominations are due

#### Guide to the Reader - FAQs:

- Yes, this is detailed, but it is a necessary document that supports the success of your/our District.
- All: These begin as proposed dates and then become set. Use this guide as a check to save the dates in your personal calendar. They are arranged well in advance in keeping with our District's key filing and RI requirements deadlines in our Rotary year. Check back as there may be additional updates, changes, and details, plus ensure you double-check your inbox for any session you register for as any final event details will be in the [District Upcoming Events](#) section. Please be mindful of these dates when planning your other meetings so as to avoid conflicts. That being said, if you are aware of important dates at your club, such as your own filing deadlines, key community dates, and even RI-level meetings and opportunities, where appropriate please bring these to the attention of District leadership and work to see these are posted on the District calendar – club calendar layer – plus coordinate with your club reps and have this on your club website calendar. For example, there may be a date in the year upon which your club *always* has an event. Get that date posted! Whew! A lot of work, but the coordination is worth it.
- Most committees and groups of the District have their own page on the District website. From here go there for details and to read up on those activities. You are always welcome to approach the Chair and join the committee. It is a fun and meaningful way to expand your Rotary experience. All work at the District level is conducted by members from our Clubs working to support all our Clubs.
- Chairs: Leading your team is up to you. You are welcome to set your meetings around your needs as well as that of your committee. Consider using Doodle to poll your members on the best date/time to meet as they likely have club meetings and other events that cannot be moved. If you have any feedback regarding setting agendas, taking minutes, or content on rotary7090.org or on social media, please let the DG Chain and PI committee know.

- Early on it is vital that you obtain your own access to the member area of the District site. Your account is there and all you need is to logon with your user name and password. Check with your club secretary for assistance. Want to make your event or activity more successful? Post this, and any multi-club event opportunities, on the District Club Calendar. Just a note though - this should be led primarily by invites directly between clubs, especially via a phone call, and actively on social media. All members can contact any other member in our District via the District site log on.
- Events team: Volunteering for the District Major Events Team is a great opportunity! Help organize and support the fun and meaningful work of Rotary and Rotarians.
- Attendees: Don't stop once you have signed up for an event! Get the word out and invite your other club members or Rotary friends to attend. Almost all events listed here are open to all Rotarians. Get involved. Find those in a similar role as you in another club to see if they plan to attend. Ask if you can help with minutes, the chores, work in-between meetings, or volunteer at events. A great way to build your Rotary network is to carpool to a live event.
- Get social: when you are at an event, post live on social media, but also follow up and friend others, provide a report at your club meeting, etc. Get to know the #/hashtags. Anything you post can be brought to the attention of the District PI team.
- Backup: THIS IS KEY. If you cannot make a meeting please designate a replacement (where appropriate) by asking a teammate to be there in your place. Then do a debrief together afterward. If you miss a meeting, ZOOM or face-to-face, find out if it has been recorded for you to watch or if there are notes.
- D7090 is developing a Job Board. This will be a place where leadership and support roles for activities in our District. Where it says TBA it likely means that there may be a leadership role opportunity for you!
- If you are aware of helpful guides, seminars, technology, or apps regarding calendars, calendar planning, scheduling, and supporting meetings, please share these links. We can develop a handy list.
- Download and use the ClubRunner app.
- Please coordinate ideas, changes or suggestions with/to DGE Dave Alexander by text 905-329-6026 or at [econiagara@gmail.com](mailto:econiagara@gmail.com) that includes the words 'District Calendar' in the subject line.