

New Rotary Year Checklist

START
HERE

ROTARY DISTRICT 5790 PUBLIC IMAGE YEAR CHECKLIST

WEBSITE AUDIT

- Update your Club's Master-Brand and RI Theme
- Add/Update your Club Events
- Add/Update your Weekly Programs/ Speakers
- Add/Update Contact Information
- Update President's Message
- Publish New Content for Website.

SOCIAL MEDIA

- Update Profile Photo/Cover Photo with Master Brand
- Update About Us/ Contact Information
- Update ADMIN Access
- Post about your last and next meeting
- Make sure your pages are public pages (NOT closed Groups)
- Post, Post, **Engage!!** Minimally Post Every Week

PRINT MATERIAL/ MISC.

- Business Cards and Invite Cards
- Flyers, Brochures, Take Aways
- Email Signatures
- Work with Secretary to update all Members Contact Info in My Rotary and ClubRunner



#Hashtag

#PeopleOfAction
#District5790
#RotaryInTexas