

## **Protocol for District Governor Visit**

### **Meeting with the Board**

Generally takes place prior to the regular club meeting. Approximately 1½ hours are set aside for this and then a 30 minute break before the start of the regular club meeting. The exception is Sunrise clubs where the meeting would take place on the previous evening.

Typically, Jeff's wife, Barbara, will be attending this meeting. When this is not possible, the Lt. Governor or a special aide will be in attendance. The Assistant Governor for your area normally attends this meeting as well.

This is not a club board meeting. It is a Governor's visit with the Board Directors and other important Club Chairs of your club. The purpose of this meeting is to see how things are going; to talk about projects, events and the accomplishments that your club is proud of; to discuss the issues and opportunities that face your Club, and discuss how District and RI resources may be of assistance in accomplishing these goals and overcoming obstacles. Each presentation Jeff makes will be a little different and tailored specifically to your club. With that in mind this would be a good time to let him know if there is anything your Board would like incorporated into his presentation.

### **Purpose of the District Governor's visit to your Club**

The primary purpose is support the Club President in having the best year possible for his/her Club. It is also to remind Club members of the value of being a Rotarian and the meaningful difference your Club is making locally and internationally.

### **Meeting with the Club**

A general introduction should be done for the District Governor along with all other guests attending the Club meeting. A full introduction will be done by the Assistant Governor for your area just before the DG speaks to the Club.

The Governor will be the speaker for the day. His speech will be 30 minutes in length. No other speakers should be scheduled for this meeting. He has a lot to

say about your Club and this great District and he needs every minute to deliver what he hopes will be an inspiring and thought provoking message.

While the Governor takes his position seriously, he doesn't take himself seriously. He is fine with you having some fun with him.

Fining the DG or the DG Team should be discouraged, or at least kept to a minimum. The DG and those visiting with him typically have their meals comped. If this places an undue financial burden on your club, please let us know in advance.

PLEASE NOTE: It takes time to induct new members, recognize a RI Paul Harris and acknowledge and thank Club members who have made a pledge to TRF. This time is in addition to the District Governor's talk. It would be helpful to keep announcements, sheriff-ing and normal Club business to a minimum for just this one meeting.

### **Preparation for the District Governor's Visit**

- Please have at least one **new member** to induct. The Governor will consider it a great honor to induct the newest Rotarian to your club. Please send him a copy of the membership application(s) and have the new member(s) meet with him during the half hour between the Club and Board meeting.
- If you have any RI Foundations Awards that are ready to be given out, he would be honored to present these awards as well.
- Have pledge cards available so that your Club members can go public with their commitment to support The Rotary Foundation on its 100<sup>th</sup> Anniversary. It is anticipated that this will be a really big year for The Rotary Foundation, so start talking to your members now about what a difference we make when we give generously to the Foundation.
- Make sure your Club is ready with its commitment to the DG Spouse Project for this year, "Read Me a Picture". Funds raised for this project will provide art appreciation books to K-1 students to promote visual literacy,

vocabulary development and exposure to classic works of art through book ownership. Monies raised by your club will come back to you in the form of books purchased, and you will determine which school(s) will receive them.

Please keep in mind that the District Governor's visit is a great opportunity to strengthen the relationship between the District and your Club. The District exists to help your Club have its best year ever!!

“Attract the **YOUNG**  
Have lots of **FUN**  
Get more **DONE**”