

2015 PETS

Presidents-Elect
Training Seminar

Presentations Outlines

This booklet contains an outline summary of each of the presentations at the 2015 PETS Training. Use this booklet as your PETS program/diary. Write notes in it, jot down your questions / comments and keep it as a reference for your year as President of your club.



Gary Roberts

2015-16

District Governor



District Training Team:



John Egan



David Lavicka



Paul Murray



Alan Sharp



Lauren Slayter



Marilyn Walter




Ron Walter

PETS Schedule

Start	Mins	Subject	Details	Presenter
Saturday PETS training 10:00 to 5:10				
10:00 AM	5	Welcome to PETS		DG David Kennedy
10:05 AM	25	Welcome Overview	Training Team	PDG John Egan
10:30 AM	30	DG Aims 2015/16	Board & AG's	DGE Gary Roberts
11:00 AM	10	RI President's Theme		DGE Gary Roberts
11:10 AM	20	Plan Your Year-The Process		Alan Sharp
11:30 AM	15	Break		
11:45 AM	20	New Online Directory	ClubRunner	Paul Murray
12:05 PM	20	Club / Executives data	ClubRunner	Paul Murray
12:25 PM	20	Login - Profile correct	ClubRunner	Paul Murray
12:45 PM	45	Lunch		
1:30 PM	20	Leadership-Conflict Resolution		Ron & Marilyn Walter
1:50 PM	10	Youth Programs		PDG Fred Loneragan
2:00 PM	10	Service Projects		Peter Gissing
2:10 PM	20	Risk Management and Insurance		Sam Catanzariti/J Egan
2:30 PM	30	Grants/Foundation		PDG Ian Simpson
3:00 PM	10	Stretch Break		
3:10 PM	20	Administration	Includes Child Protection	Sue Gordon
3:30 PM	20	Growing Your Club		Russ Martin
3:50 PM	20	Financial Responsibility		Doug Conkey
4:10 PM	20	Your Role-Meeting Procedure		DGN Michael Milston
4:30 PM	20	Reports and Presentations	Powerpoint	Paul Murray
4:50 PM	20	Public Image		PDG John Egan
5:10 PM		Wrap Up	Dinner 7 for 7.30 PM	PDG John Egan
Sunday PETS training 9:00 to 12:00				
9:00 AM	10	Welcome Overview		DGE Gary Roberts
9:10 AM	20	Rotary Club Central	My Rotary	Paul Murray
9:30 AM	70	AG Groups-YourPlan	RCC Goals	AG's
10:40 AM	10	Stretch Break		
10:50 AM	15	Your Club Website Options		Paul Murray
11:05 AM	15	Social Networking	Facebook plus	Lauren Slater
11:20 AM	20	Make Your Club the Place to BE		PDG John Egan
11:40 AM	15	General Meeting		DG David Kennedy
11:55 AM	5	Calendar-Essential Dates		DGE Gary Roberts
12:00 PM		PETS Concluded	Return Home	DGE Gary & PDG John

Appendices

District Strategic Plan 2015-18	Page 35
District Draft Budget 2015-16	Page 38
Important Dates 2015-16	Page 39
Revised Rotary Months	Page 41

Saturday	Start	10:05:00 AM	Duration	25	minutes	
Presentation Title						
Welcome Overview						
Training Team/Program						
Phone: 269216270 Mobile: 0402 488 349						
Email: johnandmariaegan@gmail.com Club: Wollundry WW						John Egan Training Team Chair

Our Objectives

You will

- Have confidence using Club Runner
- I Understand your Financial and Insurance Responsibilities
- Understand your responsibilities with Youth Protection.
- Be familiar with Youth Programmes.
- Be aware of the different Rotary Supported Programmes.
- Have a good grasp of The Rotary Foundation.
- Discuss and Share Ideas for Membership and Club Improvement. Learn about Leadership Styles
- Plan your Year



PRESIDENT

As president, you lead and motivate your club, ensuring that club members feel valuable, inspired, and connected to each other.

WHAT YOU DO

- Preside over club and board meetings
- Appoint committee chairs and members
- Conduct club assemblies
- Create a budget and manage club finances, including an annual audit
- Develop a safe environment for youth participants
- Work with your district governor and assistant governor

HOW TO PREPARE

The year of planning before you take office is crucial to achieving the objectives you set out for your club. As president-elect, you work with your assistant governor and incoming leadership team to set annual goals that support your club's strategic plan. In this year you should:

- Assess your club's strengths, weaknesses, opportunities, and risks in order to set goals
- Develop an action plan for your annual goals, which support long-term achievements
- Appoint committee chairs
- Ensure continuity in leadership and service projects
- Attend presidents-elect training seminar
- Attend district training assembly

RESOURCES & REFERENCE

- [Club President's Manual](#)
- [Be a Vibrant Club: Your Club Leadership Plan](#)
- [Membership Growth and Retention Support](#)
- [The Rotary Foundation Reference Guide](#)

- [Standard Rotary Club Constitution](#)
- [Recommended Rotary Club Bylaws](#)


TOOLS

- [Pay or view your club invoice](#) (Rotary International dues and fees)
- [Update your club membership data](#)
- [Add club officers](#)
- [Set and track goals in Rotary Club Central](#)
- [Take a course in the Learning Center](#)
- [Register for a webinar](#)
- [Check our discussion groups](#)

ROTARY SUPPORT

- Immediate past president
- Assistant governor
- District leaders

© 2015 Rotary International. All Rights Reserved.

Saturday	Start	10:30:00 AM	Duration	30	minutes	
Presentation Title						
DG's Goals 2015/16						
Introduce Board & Assistant Governors						
Phone: 02 6921 3135 Mobile: 0411 431 534						
Email: robwag2@bigpond.com Club: WW Murrumbidgee						
						Gary Roberts DGE

Introduce Board and AG's


- Welcome
- **Purpose of Training**

To give you the skills of confidence for your year as Club President.

Your job this weekend is to develop a plan for your clubs in 2015/16.

This training is progressive and will be completed at District Assembly.

- Introduction of 2015-16 Team
- Today
- Tonight
- Tomorrow
- **YOU ARE MY KEY PEOPLE**
- Three areas of focus
 - 1. Youth**
 - 2. Peace**
 - 3. Business**

Saturday	Start	11:00:00 AM	Duration	10	minutes	
Presentation Title						
RI Presidents Theme						
Phone: 02 6921 3135 Mobile: 0411 431 534 Email: robwag2@bigpond.com Club: WW Murrumbidgee						
						Gary Roberts
						DGE

- RIPE Ravi has given us a great theme and logo
- Use these in Public Image
- Logo is colourful
- Theme is easy to understand and use


- Ravi's message

- **BE A GIFT TO THE WORLD**



“All of you have been given so many gifts.
 And you have now given this great gift:
 One year to take all your talents,
 All your gifts, everything that you are
 And can become –and
BE A GIFT TO THE WORLD”

- **BE PROUD TO BE ROTARIAN**

Saturday	Start	11:10:00 AM	Duration	20	minutes	
Presentation Title						
Plan Your Year-The Process						
Phone: 6926 2965 Mobile: 0429 095878						
Email: alan.sharp99@bigpond.com Club: WW Sunrise						
						Alan Sharp AG Group 5

A Process That You May Use

Key Points of the presentation

- *Every club is unique
- *Presidents are individuals
- *Management
- *Leadership
- * Use of Club Board
- * An effective Rotary Club
- *Annual projects

THE CLUB PLAN

- *An instrument to assist
- *Common elements
- *Use of the D9700 plan
- *Club goals to consider resources of the club
- *How to measure success
- *Goals need to be time specific

CAUTIONS


- *Time management
- *Assistance to team members
- *Human resources

NOTES

PETS Presenters Summary Outlines

Young – Feb 27 – Mar 1, 2015



Saturday	Start	11:45:00 AM	Duration	20	minutes	
Presentation Title						
New Online Directory						
Clubrunner						
Phone: 69285562		Mobile: 0408285562				Paul Murray
Email: grampamurray@gmail.com Club: Wollundry WW						District Webmaster

DRAFT New District Directory

(Will come in two versions)

- 1. Directory File (PDF)**
 PDF file...NO INTERNET
 Anchor links (very fast)
 Released at Assembly
 Emailed after Assembly
- 2. Dynamic Director**
 Updated continuously
 On the District Website
 DIRECTORY (on menu)
 Committees (on menu)
 Source of PDF file

File Instructions

To View Demo Directory

- Copy from USB to your computer Desktop
- Go to Desktop
- Double click on DEMO

Try this

- Click on Blue links
- Click on GoBack box
- Click on **ALL** blue links
- Click on Presidents Photos (Note Missing Pres photos)

Note Missing phones, emails and partners


Click "Members by Clubs"

- Is the Partner listed?
- Is the phone listed and correct?
- Is the e-mail listed and correct?

Click "Clubs and Executives"

- Are the Titles Correct? ("Director" is not a correct title)
- Is the phone listed and correct? (local number OK)
- Is the e-mail listed and correct?



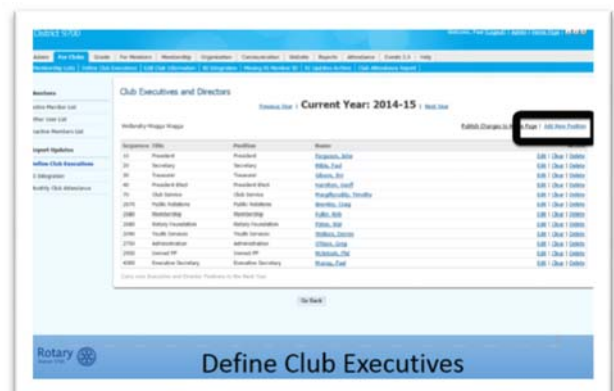
Saturday	Start	12:05:00 PM	Duration	20	minutes	 <p>Paul Murray District Webmaster</p>
Presentation Title						
Club / Executives data						
Clubrunner						
Phone: 69285562 Mobile: 0408285562 Email: grampamurray@gmail.com Club: Wollundry WW						

Directory deadlines

1. RI Directory...by **March 10th**
Need: Pres , Sec into Clubrunner
2. 9700 Directory...by **March 31st**
Need: Board Positions and District Committee webpages and all members contact details correct

Club Officers Data: (Menu: Organization>Define Club Executives Next year)

- Next Year's Club Officers
- Next Year's Presidents photo
- Next Year's Club Officers Photos

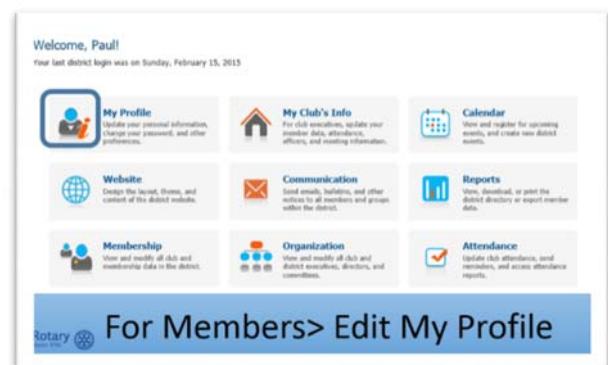



Members Data

- Contact details
- Join Date (will provide dates)
- DOB (Date of Birth)
- Photos
- Partners
- Classification
- Designations (PP, PDG, PHF)

The New Directory will show off your club.

How would you like it to look?

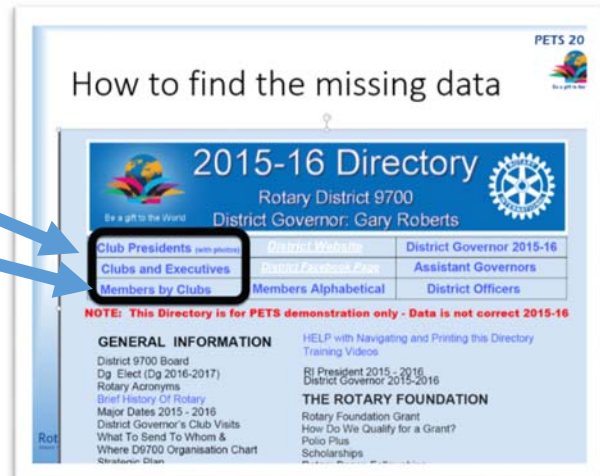


Saturday	Start	12:25:00 PM	Duration	20	minutes	
Presentation Title						
Login – Profile Correct						
Phone: 69285562 Mobile: 0408285562						
Email: grampamurray@gmail.com Club: Wollundry WW						District Webmaster

How to get your club data right!

Click on **Clubs and Executives** or **Members by Clubs** to review your club data.

Find the empty boxes and go into Clubrunner and fill them in.



- *Presidents and Secretaries have access rights...BUT.....*
- *Your members have the info. They can easily edit it themselves*
- *Encourage your members to edit their own profiles*



By the way

It would be a good idea for your club to have an **IT committee with a Photographer**. It may be only one person. Their job would be to :

- Assist with training members to update their own profiles
- Investigate and/or support **Club website** (you will receive support from District)
- Take **Members photos** (Member's photos put a personal touch to Rotary. It brings the profile to life and is the main reason for the success of Facebook)
- Take **Club or city photos** for the District website. Show off your successful projects with a good photo.


Saturday	Start	1:30:00 PM	Duration	20	minutes	
Presentation Title						
Leadership-Conflict Resolution						
Phone: 69262801 Mobile:						Marilyn & Ron Walter
Email: mgwalter@tpg.com.au Club: WW Sunrise						Training Team Member

- When angry, separate yourself from the situation and take time to cool out.
- Attack the problem, not the person. Start with a compliment.
- Communicate your feelings assertively, NOT aggressively. Express them without blaming.
- Focus on the issue, NOT your position about the issue.
- Accept and respect that individual opinions may differ.
- Do not review the situation as a competition,
- Focus on areas of common interest and agreement, instead of areas of disagreement
- NEVER jump to conclusions or make assumptions about what another is feeling or thinking.
- Listen without interrupting; ask for feedback if needed to assure a clear understanding of the issue.
- Remember, when only one person's needs are satisfied in a conflict, it is NOT resolved and will continue.
- Forget the past and stay in the present.
- Build 'power with' NOT 'power over' others.
- Thank the person for listening.



PETS Presenters Summary Outlines


Young – Feb 27 – Mar 1, 2015

Saturday	Start	1:50:00 PM	Duration	10	minutes	
Presentation Title						
Youth Programs						
Phone: 69263755 Mobile: 0413 277609						
Email: fredloneragan@bigpond.com Club: WW Sunrise						Frederick Loneragan Dir Youth Programs

Project	Age Range	Contact/Chair	Details	Date/Venue	Website/Email
District 9700 Director Youth Service Projects 2014-15		PDG Fred and Rae Loneragan	02 6926 3755 0413 277 609		fredloneragan@bigpond.com
District 9700 Youth Protection Officer		Brenden and Jennifer McKay	0412 903 962		brendenmckay@hotmail.com
Rotary Youth Exchange Australia RYEA	Y9-Y11	George and Carol Weston	02 6953 6344 02 6953 3199 0417 519 580	Enquiries to Contact person	www.rotary9700.org.au d9700yx@gmail.com
Rotary Youth Leadership Award RYLA	18-28 yrs	Lauren Slater	02 6925 5422 0457 230 615	Camp Kurrajong Oura Road Wagga Wagga April 13-18 2015	lauren.a.slater@hotmail.com
Rotary Youth Program of Enrichment RYPEN	Y9	Darren and Kathryn Wallace	0409 120 108	Borambola – Wagga Wagga November 21-23 2014	Darren@pcresources.com.au
Rotaract	18-30yrs	Contact Director PDG Fred Loneragan			
Interact	High School	Contact Director PDG Fred Loneragan			
Road Safety Education (formerly RYDA)	Y11	PDG Peter and Peggy Chivers Southern Area Sandra Robinson Northern Area Brian Burke	02 6342 1760 0408 639 849 02 6953 0931 02 6331 7769 0438 159 323	Usually Bathurst and Cowra In March	www.ryda.org.au pchivers@bigpond.com rso@leeton.nsw.gov.au brianburke3@bigpond.com


PETS Presenters Summary Outlines

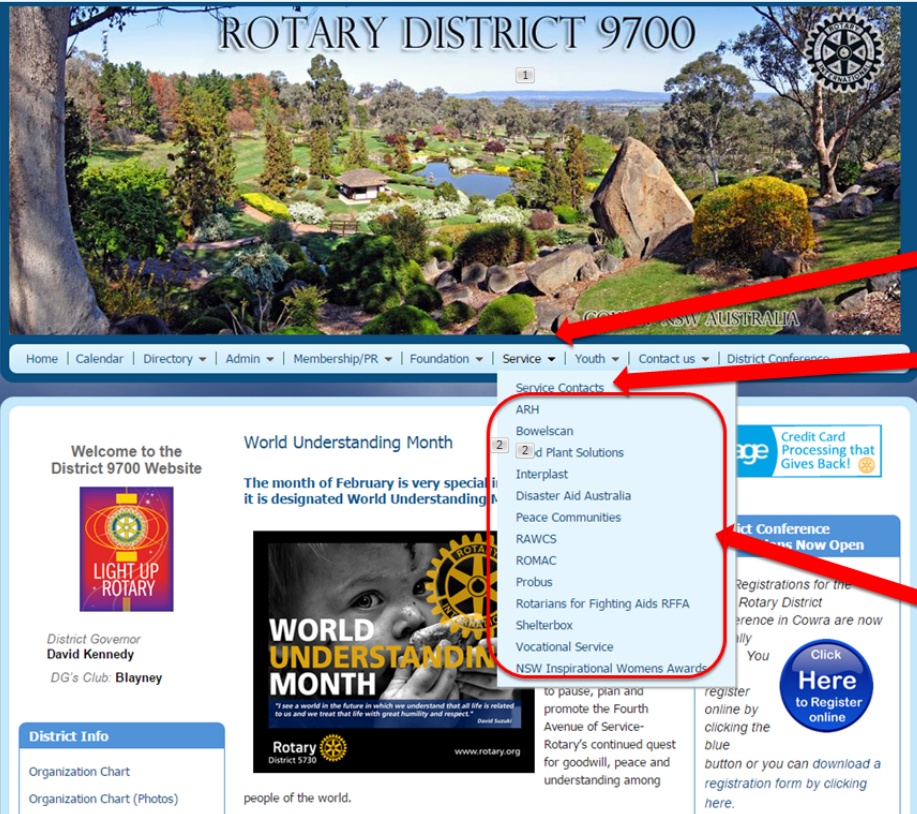
Young – Feb 27 – Mar 1, 2015

 Youth Service Programs – Contacts and details					
D9700 October 2014					
Project	Age Range	Contact/Chair	Details	Date/Venue	Website/Email
Rotary Murray-Darling School of Freshwater Research	Y11	Rochelle Petrie Or Rosie Busuttil	02 6024 9650 02 6024 9690	Wonga Wetlands is a 5 minute drive from the centre of Albury along the Riverina Highway (Howlong/Corowa Road) Applications close in March Camp is normally April	www.mdfrc.org.au rmdsfr@mdfrc.org.au
Model United Nations Assembly MUNA	Teams of Secondary Students	Stephen and Sharon Meere	02 6385 1728 0437 386 165	MUNA is usually held in May and is scheduled at Boorowa Central School	meere1@bigpond.com
Rotary Adventure in Citizenship RAIC	Y11			Canberra in May 2015 Applications open in February and close in April	www.raic.org.au
Dream Cricket	Disabled & Disadvantaged Primary aged Children	PDG Geoff and Bettye Tancred	02 6362 3487 0427 455 040	Contact Geoff for details	gjt@bigpond.net.au
National Youth Science Forum NYSF	Y11	Sue Moffatt	02 6365 8195 0414 961 390	Two week science odyssey in Canberra in January	susimoffatt@gmail.com
Science and Engineering Challenge	Secondary Students	John Saleh (Forbes) Bruce Whiley (Orange North) Trevor Webb (WW Koorngal) Frank Lincoln (Young)	02 6851 2590 0427 655 173 02 6925 5627 0427 917 334 02 6382 2783 0418 150 370	Various venues	sandhill@westserv.net.au bruce@orangeengineering.com.au Trevor.webb@bigpond.com.au ficoln@bigpond.net.au
Science Experience	Y9-10			Various Universities See Website	www.scienceexperience.com.au

PETS Presenters Summary Outlines


Young – Feb 27 – Mar 1, 2015

Saturday	Start	2:00:00 PM	Duration	10	minutes	
Presentation Title						
Service Projects						
Phone: 6922 3213		Mobile: 0419 358 063				Peter Gissing
Email: pgissing@y7mail.com		Club: WW Sunrise				Dir Service Projects



The screenshot shows the website for Rotary District 9700. The navigation menu includes Home, Calendar, Directory, Admin, Membership/PR, Foundation, Service, Youth, Contact us, and District Conferences. The 'Service' dropdown menu is open, listing various service projects such as ARH, Bowelscan, Interplast, Disaster Aid Australia, Peace Communities, RAWCS, ROMAC, Probus, Rotarians for Fighting Aids RFFA, Shelterbox, Vocational Service, and NSW Inspirational Womens Award. Red arrows point from text labels on the right to these specific elements.

PETS 2015



www.rotary9700.org.au

Service Tab

District Service Contacts

Service Project Committees

SOME USEFUL RESOURCES

District Bulletin & News items www.rotary9700.org.au

My Rotary www.rotary.org/myrotary/en/home

Rotary Showcase www.rotary.org/en/search/all/showcase

Subscribe to RI Newsletters www.rotary.org/en/news-features/newsletters

Other Clubs, Bulletins, Facebook, Conferences etc. etc.

A FEW RANDOM THOUGHTS

1. Local Community Service is the backbone of Rotary Service and Fellowship.
2. Give thought to sharing and using ideas from other Clubs.

3. Let District know of some of your recent projects, perhaps when submitting service hours so that we can learn and pass on to others.
4. Promote your projects well to ensure their success and to raise the profile of Rotary in your community – flows through to membership etc.
5. Does your club have a website? Is it kept updated? Does your Club use social media to communicate with members and the broader community?
6. Remember Rotarians are volunteers. Recognise their individual skills and understand their availability. Encourage and support them and thank them for their involvement.
7. Monitor and review ongoing projects. Are they still relevant and effective for your Club and Community?
8. Risk assessments including consideration of Occupational Health & Safety, Food Safety regulations, insurance arrangements etc. must be understood and in place.
9. Local School or University Scholarships.
10. Public Speaking Competitions with local schools.
11. Work with organisations assisting disabled members of your Community.
12. Engage with members and organisations in your local multi-cultural community.
13. Support Indigenous Health Scholarships (Australian Rotary Health).
14. Nominate someone from your community for the District Vocational Excellence Awards.
15. Consider a RAWCS project. Teams can contain community members as well as Rotarians. Arrange your own project or join in with another Club's project.
16. Consider a project which might attract a District Grant. Applications close April each year.
17. Consider utilising other sources of grant funding to support projects. Your local council can often help.
18. Consider donations to causes such as Polio Plus, Rotary Foundation, Shelter Box, RFFA, ROMAC ARH etc.
19. Support Rotary Youth programmes including RYPEN, RYLA, RYDA, NYSS etc
20. Do you have any Rotary community activities relating to Peace in your town?
21. Use the District website www.rotary9700.org.au to keep updated on activities and to find local resources.
22. Use internet resources provided by Rotary International www.rotary.org including educational materials, My Rotary www.rotary.org/myrotary etc.
23. Have fun.

Saturday	Start	2:10:00 PM	Duration	20	minutes	
Presentation Title						
Risk Management and Insurance						
Phone: 69622725 Mobile: 0412 691 717 Email: sam.catanzariti@aon.com Club: Griffith						
						Sam Catanzariti District Insurance Officer

Insurance Cover Includes; All Rotary Districts & Clubs and including all Rotaract and Interact Clubs: All members of above including spouses, volunteer workers, Honorary Members, Host Families. Office Bearers Liability, Association Liability, Professional Indemnity, Fidelity Guarantee and Crime.


Trailer, Caravan and BBQ limit any one loss \$10,000
 Third Party Property Damage \$30,000,000
 Supplementary Bodily Injury \$5,000,000

Travel.

Cover includes; Kidnap & Extortion
 Hijack & Detention Medical & Additional expenses
 Loss of Baggage Electronic equipment
 Money & Travel Documents/Deprivation of Baggage

Rotary has a Duty of Care to it's members and in certain circumstances to Members of the Public.

Rotary Leaders at Club, District and Organisation level are expected to implement Health & Safety procedures for all activities undertaken.
 Rotary at all levels, should appoint a Risk Management Authority within the respective club.
 It could be one person and/or sub-committee.

Saturday	Start	2:30:00 PM	Duration	30	minutes	
Presentation Title						
Grants/Foundation						
What our Rotary Foundation can do for your Club						
Phone: 63614491 Mobile:						
Email: isimpson@ix.net.au Club: Orange North						Ian Simpson Dir Rotary Foundation

Purpose of The Rotary Foundation

To enable Rotarians to advance world understanding, goodwill & peace through: improved health; support of education; & alleviation of poverty.

6 Areas of Foundation Focus

- ❖ Peace and conflict prevention/resolution
- ❖ Disease prevention and treatment
- ❖ Water and sanitation
- ❖ Maternal and child health
- ❖ Basic education and literacy
- ❖ Economic and community development

District Grants - a Club opportunity

District Grants fund short-term projects and activities, either local or international that support the Foundations Mission of **'Doing Good in the World'**. They are a partnership between the District, Clubs and other partners. Applications close 1st April with successful projects announced at District Assembly.

Global Grants for larger-projects

Global Grants fund large scale international projects and activities, are a partnership between the Club &/or District and The Rotary Foundation. Involve 1 or more Area of Focus, an International (D9700) Club & Host Club partner; and must have measurable results and sustainable outcomes.

Polio Plus

Rotary's No 1 Challenge is a polio free world by 2018.

Where the Foundation \$\$\$ come from

Combinations of:


- Personal and annual contributions - D9700 Centurions
- Club Contributions to 'Annual Programs' Fund (returned as District Designated Fund)
- Club contributions to 'Polio eradication'
- Special events e.g. D9700 Foundation Dinner, End Polio charity film night ,Special events
- Club benefactor bequests

Further Information and Support

- ✓ Ian Simpson, District Rotary Foundation Director
- ✓ John McKenzie, District Rotary Grants Coordinator
- ✓ 2015 District Polio-Plus Coordinator - TBA
- ✓ District Assembly session with Club Foundation Directors
- ✓ Club Presentations, Seminars & Information Booklet on Foundation Grants

PETS Presenters Summary Outlines

Young – Feb 27 – Mar 1, 2015

Saturday	Start	3:10:00 PM	Duration	20	minutes	
Presentation Title						
Administration						
Phone: 6382 1113		Mobile: 0412 361681				Susan Gordon
Email: gordon.manton@bigpond.com Club: Young						Dir Administration

Protection of young and vulnerable people is a community responsibility. Their safety and well being should be uppermost in every adult's mind.

Discussion on legal requirements of volunteers "working" with children from the NSW Office of the Children's Guardian

Discussion on Rotary's requirements of volunteers "working" with children/youth.

Getting members onsite


By-Laws


How to apply for authorization.

Fact sheet 2

Phase-in schedule for existing workers

January 2015





- **Already working with children?** You will be phased in between now and 2018. Find your industry sector in the chart below.
- **Volunteering?** You will also be phased in. Find your industry sector on the chart below.
- **Self-employed?** Apply when your Certificate for Self-Employed People (CSEP) expires, or if you do not have a CSEP, when your sector is phased in
- **Starting a new job?** Apply before you start work.

Not sure which sector you belong to? See **FACT SHEET: Which sector do I belong to?** at www.kidsguardian.nsw.gov.au/check.

INDUSTRY SECTORS – Phase-in dates				
15 Jun 2013 to 31 Mar 2014	1 Apr 2014 to 31 Mar 2015	1 Apr 2015 to 31 Mar 2016	1 Apr 2016 to 31 Mar 2017	1 Apr 2017 to 31 Mar 2018
<ul style="list-style-type: none"> • Child protection • Disability services • Justice services • Religious services (work as a minister, priest, rabbi, mufti or other like religious leader or spiritual officer of the organisation) • Youth workers • Authorised carers* • Adults who reside in the home of an authorised carer or family day care service provider or home-based education and care service provider 	<ul style="list-style-type: none"> • Child development and family welfare services • Religious services (work in roles including youth groups, youth camps, teaching children and child care) • Residential services • Transport services for children • Principal Officer of <ul style="list-style-type: none"> • a designated agency • registered agency that provides voluntary out-of-home care (not those that arrange voluntary out of home care) • accredited adoption service provider • Members of governing body of <ul style="list-style-type: none"> • a registered agency that provides voluntary out-of-home care (not those that arrange voluntary out of home care) • designated agency • accredited adoption service provider 	<ul style="list-style-type: none"> • Clubs or other bodies providing services to children (including sporting bodies and dance schools) • Entertainment for children • Assessment of reportable matters (assessment officer) 	<ul style="list-style-type: none"> • Children's health services (Local Health Districts) <ul style="list-style-type: none"> - Central Coast LHD - Hunter New England LHD - Illawarra Shoalhaven LHD - Mid North Coast LHD - Northern NSW LHD - South Eastern LHD • Education - Secondary schools • Education - Vocational • Education - Private tuition and coaching 	<ul style="list-style-type: none"> • Children's health services - All remaining LHDs • The Sydney Children's Hospitals Network (Randwick and Westmead) • Justice Health and Forensic Mental Health Network • Ambulance Service of NSW • Children's Health – remaining services • Early education and child care • Education – all remaining services • Education and care service – approved provider, manager or certified supervisor

*Foster carers and other authorised carers of children in statutory and supported out-of-home care.

Disclaimer: The material provided in this Fact Sheet is for guidance only. Every effort has been made to ensure the information is accurate, current and not misleading. However, this cannot always be guaranteed and no warranty is given that the information is free from error or omission. Users should exercise their own skill and care with respect to the use of the material. The information is also not a substitute for independent legal or other professional advice and users should obtain appropriate professional advice relevant to their particular circumstances. The Office of the Children's Guardian does not guarantee, and accepts no legal liability whatsoever for any act done, omission made, loss, damage, cost or inconvenience arising from, connected to, or as a consequence of, using or relying on the material contained in this Fact Sheet.

Suite 1, Level 13, 418A Elizabeth Street, Surry Hills NSW 2010 **Web:** www.kidsguardian.nsw.gov.au/check
Email: check@kidsguardian.nsw.gov.au **Check:** 02 9286 7219 **Fax:** 02 8219 3699 **ABN** 43 304 920 597



Saturday	Start	3:30:00 PM	Duration	20	minutes	
Presentation Title						
Growing Your Club						
Phone: Mobile: 0487 630 700 Email: russellmartin1@optusnet.com.au Club: Orange Daybreak						
						Russell Martin Dir Membership & PR

Rotarians care about the health and wellbeing of children

Rotarians care about providing communities with access to clean, drinkable water

Rotarians care about the education of children

Rotarians care about providing opportunities for youth

Rotarians care about making sure medical facilities are accessible

Strong clubs build better communities

- Stronger your membership, the more your club is able to make a positive impact in your local community and around the world
- Strong Clubs also raise the public's awareness of Rotary and its programs

The year so far

- Net increase 15 Rotarians
- 266 new Rotarians
- Lost 251 Rotarians
- 15 clubs have had no change in membership
- 8 clubs have had a decrease in membership
- 17 clubs have had an increase in membership

There is no easy solution – but it's not that hard either

- One size does not fit all
- You decide what path you want to take
- D9700 is there to help

How to Start

1. Evaluate your club
2. Create a vision for your club
3. Attract new members
4. Engage your club's members

Have you a plan for your club?

Saturday	Start	3:50:00 PM	Duration	20	minutes	
Presentation Title						
Financial Responsibility						
Phone: 69253039 Mobile: 0400909992						
Email: doug.conkey@bigpond.com Club: Wollundry WW						Douglas Conkey District Treasurer

- Importance of reading Club Treasurers Manual
- Responsibility of Treasurer to;
 - Manage Club Funds
 - Collect and submit dues/fees
 - Report on the state of Club finances
 - Develop a budget
 - Preparing your successor
- Dues and Fees
 - Club Dues
 - Admission fees
 - District Dues
 - RI per capita dues and RI fees
 - Pro rata fees
- Separation of Clubs Charitable and Operational Funds
- Financial Reporting Requirements
 - Tier 1 and Tier 2 Associations
 - Form A12
 - Lodgement fee – \$53
 - Due date – within a month of AGM
 - NSW Fair trading – www.fairtrading.nsw.gov.au
- Importance of advising RI of membership changes through ClubRunner
- District Treasurers details – doug.conkey@bigpond.com PH 02 69253039

Saturday	Start	4:10:00 PM	Duration	20	minutes	
Presentation Title						
Your Role-Meeting Procedure						
Phone: 02 6362 5360 Mobile: 0419 414 959						
Email: governor9700milston@bigpond.com Club: Orange Daybreak						Michael Milston DGN

Meetings can mean many things to many people. It is fair to say that most people avoid meetings as they are invariably boring, drawn out, full of long-winded speakers, easily go off topic, often poorly chaired, rarely stick to time, are viewed as achieving little!

Our session will consider:

How you as President can make your Rotary Breakfast/Lunch/Dinner purr

How you can manage your Board/Committee meetings for full effectiveness

What techniques you can use to manage difficult meeting participants

(Check out this YouTube **“What to Say when...”** at

<https://www.youtube.com/watch?v=uvLDIPIxaRg>) [Paul I will be linking this clip into my pptx]

Key Things to Remember:

- You are the chair – make a difference
- Run the Rotary Breakfast/Lunch/Dinner as an event not a meeting
- Your meeting must have a purpose, outline at the beginning when opening it, what you hope to achieve
- Have board members submit reports before the meeting then select 2 key items they need to discuss
- During a board meeting, go around the table and ask each member for their view instead waiting for them to talk
- Don't have General Business – if you must, then ask for the items at the beginning of the meeting and schedule them into the agenda
- Don't say the meeting will be quick, or only take an hour if your past meetings are usually 2.5 hours. Ask if people would like the meeting concluded in say 2 hours, then work towards it
- Order your agenda so the important matters are dealt with first – there is no rule that says Correspondence has to be done at the beginning of the meeting
- Be aware of the time wasting “Business arising” agenda item. Only use it when there are items that need to be considered outside of any other agenda item.



PETS items from PEs

Value diminishing	Challenging behaviour
Speakers/members going over allotted time x 4	People 'hogging' question time – long winded questions
AV gear failing	Inappropriate jokes/comments/swearing x 2
drawn out meetings	district visitors to not be offended by our members getting up and leaving for work
members complaining that the meeting is going too slow and wondering when they are going to get home	one or two members who insist on forcing their own personal views on others
Impact on visitors when speaker exceed their time	People speaking when someone else has the floor x 4
Going to the bar at any time	the “knife and forkers” always tend to have very strong views on how, when and why things should be done in Rotary
Getting to the monthly board meeting in general, I'd like to see it moved to bi-monthly - makes it a long evening once the club dinner is over	Religion and Politics even worse a guest speaker under the guise of a different subject spruiking
We do not always stay on track and very easily get side tracked	People not wanting to listen to a minority view on a club operation
lack of good guest speakers and monotony of the meetings	I intend to re-introduce the gong at the meetings so everyone will know when I want to speak
Meetings drawing things out when it is not necessary	Male members taking over the discussion
people who are very, very passionate about Rotary, and so become quite boring with their long reports on Rotary affairs	small number of members making the decisions and others being expected to be equally interested in putting their decisions into place
how can the new members be made more inclusive and their interest in Rotary be increased? I've noticed that many of the new members while not exactly ignored, still seem to be to be in some ways, left out of the pre meeting socialising, or during the meal; the older members (unintentionally I'm sure) sit and talk with each other leaving the new member to fend for his/her self.	When a guest speaker is present and either during or at the end of their presentation when questions are called for, how do you stop the member who insists on giving their own experiences, rather than asking a question, and can spend 5 minutes or more “rabbiting” on?
	At last year's change over dinner, every award went to a Board member which annoyed at least one of the new members (now gone) who thought she had contributed far more than most of the Board members. While not expecting to receive an award, she (and a few others) did question the selection criteria

Good things	
fortnightly meetings we are finding that all members are getting to meetings more often	different activities and venues can be planned for refreshing vitality and keeping people interested
Keeping to time	it is the president's job to give talkative speakers a time limit
overall, there is little I can comment on due to the fact, in the main, the meetings have been well run and enjoyable – each President has endeavoured to adhere to the meeting time limits and so on	

Saturday	Start	4:30:00 PM	Duration	20	minutes	
Presentation Title						
Reports and Presentations						
Powerpoint						
Phone: 69285562 Mobile: 0408285562						Paul Murray District Webmaster
Email: grampamurray@gmail.com Club: Wollundry WW						



PETS 2015

BAD

- MINUTES OF COMMITTEE MEETING OF TARCUTTA GARDEN CLUB
- February 2nd, 2015 held at Paul and Carolyn Murray
- Meeting was opened by President Joan Kalczmarek at 12:40 pm
- PRESENT: please see attendance book
- APOLOGIES: please see attendance book
- Minutes of November 4th Committee meeting were read by Carolyn and moved and seconded by Judy and Barb that they be accepted.
- BUSINESS ARISING
- Membership number will be raised in General Business
- TREASURER'S REPORT: Lauran reported a balance of \$3,493.96. Moved and Seconded by Lauran and Carolyn that report be accepted.
- GENERAL BUSINESS
- Barb discussed the number of members that TOC (OC) and thought that it is too big and needs to be capped at 90 and no waiting list as due to it's popularity it just keeps growing. Discussed amoung re closing the books and just letting the numbers get back to 90 due to natural attrition. Ideas were floated about how can we say "no"ly we want members to be active and if they are unable to attend ... then they should resign? When subs are due in July ... it will be put in the newsletter that they have until the August meeting to pay their subs. Barb moved that the TOC membership books are closed at 90, and there will be no waiting list. Seconded by Carolyn and passed. People on the waiting list (4) will be notified that the books are closed.


Rotary 



PETS 2015

GOOD

- Bullet Point one
- Bullet Point two
- Bullet Point three
- Bullet Point four
- Bullet Point five

Rotary 



PETS 2015

BETTER



Rotary 

PETS Presenters Summary Outlines

Young – Feb 27 – Mar 1, 2015



Saturday	Start	4:50:00 PM	Duration	20	minutes	
Presentation Title						
Public Image						
Phone: 269216270 Mobile: 0402 488 349						
Email: johnandmariaegan@gmail.com Club: Wollundry WW						John Egan Training Team Chair

The Media.

Newspaper, Radio, TV. Look for opportunities to make use of these.

Your Club Venue.

Use the Rotary emblems. Sign “Rotary meets here at....”
Good audio visual equipment Beware of roving mics.
Main complaints come from meals and costs. Be creative.

Your Club Logo

People judge an organisation by the way it represents itself.

Branding.

Use the new Rotary Logo. It gives us a consistent message.
Never be “clever” and incorporate it into other designs.


Social Media

Establish a Facebook page, use Clubrunner for a Website.
Include the addresses for these on your personal emails and stationery



PETS Presenters Summary Outlines

Young – Feb 27 – Mar 1, 2015

Sunday	Start	9:10:00 AM	Duration	20	minutes	
Presentation Title						
Rotary Club Central						
My Rotary						
Phone: 69285562 Mobile: 0408285562						
Email: grampamurray@gmail.com Club: Wollundry WW						Paul Murray District Webmaster

To help clubs, we created a form matching the goals in Rotary Club Central.

Please review the goals with your board and come back to Assembly with the form completed.

Below is an example of the Rotary Club Central goals chart which will appear in My Rotary.

CLUB PRESIDENT
John Doe

CLUB GOALS SET: 80%

CLUB GOALS ACHIEVED: 68%

SERVICE GOALS SET: 45%

SERVICE GOALS ACHIEVED: 50%

FOUNDATION GIVING GOALS SET: 38%

FOUNDATION GIVING GOALS ACHIEVED: 33%

ROTARY CLUB CENTRAL

[VIEW GOALS](#)

Rotary Club Central Goals 2015-16			
Rotary Club of <u>GRONG GRONG</u>			
Submitted by <u>JOHN DOE</u>		Goal	
Source	Club (Membership)	July 2015	June 2016
	Members retained (cannot be more than July 2015 number)	25	23
	New Members	2	5
	Total Members	25	28
	Rotarian Engagement	July 2015	June 2016
	Members in club roles	20	22
	Members participating in club service activities	22	25
	Members participating in club social activities	10	20
	Members sponsoring new Rotarians	0	5
	Members in leadership development programs or activities	0	0
	Members in Rotary Fellowships	3	5
	Members in district roles	0	1
	Members attending district conference	3	5
	Committee chairs attending district assembly	5	7
	Club Communication	July 2015	June 2016
	Our club has a strategic plan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Club assemblies conducted per year	4	4
	Our online presence accurately reflects current activities	<u>NO WEBSITE</u>	
	Number of communications distributed per month	1	1
	Number of social activities for members outside of club meetings per year	4	4
	Public Relations	July 2015	June 2016
	Number of times we update our website per month		
	Number of media stories (broadcast and/or print) covering our club's projects per year	5	5
	Number of advertisements we place per year	5	5
	Number of people in the media we invite to visit a club project or meeting per month	0	1
	We use social media to promote service activities	<u>NO</u>	<u>—</u>
	We use RI produced advertising/public service materials	<u>YES</u>	
	Service (Projects and Activities)	Total Hrs	Number of volunteers
	<u>RAFFLE</u>	40	10
	<u>GATES AT SHOW</u>	200	15
		Cash in \$USD	700
			2000
	Youths Clubs	July 2015	June 2016
	Number of Rotaract clubs	—	—
	Number of inbound Youth Exchange students	—	—
	Number of outbound Youth Exchange students	—	—
	Number of RYLA, MUNA, RYPEN, RYDA, NYSF etc. participants	3	5
	Foundation (Giving)	Number of Donors	Cash in \$USD
	Paul Harris Society (\$1,000 US annually)	—	—
	Centurion (\$100 AU annually)	5	7
	Other Contributions		
	Polio Plus Fund	1000	1500
	Major Gifts (\$10,000 \$US or more)	—	—
	Bequest Society (\$10,000 \$US or more from your estate)	—	—
	Benefactors (\$1,000 \$US or more from your estate)	1	1

This form is downloadable from the district website.

Rotary Club Central Goals 2015-16

Rotary Club of _____

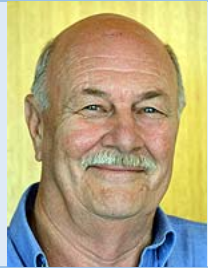
Submitted by _____

Goal

Source	Club (Membership)		July 2015	June 2016
	Members retained (cannot be more than July 2015 number)			
	New Members			
	Total Members			
	Rotarian Engagement		July 2015	June 2016
	Members in club roles			
	Members participating in club service activities			
	Members participating in club social activities			
	Members sponsoring new Rotarians			
	Members in leadership development programs or activities			
	Members in Rotary Fellowships			
	Members in district roles			
	Members attending district conference			
	Committee chairs attending district assembly			
	Club Communication		July 2015	June 2016
	Our club has a strategic plan			
	Club assemblies conducted per year			
	Our online presence accurately reflects current activities			
	Number of communications distributed per month			
	Number of social activities for members outside of club meetings per year			
	Public Relations		July 2015	June 2016
	Number of times we update our website per month			
	Number of media stories (broadcast and/or print) covering our club's projects per year			
	Number of advertisements we place per year			
	Number of people in the media we invite to visit a club project or meeting per month			
	We use social media to promote service activities			
	We use RI produced advertising/public service materials			
	Service (Projects and Activities)	Total Hrs	Number of volunteers	Cash in \$USD
	Youths Clubs		July 2015	June 2016
	Number of Rotaract clubs			
	Number of inbound Youth Exchange students			
	Number of outbound Youth Exchange students			
	Number of RYLA, MUNA, RYPEN, RYDA, NYSF etc. participants			
	Foundation (Giving)		Number of Donors	Cash in \$USD
	Paul Harris Society			
	Centurion			
	Other Contributions			
	Polio Plus Fund			
	Major Gifts (\$10,000 \$US or more)			
	Bequest Society			
	Benefactors			

PETS Presenters Summary Outlines

Young – Feb 27 – Mar 1, 2015

Sunday	Start	9:30:00 AM	Duration	70	minutes	
Presentation Title						
AG Groups -Your Plan						
Phone: Mobile: Email: Club:						



Group 1
David Hughes



Group 2
Mick Doyle



Group 3
George Weston



Group 4
Tony Sinclair




Group 5
Alan Sharp



Group 6
Alex Kruczaj

District Priorities	District Targets	Club Targets	Action	Time
From District Plan	Sample Only	PETS 2015	Who ?	When ?
1 Develop leaders for club, District and International levels	20 plus clubs receive a Presidential Citation Ensure clubs support District Committees President elect attend PETS Encourage clubs to attend District Assembly	Meet the criteria for the Citation Club Directors support District Committees President elect identified Club officers attend Assembly	Club Board assess and complete Citation Club Directors Club Board Club Officers attend Assembly	By March 2016 During Rotary Year By December 2016 May 2016
3 Increase and sustain the District Membership base	Achieve a net increase of 80 members All clubs implement a New Rotarian Plan Promote diversity and flexibility of Membership Implement an Action Plan for 2015-16 Clubs participate in a variety of service activities	A net increase of 10% Update the club orientation Identify possible members Have a club plan for all members to use in recruitment Ensure that the activities make use of the talents of members	Membership committee and members Club Director, W Green Club Members Club Director, W Green Club Service Director, J Williams	March 2016 July 2015 During Rotary Year July 2015 During Rotary Year

This form is downloadable from the district website.

Sunday	Start	10:50:00 AM	Duration	15	minutes	
Presentation Title						
Your Club Website Options						
Phone: 69285562 Mobile: 0408285562						
Email: grampamurray@gmail.com Club: Wollundry WW						District Webmaster

What to look for?


What do you want to do with your website?

Options range from Facebook to a hand written site in Dreamweaver.

“Buy What your friends have”
Support is very important

Suggestions:

- Website
- Database
- Emails
- Publisher
- Events
- Archives







“carpe diem”
Seize the day..for Rotary


Rotary cannot afford to let this technological explosion pass us by. . .

Rotary Website Update Options Compared

	Club Runner	Dream weaver	Content Mgmt. System	Rotary news.info
Include club sites	2	0	0	4
Software cost	2	2	4	5
Cost to build	5	1	1	3
Cost to maintain	2	4	4	5
Rotary database	5	0 ¹	0 ¹	0 ²
Sustainable	5	2	2	2
Summary	21	9	11	19

Grading: 1-5 (1=bad 5=good)
¹could be linked to the RI database with additional time and programming
²Currently planning to implement

	Flexible & professional ★★★★★ (Rate of 1510) Perfect for those who want a builder to do the work. <small>Read Web.com review</small>	✓ SEO Tools f t w p	Awsome 9.8 Visit Site
	Great for beginners ★★★★★ (Rate of 1388) Easy to start and operate, with lots of features available. <small>Read Wix review</small>	✓ SEO Tools f t w p	Very Good 9.1 Visit Site
	Great features & tools ★★★★★ (Rate of 935) Create a website for any need, from an online shop to a blog. <small>Read Weebly review</small>	✓ SEO Tools f t w p	Very Good 8.7 Visit Site
	Makes beautiful sites ★★★★★ (Rate of 829) New 7th edition offers even better features. <small>Read Squarespace review</small>	✓ SEO Tools f t w p	Very Good 8.4 Visit Site

Sunday	Start	11:05:00 AM	Duration	15	minutes	
Presentation Title						
Social Networking						
Facebook/LinkedIn/Twitter						
Phone: 69253083	Mobile:	0457230615				
Email: lauren.a.slater@hotmail.com Club: WW Murrumbidgee						Lauren Slater Training Team Member

Facebook

- Facebook is a popular free [social networking](#) website that allows registered users to create profiles, upload photos and video, send messages and keep in touch with friends, family and colleagues. It incorporates the following as well as personal profiles:
 - Groups - allows members who have common interests to find each other and interact.
 - Events - allows members to publicise an event, invite guests and track who plans to attend.
 - Pages - allows members to create and promote a public page built around a specific topic.
- Only need one member with Facebook to create a page for your club.
 - The club can choose if one person, a select few or everyone has access to run the page.
- Club Members and the general public can like your page to start receiving updates about your club and what it is doing.
- Great means of getting in contact with the Youth of your town.
- Encourage members to like and share posts made by the page
 - Wider spread of information about the club and its activities
 - Clicking **Like** below a post on Facebook is an easy way to show that you are interested in the post. The fact that you liked the post is visible below it. For example, if your members click **Like** on a post made by your page the following will occur:
 - People who can see the page will be able to see that they have liked it
 - A story will be posted on their Timeline that they have liked your pages post
 - The page will get a notification that the post has been liked.
 - Clicking **Share** below a post on Facebook is an easy way to spread your post further.
 - When a member shares a link that you posted, they can share the link with a wider audience than you originally shared it with. This means that the information is able to reach a larger audience without you having to do anything extra.

Twitter

- Twitter is an online social networking service that enables users to send and read short 140-character messages called "tweets".
 - A Tweet is an expression of a moment or idea. It can contain text, photos, and videos
 - When you follow people, their Tweets instantly show up in your timeline. Similarly, your Tweets show up in your followers' timelines.
 - # is used to highlight something within your post and people are able to search for topics using the # eg. #rotary #BBQ #PolioPlus

LinkedIn


- LinkedIn is a business-oriented [social networking service](#)
- The basic functionality of LinkedIn allows users to create profiles and connections to each other online which may represent real-world professional relationships. Users can invite anyone (whether a site user or not) to become a connection.
 - Clubs can gain professional connections, sponsors and new members through LinkedIn.
- LinkedIn also supports the formation of interest groups
 - Rotary groups can gain connections and ideas through these groups.
- A LinkedIn member's profile page, has professional network news feeds and a limited number of customizable modules.
- Unlike other free social networking sites like [Facebook](#) or [Twitter](#), LinkedIn requires connections to have a pre-existing relationship. And it is from these relationships that your network grows.
- One of the most enhanced features of LinkedIn is the ability to see who viewed your profile.
 - You can get valuable demographic data about the people who are checking you out. You can discover which keywords searchers used to find you, how they found you, where they come from.
 - You can also see the number of viewers by date. This will help you measure the impact of your communications.
 - LinkedIn shows you how you rank among your connections based on the total number of profile views.

All of these social media networking sites are accessible by computer but they also have apps for smart phones so you can be live Facebooking, tweeting or LinkedIn posting at your event, meeting or whenever you find something interesting to share. You are no longer restricted to only post event reporting.

PETS Presenters Summary Outlines

Young – Feb 27 – Mar 1, 2015



Sunday	Start	11:20:00 AM	Duration	20	minutes	
Presentation Title						
Make Your Club the Place to BE						
Phone: 269216270 Mobile: 0402 488 349						
Email: johnandmariaegan@gmail.com Club: Wollundry WW						
						John Egan Training Team Chair

NOTES:

PETS Presenters Summary Outlines

Young – Feb 27 – Mar 1, 2015



Sunday	Start	11:40:00 AM	Duration	15	minutes	
Presentation Title						
General Meeting						
Phone: 263684111 Mobile: 0429 316 266						
Email: dauidkennedy9700@gmail.com Club: Blayney						
David kennedy						
DG						

Items to be considered at the General Meeting.

Item 1 Constitutional Amendment

Item 2 Strategic Plan

Item 3 Budget

Sunday	Start	11:55:00 AM	Duration	5	minutes	 Gary Roberts DGE
Presentation Title						
Calendar-Essential Dates						
and Closing Remarks						
Phone: 02 6921 3135		Mobile: 0411 431 534				
Email: robwag2@bigpond.com				Club: WW Murrumbidgee		

Calendar- Essentials Dates

- Calendar of major events
- Club activities
- Develop Club Calendar incorporating district events
- D.G. visits.

Closing remarks

- Thank you -

DG David Kennedy

Directors

AG's

John Egan and his training team.

Maria Egan for her assistance.

Paul Murray for all his work with ClubRunner and this booklet.

Marilyn

Terry Norwood

and most important.

YOU THE PRESIDENTS ELECT AND PARTNERS.

You are the reason we organise this weekend.

Core Essence Statement

“We are a network of inspired individuals with a commitment to Service Above Self to benefit local and international communities”

Mission

“To provide service to others, promote integrity and advance world understanding, goodwill and peace through a fellowship of business, professional, and community leaders”.

Our Core Values include: Fellowship Integrity Diversity Service Leadership

Strategic Priorities and District Objectives Areas 2015-16 to 2017-18 and Targets for 2015-16

Our Rotary District focuses on delivering services that benefit local and international communities. To achieve this, the District Strategic Plan has six Priority Areas supported by Objectives. The Plan incorporates the Strategic Priorities of the Rotary International Strategic Plan, effective from 1 July 2014. In 2015-16, Governor Gary’s goal is “to promote Youth programs as our Flagship Projects and highlight Peace and Business Development and Networking”. Clubs may choose to use the Priority Areas and District Objectives as a basis for developing their plans, adapting them to their club size, the varied skills of members, and the needs of the communities they serve.



Strategic Priorities		District Objectives	Targets 2015-16
<p>1 Develop leaders capable of serving Rotary at the Club, District and International levels</p>	<p>➤ Local</p> <ul style="list-style-type: none"> • Encourage every Club President to qualify for a Presidential Citation • Encourage strategic planning at club level <p>➤ District</p> <ul style="list-style-type: none"> • Implement a District Leadership Plan • Conduct a comprehensive training program for District and Club leaders • Ensure District Training events are well structured to provide time for networking and fun • Support District Committees and ensure their membership renewal through succession plans <p>➤ International</p>	<p>✓ Local</p> <ul style="list-style-type: none"> • 20+ Clubs qualify for a RI Presidential Citation <p>✓ District</p> <ul style="list-style-type: none"> • Ensure Directors support District Committees and their Chairs • Expand the District Learning & Development Team • 40 President Elects attend PETS and over 200 Club Directors attend Assembly • Encourage Clubs under 20 members to attend Assembly • Conduct an interactive AGs training and PETS (Feb 2015) & informative Assembly (May) 2015 and 2016 • Establish Rotary Leadership Institute 	
	<p>➤ Ensure effective communication with all Clubs and members</p> <p>➤ Review and update the District Strategic Plan to align with Rotary International’s needs and expectations</p> <p>➤ Provide support for Clubs in administration and program areas through AG visits</p> <p>➤ Ensure Clubs and the District comply with appropriate Constitution and By-Law requirements</p> <p>➤ Periodically assess Board governance procedures to ensure the use of cost-effective best practices</p>	<p>✓ Circulate a monthly newsletter that informs on Rotary Programs and Achievements and meets the needs of Clubs and members</p> <p>✓ Update the District Strategic Plan to reflect the Priorities and Goals of the District and RI Strategic Plan, effective 1 July 2015</p> <p>✓ Encourage regular Assistant Governor contact with Clubs</p> <p>✓ Quarterly Group meetings of Presidents hosted by Assistant Governors</p> <p>✓ Present the District Strategic Plan at President Elect Training Seminar (PETS) and encourage its use in Club planning</p> <p>✓ Conduct at least 4 meetings of the District Board</p> <p>✓ Invite Assistant Governors to contribute to meetings of the District Board.</p>	
<p>2 Improve the organisational and operational performance of the District</p>			

DISTRICT 9700 STRATEGIC PLAN 2015 TO 2018

Strategic Priorities	District Objectives	Targets 2015-16
<p>3 Support Clubs to increase and sustain the District membership base</p>	<p>➤ Implement a comprehensive plan to support Clubs to recruit and retain members</p> <p>➤ Foster club innovation, flexibility and diversity</p> <p>➤ Encourage new members to gain knowledge of Rotary through attending Club forums, District Conference and meetings</p> <p>➤ Encourage Clubs to promote networking opportunities as part of their fellowship activities</p>	<ul style="list-style-type: none"> ✓ All Clubs implement an Action Plan for 2015-16 ✓ Develop & implement a multi-year New Rotarian Development Plan ✓ Achieve a Net increase of 80 members in the District ✓ Promote diversity & flexibility of membership in Clubs ✓ Encourage clubs to participate in a variety of service activities
<p>4 Focus and increase educational, vocational and humanitarian service through The Rotary Foundation</p>	<p>➤ Promote Rotary Foundation as ‘Our Charity’. Inform Clubs and members about its operation & range of programs</p> <p>➤ Through financial contributions continue support for the eradication of Polio in the world</p> <p>➤ Support initiatives that deliver financial contributions to The Rotary Foundation</p> <p>➤ Implement the new District & Global Grant Programs of the Foundation to deliver benefits around the six Areas of Focus</p> <p>➤ Provide information, training and support to encourage participation in local and overseas educational, vocational and humanitarian programs</p>	<ul style="list-style-type: none"> ✓ Support District learning and support for the Foundation at AGs Training, PETS, Assembly and other Foundation Forums ✓ Combined clubs contribute at least \$50,000 to Polio Plus and \$80,000 Annual Foundation Giving ✓ Achieve at least 400 Centurions in the District ✓ Encourage each Club to Award at least one PHF ✓ Promote the development of the Paul Harris Society ✓ Support a range successful District projects with a focus on educational, vocational or humanitarian service ✓ Initiate a Vocational Training Team to D5770 Oklahoma ✓ Encourage clubs to apply for District Grants
<p>5 Apply Rotary's five Avenues of Service - Club, Vocational, Community, International and Youth Programs</p>	<p>➤ Use the five Avenues of Service to guide Clubs to expand opportunities for service and create a better future in local and international communities</p> <p>➤ Actively support youth and young adult education, leadership and exchange programs , including establishing a Short Term Youth Exchange program with District 5770 Oklahoma</p> <p>➤ Create and maintain a safe environment for all youth who participate in Rotary activities</p> <p>➤ Encourage and assist the participation of people with disabilities in Youth programs</p> <p>➤ Encourage Rotarians and Clubs to support and participate in Rotary Australia World Community Service Ltd (RAWCS) projects</p> <p>➤ Encourage Rotarians and Clubs to support Rotary endorsed community and international educational, vocational and humanitarian programs</p>	<ul style="list-style-type: none"> ✓ Clubs appoint a Director and/or Committee for each Avenue of Service ✓ Youth projects: <ul style="list-style-type: none"> • At least 5 Outbound / Inbound students undertake Youth Exchange Program • At least 25 attend RYLA with 20 or more Clubs participating • 25 Clubs support participation in at least two of RYPEN (40+p); MUNA (30p); RYDA (2500+p); Youth Science and Engineering Schools & Forums (30 interviews for 15 selected). • Support the Science & Engineering Challenge through Newcastle University ✓ At least 5 Clubs support the ARH Indigenous Health Scholarship program ✓ Support RAWCS District & Eastern Region meetings & activities ✓ Present the District 9700 Vocational Excellence Award(s) at 2015 District Conference

Strategic Priorities		District Objectives	Targets 2015-16
<p>Enhance public image and awareness</p> <p>6 Use the activities of local Rotarians to increase awareness of Rotary</p>	<p>➤ Appoint a Public Image Director</p> <p>➤ Promote the image and awareness of Rotary through regular publicity</p> <p>➤ Utilise strong communications media to reach Rotarians and the broader community</p> <p>➤ Conduct interesting and rewarding District Conferences</p>	<p>✓ Develop and run at least old two District Public Image training seminars for Clubs</p> <p>✓ Develop and implement a successful Public Image project for Rotary District Conference:</p> <ul style="list-style-type: none"> • 30 first-time Rotarians attend • At least 350 attend • Highlights the achievements of Clubs 	

Version: draft 4

Rotary International District 9700 Incorporated

Administration Fund Working Account

Draft Budget 2015 - 2016

Members

1150

\$88.00

**Budget
2015-2016**

Receipts	Budget 2015-2016	
District Dues	\$101,200	
Insurance	\$28,500	
Interest	\$3,000	
Royce Abbey Scholarship		
GSE Nomination Reimbursement		
Rotary Institute Reimbursement		
District Conference Reimbursement		
Partners Program		
Total Receipts	\$132,700	
	Budget 2015-16	
Payments		
District Committees		
RYDA	\$250	
RYLA		
RYPEN	\$250	
MUNA	\$250	
Youth Exchange	\$1,000	
National Science Youth Forum	\$250	
Vocational	\$250	
Training Team	\$1,000	RLI
IT Committee	\$500	
Rotary Foundation and VTT	\$1,000	
Publicity	\$2,000	
Sundry	\$150	
	\$6,900	
District Activities		
District Assembly/ PETS	\$12,500	
AG & Director Training	\$3,000	
District Conference	\$25,000	
Regional Institute	\$16,000	Melb.Div btwn DG DGE DGN
Zone & Institute Travel (not 2015-16)		
Zone Institute - Train the Trainer	\$1,000	
Board /Teleconference	\$500	
	\$58,000	
Administration		
Insurance	\$28,500	
DG Allowance	\$13,000	
DGE Allowance	\$6,500	
DGN Allowance	\$2,500	
DGN Conference Visit	\$600	
Directors Allowance	\$3,000	\$500 x6 directors =\$3000
DG Travelling	\$5,500	
Assistant Governors	\$4,200	as per calculation
Treasurer	\$400	
Insurance Officer	\$300	
Secretary	\$600	
Webmaster Allowance	\$500	
District Directory-Pamphlet	\$100	
PDG Jewel and Badge	\$200	
District Web Site	\$1,500	Clubrunner \$1308
Sundry	\$400	
Total Payments	\$67,800	
Surplus/Deficiency for the Year	\$0	

<u>2015</u>	<u>IMPORTAND DATES 2015 - 16</u>
January	District Grants Open
Feb 27	Assistant Governor's Training
March 28	PETS Young Shire Town Hall
March 1	
March 1	Board Meeting 1pm
March 10	Secretary – updates due of Club Data on ClubRunner for Directory
March 20-23	DISTRICT CONFERENCE
March 25	Book venue of your Changeover
March	Select and Advise DG of your Club Changeover date.
April	Work on the Club Plan for your year
April 1	District Grant applications close
April 11	Ensure all your Club Exec and Directors able to attend District Assembly
April 13 – 18	RYLA – Wagga Wagga
May	Plan your Club Changeover and send invitations
	Plan your Club donations to The Rotary Foundation – Annual Program Funds and Polio Plus
May 2	District Assembly at West Wyalong High School
May 15	Close off for 2015-16 The Rotary Foundation donations
May 30	Finalize the Club Plan and your year, and Start to plan your Club's Official Visit by the DG
June 20 - 30	Update Membership details in ClubRunner
By June 30	Club's to submit plan for 2015-16 to Assistant Governor (AG)
June 27	District Changeover – Wagga Wagga
June 28	Board Meeting
	<u>YOUR YEAR IN OFFICE 2015 -16</u>
July to September	District Governor Official Visit to clubs Prior to visit, arrange to meet the DG with Club Secretary & then Board
August	Participate with your AG in Group President's meeting
October 11	Presidents Forum and District AGM - Temora
	Board Meeting – Temora 1.30
November	Hold your Club's AGM for 2015-16
December	Review Club progress for Presidential Citation
	Update the ClubRunner with your elected officers for 20115-16 so RI and District can use for the Next Directory and send updated Membership list to RI (due end December)

2016	IMPORTAND DATES 2016
January	District Grants Open
February	Ensure your President-Elect is ready to attend PETS
	Plan for members to attend District Conference in April
Feb	Peace Ceremony – Wagga Wagga
Feb 23	Rotary's Birthday – celebrate & support Polio Plus
Feb 20 - 21	President's Elect Training (PETS)
March	Select and Advise DG of your Club Changeover date.
April	Plan Club donations to The Rotary Foundation – Annual Program Funds
	Club Presidential Citation submission due by DG 15 April
	District Conference – Wagga Wagga – DG Gary Roberts
April 15	District Grant applications close
May 1	District Assembly
	Discuss with your AG the Memo of Club Visit and submit it, signed to the Assistant Governors by 1May, for submission to the DG by 15 th May
	Plan your Club donations to The Rotary Foundation – Annual Program Funds and Polio Plus
May 15	Close off for 2015-16 The Rotary Foundation donations
June 25	District Changeover Orange – Michael Milson
June 28	Club's to submit Plan for 2015-16 to Assistant Governor (AG)
By June 30	Ensure your Club's membership updated on your ClubRunner
July 1	Board meeting

C-6-a. Special Observances Appendix

Month	Current Designation	Beginning 2015-16	UN/International Days
JULY			11 World Population Day (MCH) 18 Nelson Mandela’s birthday. (support the End Polio Now campaign in Africa). 28 World Hepatitis Day (DPT)
AUGUST	Membership and Extension Month	Membership and Extension Month	12 International Youth Day (NewGens) 19 World Humanitarian Day (PCPR)
SEPTEMBER	New Generations Month	Area of Focus: Basic Education and Literacy	8 International Day of Literacy (UN) (BEL) 21 International Day of Peace (PCPR)
OCTOBER	Vocational Service Month	Area of Focus: Economic and Community Development	5 World Teacher's Day (BEL) 11 International Day of the Girl Child (BEL) 15 Global Handwashing Day (WAS) 16 World Food Day (ECD) 17 International Day for the Eradication of Poverty (UN) (ECD) 24 World Polio Day (DPT/MCH)
NOVEMBER	Rotary Foundation Month	Rotary Foundation Month	3 International Day of Persons with Disabilities: (DPT/MCH) 5 Week of 5 November – World Interact Week (NewGens) 14 World Diabetes Day (DPT) 16 International Day for Tolerance (PCPR) 19 World Toilet Day (WAS) 20 Universal Children’s Day (UN) (Youth)
DECEMBER	Family Month	Area of Focus: Disease Prevention and Treatment	1 World AIDS Day (DPT) 3 International Day of Disabled Persons (DPT) 5 UN: International Volunteers Day 10 Human Rights Day (PCPR)
JANUARY	Rotary Awareness Month	Vocational Service Month	
FEBRUARY	World Understanding Month	Area of Focus: Peace and Conflict Prevention/Resolution	4 World Cancer Day: (DPT) 23 Rotary’s anniversary
MARCH	Literacy Month	Area of Focus: Water and Sanitation	8 International Women’s Day - (BEL/MCH) 13 Week of 13 March – Rotaract’s anniversary (NewGens) 21 World Down's Syndrome : (MCH) 22 World Water Day (UN) (WAS)

Month	Current Designation	Beginning 2015-16	UN/International Days
APRIL	Magazine Month	Area of Focus: Maternal and Child Health	2 World Autism Awareness Day: (DPT) 4 UN International Day for Mine Awareness and Assistance in Mine Action (PCPR) 7 UN World Health Day (DPT) 12 Anniversary of Salk polio vaccine - (DPT) Mid-April Global Youth Service Day (www.gysd.org) -- YSA partnership (NewGens) 19 Birthday of Paul Harris. 22 Earth Day (ECD) 23 23 April (approx.) – World Immunization Week (DPT) 25 World Malaria Day (DPT) 20-25 Rotary Family Health Days (DPT) 31 World No Tobacco Day (DPT)
MAY		Youth Services Month	5 International Day of the Midwife (WHO) (MCH)
JUNE	Rotary Fellowships Month	Rotary Fellowships Month	12 World Blood Donor Day (DPT)

No change
Moved to a different month
Proposed new Area of Focus month