



**Preparation for 2016-2017 DG Debbie High's "Official" Visit**

**PROTOCOL:** For the "traditional" District Governor (DG) club visit option; allow 25 minutes for the DG as the club's only "program." If an overnight stay is required, Clubs are asked to pay for any hotel charge(s). It is also customary for the Clubs to pay for meal(s) for the DG and her spouse associated with the "official" visit. The Assistant Governor (AG) will accompany the DG on the official club visits. It is thoughtful for the clubs to pay for the AG's meal(s) on "official" visits as well. There are no dietary restrictions for the DG or her spouse. For the evening meetings with the board, she prefers a quiet restaurant or a Rotarian's home. Personal gifts are discouraged. Instead it is the Governor's wish you use Club Funds toward one of your projects, or make a contribution to PolioPlus or The Rotary Foundation on behalf of the Governor's visit. The Club President introduces the AG. The AG introduces the DG and it is customary to stand when she is introduced. Debbie and Joe are not available to travel to Mexico.

**Key Issues that DG Debbie desires to discuss with the Board of Directors:**

- (1) IGNITE Membership Best Practices "Toolkit" – how is the Club's implementation coming (details, results, etc?)
- (2) Club's Rotary Foundation goals – Annual Giving; Polio. Have goals been posted to Rotary Club Central; do they show an increase from last year?
- (3) Paul Harris Society – are there club members DG Debbie High and District Rotary Foundation Chair Ellison Crider should talk to concerning joining the Paul Harris Society (\$1,000 donation per year)?
- (4) Local Club Service Projects – list, summary, and implementation dates.
- (5) International Service Project sponsorship – has a commitment been made to support a project on the District's "Shopping List" or do you have your own?
- (6) Information to be provided to Club by DG Debbie High on 2017 District Conference.
- (7) Does club sponsor Early Act First Knight? Interact Club? Rotaract Club? - if not, is there a plan to sponsor one? Which one(s)? Have you provided current information to LTG Youth Services?
- (8) Club is requested to provide DG with list of future club events (description, dates)
- (9) Has the club planned a "Rotary Has Heart" Event for 2016-17?
- (10) DG Debbie will discuss with club sponsorship opportunities for District Events.
- (11) What is the tax status of the club? Are federal tax forms being filed?
- (12) Other club initiatives or questions of interest that club would like to discuss.
- (13) Club Bylaws and Constitution – do you have them? When were they last updated?

Note: DG Debbie High expects club to prepare and submit any required reports in a timely manner.