**Rotary District 5970**

**19 MONTH CALENDAR** **– Your Opportunity to Lead through Service**

**JANUARY, 2024**

* Create your MyRotary Account if you have not already.
* Submit your incoming Club Officers (President, Secretary, Treasurer, Foundation Chair, Membership Chair) names and contact information to Rotary International at [www.rotary.org](http://www.rotary.org) through member access or send information to District Executive Secretary to input into the system.
* Review status of current budget and ongoing club projects.
* Begin to develop goals and appoint committee chairs.
* Register for **North Central PETS** at [www.ncpets.org](http://www.ncpets.org).
* Encourage President Nominee to attend PETS with you in March.
* Explore the District 5970 Website at [district5970.org](http://www.district5970.org).
* [Take the Health Check Survey prior to PETS - Tool Box](https://drive.google.com/drive/folders/11NkornbDrDHrNXet4CVn4jRJq3pZRM-A)
* ***Support the Rotary Monthly Theme “Vocational Service”***

**FEBRUARY, 2024**

* Hold your first meeting with your Board-elect to prepare for North Central PETS.
* Register and start preparing goals for North Central PETS.
* Save the date for yourself and family members to attend the **DISTRICT CONFERENCE** June 7 and 8, 2024 in Bancroft, Iowa.
* Continue to visit the district website [district5970.org](http://www.district5970.org).
* [Take the Health Check Survey prior to PETS -Tool Box](https://drive.google.com/drive/folders/11NkornbDrDHrNXet4CVn4jRJq3pZRM-A)
* ***Support Rotary Monthly Theme - “Peace/Conflict Prevention/Resolution”***

**MARCH, 2024**

* Attend North Central PETS virtually
* **Club Goals must be reported for Annual Fund, Polio Plus and Membership**
* Promote attendance to club members at **DISTRICT CONFERENCE,** June 7 and 8, 2024 in Bancroft, Iowa.
* Grant Management Seminar –April 13 or 16, 2024. Ensure someone from your club attends for your club to be eligible for a District Grant.
* Makeup at another club in your area.
* Register for **ROTARY INTERNATIONAL CONVENTION**
* Order **President-Elect Luncheon** ticket at RI International Convention.
* [Create an ACTION PLAN - At PETS and in Tool Box](https://drive.google.com/drive/folders/11NkornbDrDHrNXet4CVn4jRJq3pZRM-A)
* ***Support Rotary Monthly Theme “Water/Sanitation”***

**APRIL, 2024**

* Register for the **DISTRICT CONFERENCE** June 7 and 8, 2024 in Bancroft, Iowa.
* Recruit an attendee from your club to attend the Grant Management Seminar to ensure eligibility for a District Grant
* Schedule Assistant District Governor visit as your program in July or August.
* Schedule your District Governor’s Club visit - Consider a service project, evening meeting, group meeting, town hall or fundraiser.
* Have a second meeting with your Board-elect for goal planning.
* Invited your Assistant Governor to your Board-elect meeting.
* [Distribute CLUB SURVEY -Tool Box](https://drive.google.com/drive/folders/11NkornbDrDHrNXet4CVn4jRJq3pZRM-A)
* [Complete VIBRANT CLUB WORKSHEET - Tool Box](https://drive.google.com/drive/folders/11NkornbDrDHrNXet4CVn4jRJq3pZRM-A)
* ***Support Rotary Monthly theme – “Maternal/Child Health”***

**MAY, 2024**

* Hold Club Assembly to discuss plans, goals, and upcoming RI theme.
* Makeup at another club in your area.
* Register for the District Conference on June 7 and 8, 2024 in Bancroft, Iowa
* Consider applying for a District Grant - Due June 15
* [Conduct the VISIONING EXERCISE -Tool Box](https://drive.google.com/drive/folders/11NkornbDrDHrNXet4CVn4jRJq3pZRM-A)
* ***Support Rotary Monthly Theme – “Youth Service”***

**JUNE, 2024**

* Attend the International Convention in Singapore.
* Finalize the club budget for the coming year.
* District Grant applications due June 15
* Arrange for a joint meeting of the incoming and outgoing boards.
* Verify date of District Governor’s Official Club Visit. Your governor has asked for the type of visit your club would like to participate in.
* Look for your first District Governor newsletter.
* Prepare and distribute schedule of the club Board of Directors’ meeting.
* Attend District Conference in **Bancroft, IA** on June 7 and 8.
* [Conduct the VISIONING EXERCISE - Tool Box](https://drive.google.com/drive/folders/11NkornbDrDHrNXet4CVn4jRJq3pZRM-A)
* ***Support Rotary Monthly Theme – “Rotary Fellowship Month”***

**JULY, 2024**

* Participate in President and Officers installation ceremony at club meeting.
* Make sure the District dues payment is made.
* Plan and conduct monthly Board meeting, send out a reminder to members a week in advance.
* Invite your Assistant Governor to the Board meeting.
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**

**AUGUST, 2024**

* Plan and conduct monthly Board meetings. Agenda should include a review of goals, especially new member recruitment. Send out agenda in advance of meeting as a reminder.
* Invite your Assistant Governor to a Board meeting during the quarter.
* [Begin sharing Strategic Planning information with your club members.](https://drive.google.com/drive/folders/11NkornbDrDHrNXet4CVn4jRJq3pZRM-A)
* [Plan Strategic Planning training for your club.( Ask Past President to help coordinate)](https://drive.google.com/drive/folders/11NkornbDrDHrNXet4CVn4jRJq3pZRM-A)
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**
* ***Support Rotary Monthly Theme “Membership and New Club Development”***

**SEPTEMBER, 2024**

* Work with the Club Secretary to update August monthly membership and ensure the pro-rata District dues payment is made.
* Plan and conduct monthly Board meeting. Agenda should include a review of goals especially new member recruitment. Send out agenda in advance of meeting as a reminder.
* Recruit outbound youth exchange applicants for upcoming year.
* Invite your RYLA camp participants and Interact members to do presentations at your Club.
* Begin plans to organize a new Interact at another middle/high school or Rotaract at a college or Community based club.
* Begin recruiting for RYLA 2024.
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**
* ***Support Rotary Monthly Theme “Basic Education and Literacy”***

**OCTOBER, 2024**

* Plan and conduct monthly Board meeting. Agenda should include a review of goals especially new member recruitment. Send out agenda in advance of meeting as a reminder.
* Promote attendance at the Rotary International Convention June 21-25, 2025 in Calgary, Canada.
* Continue making contact and providing support to Interact/Rotaract Club(s).
* Ask members to give their vocational classification as a roll call at one meeting during this month.
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**
* ***Support Rotary Monthly Theme “Economic and Community Development month”***

**NOVEMBER, 2024**

* Plan and conduct monthly Board meeting. Agenda should include a review of goals especially new member recruitment. Send out agenda in advance of meeting as a reminder.
* Invite your Assistant Governor to a Board meeting.
* Hold a Foundation event.
* Prepare a slate of candidates for Club officer elections in December.
* Promote attendance at the International Convention May 25-29, 2024 in Singapore.
* Deadline to submit IRS form 990 (and possibly 990-T) to IRS by November 15.
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**
* ***Support Rotary Monthly Theme “Rotary Foundation Month”***

**DECEMBER, 2024**

* Plan and conduct monthly Board meeting. Agenda should include a review of goals especially new member recruitment. Send out agenda in advance of meeting as a reminder.
* Recruit Global and Peace Fellowship Scholarship applicants.
* Hold annual election of officers for the 2023-2024 Rotary year
* Promote attendance at the Rotary International Convention June 21-25, 2025 in Calgary, Canada.
* **How are we doing? Check on progress to meeting the requirements for the Rotary Citation.**
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**
* ***Support Rotary Monthly Theme – “Disease Prevention and Treatment”***

**JANUARY, 2025**

* Submit your incoming Club officers (Pres, Sec, Treas, Foundation, Membership) names and contact information to Rotary International at [www.rotary.org](http://www.rotary.org) through member access.
* Plan and conduct monthly Board meetings. Agenda should include a review of goals, especially new member recruitment. Send out an agenda in advance of the meeting as a reminder..
* Plan and conduct semi-annual **Club Assembly** to review progress toward goals.
* Review goals and progress for the Rotary Citation.
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**
* ***Support the Rotary Monthly Theme “Vocational Service”***

**FEBRUARY, 2025**

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* Begin finalizing the Presidential Citation Goals on Rotary Club Central
* Plan and conduct monthly Board meetings. Agenda should include a review of goals, especially new member recruitment. Send out an agenda in advance of the meeting as a reminder.
* Support your President-Elect in preparation for North Central PETS
* Celebrate World Understanding and Peace Day.
* Step up recruiting student applications for RYLA in July.
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**
* ***Support Rotary Monthly Theme “Peace and Conflict Prevention/Resolution”***

**MARCH, 2025**

* Plan and conduct monthly Board meetings. Agenda should include a review of goals, especially new member recruitment. Send out agenda in advance of meeting as a reminder
* Make sure President Elect Attends NCPETS
* Deadline for registration to **RI International Convention**
* Mentor President Elect in preparation for North Central PETS.
* Promote attendance and registration for the District Conference in Bancroft Iowa in June.
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**
* ***Support Rotary Monthly Theme “Water and Sanitation”***

**APRIL, 2025**

* Plan and conduct monthly Board meetings. Agenda should include a review of goals, especially new member recruitment. Send out an agenda in advance of the meeting as a reminder.
* Promote the District Conference in Bancroft Iowa in June.
* Recruit Peace Fellowship applicants.
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**
* ***Support Rotary Monthly theme “Maternal and Child Health”***

**MAY, 2025**

* Deadline for **Rotary Foundation Annual Giving and Polio Plus** payments to The Rotary Foundation is 31 May.
* Plan and conduct monthly Board meetings. Agenda should include a review of goals, especially new member recruitment. Send out agenda in advance of meeting as a reminder.
* Invite your Assistant Governor to a Board meeting in this quarter.
* Consider applying for a District Grant - due June 15
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**
* ***Support Rotary Monthly theme “Youth Service”***

**JUNE, 2025**

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* Coordinate with President Elect for joint session of Boards.
* Promote the District Conference in Bancroft Iowa in June.
* Check the pro-rata schedule and pay pro-rata dues as necessary.
* Apply for a District grant - applications due June 15
* Attend the Rotary International Convention on June 21-25, 2025 in Calgary, Canada.
* Present Club and final report on status of **Goals** year end.
* Mentor President Elect to ensure smooth transition.
* Plan and hold a year end celebration of ***Create Hope in the World.***
* Encourage your President Elect to attend the installation of the new District Governor.
* **Print copies of the District Governor’s newsletter for members who don’t have access to technology.**
* ***Support Rotary Monthly Theme “Rotary Fellowships”***

***The Most Important Item During your Presidency***

* **Celebrate your own accomplishments and consider a District position!**