

ROTARY CLUB OF CLOVIS ANNUAL TIMELINE OF ACTIVITIES

<p>JULY – Start of New Rotary Year/New Leadership Month</p> <ul style="list-style-type: none"> - Contact Elementary Schools for number of 3rd graders for dictionary order - Treasurer submits dues invoices to membership - Treasurer sends member dues to District & RI - Review Policies & Procedures for any necessary changes - District Grant agreements sent to District by July 31 - Recertify Interact Clubs on RI website 	<p>AUGUST – Membership and New Club Development Month</p> <ul style="list-style-type: none"> - Membership Chair coordinates recruitment and retention education and events - School and Interact Chairs contact school administrators regarding school and club involvement - Attend School Membership Drive to promote Interact - Dictionary Captains receive assignments and instructions for distribution
<p>SEPTEMBER – Basic Education and Literacy Month</p> <ul style="list-style-type: none"> - Dictionary Captains contact schools to schedule distribution in Sept/Oct/Nov - Distribute \$500 checks to Interact Chairs to present at their first Interact meeting - Distribute check to Clovis Boy Scout Troop? - Assign and create member schedule for Crab Feed, begin committee meetings 	<p>OCTOBER – Economic and Community Development Month</p> <ul style="list-style-type: none"> - Coordinate and recruit Club and Interact members for the Two Cities Marathon and order T-shirts - Contact District if interested in sponsoring an incoming or outgoing Exchange Student for following year - Send out Save the Date email and mailer for Crab Feed - District Governor Visit ?
<p>NOVEMBER – Rotary Foundation/Polio Plus Month</p> <ul style="list-style-type: none"> - Foundation Chair coordinates Foundation education, donation drive, and acknowledges PHF's - Club nominations for next Rotary year's Board of Directors and President Nominee - Club member Crab Feed table reservations - Activate Crab Feed ticket sales on Club website and Event Bright ticket reservation system. Begin sales of Opportunity Tickets for the event - Two Cities Marathon Event (1st Sunday) - Board review of delinquent financial records of membership - Board review and recommendation of 3 (no less than 2) President Nominee candidates - Christmas stocking decorating and donation collection - Bell Ringing for Salvation Army (Nov/Dec) - Identify and make donation to selected Military family/ies - District Foundation/EndPolioNow Dinner? 	<p>DECEMBER – Disease Prevention and Treatment Month</p> <ul style="list-style-type: none"> - Club election of next years' Board of Directors and President Nominee - Update Website, RI and DaCdb to reflect new Rotary year, Officers and Board - First week distribute food collection bins to schools for Christmas Baskets - Third weekend retrieve food collection bins on Friday, separate donations on Saturday and assemble and distribute Christmas Baskets on Sunday - Christmas stocking distribution and caroling - Christmas Social - Solicit and collect donation items for Crab Feed silent and dessert auctions - Notify Interact Clubs of volunteer need for Crab Feed

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<p>JANUARY – Vocational Service Month</p> <ul style="list-style-type: none"> - Treasurer submits dues invoices to membership - Treasurer sends member dues to District & RI - Contact Sierra Vista Elementary to begin plans for Spelling Bee 	<p>FEBRUARY- Peace and Conflict Prevention/Resolution Month</p> <ul style="list-style-type: none"> - Notify schools and send applications for Camp Royal. Student’s complete applications by the end of the month. - District Pre-Pets - Crab Feed Fundraiser – Last Saturday in February - Reserve venue and auction company for next year’s Crab Feed Fundraiser - Celebrate Clovis Rotary Charter Date – February 10, 1961 - Schedule date and obtain number of participants, staff and Rotarians involved in Spelling Bee. Order T-shirts, Thesaurus’s and metals
<p>MARCH – Water and Sanitation Month</p> <ul style="list-style-type: none"> - Camp Royal Interviews (Mar/Apr) - Pres – Elect attends PETS and begins planning their Pres year, i.e. Teams/ Committees, budget, projects, goals etc. - Attend District/Global Grant Training program (Mar/Apr) and complete necessary agreements with Officers - Contact HS’s about Clovis Rotary Scholarship’s - Joe Augustino Annual Spelling Bee (Mar/Apr) and schedule winners to attend Club meeting 	<p>APRIL – Maternal and Child Health Month</p> <ul style="list-style-type: none"> - Camp Royal selections sent to District - Scholarship interviews at HS’s, attend Scholarship Nights and present checks - Students of Promise Awards Dinner
<p>MAY – Youth Service Month</p> <ul style="list-style-type: none"> - Contact CCC about Rotary scholarship’s - Board review of delinquent financial records of membership - President-Elect and Finance Committee develop budget and standing contributions - President – Elect enters goals into RI website - District Conference 	<p>JUNE – Rotary Fellowship Month</p> <ul style="list-style-type: none"> - Camp Royal week - Kick-Out Party - Combined meeting of current and incoming Boards - New Board member orientation - President - Elect presents budget to incoming Board for approval by July 1 - Vote on next year’s Honorary & Friends of Rotary - Submit District Grant Application on July 1 - Scholarship interviews at CCC, attend scholarship night and present checks
<p>RE-OCCURRING ACTIVITIES</p> <ul style="list-style-type: none"> - 1st Tuesday Salvation Army Food Distribution - 1st Friday birthday/anniversary cake - 2nd Monday Board Meeting? - 3rd Friday mix up seating - 4th Tuesday Clovis Rotary Breakfast - Every week Corresponding Secretary distributes News and Notes - Every Friday (other than DARK) club meeting 	<ul style="list-style-type: none"> - By the 15th of the month the Recording Secretary logs attendance in internal records for prior month - One month per year a Team provides Club Service - One month per year a Team provides Club Social - Once per month (Sept – May) Interact Chairs attend meetings and arrange for student visitors - Every Friday Speakers Committee arranges for program