2018-19 DISTRICT AWARDS PROGRAM
OFFICIAL JUDGING SHEET

CLUB SIZE  SMALL CLUBS

CATEGORY  CLUB SERVICE

1ST PLACE __________________________________

2ND PLACE __________________________________

3RD PLACE __________________________________

4TH PLACE __________________________________

5TH PLACE __________________________________

JUDGE NAME  ______________________________

SIGNATURE  ______________________________
DISTRICT 5960 AWARDS CHECKLIST FOR ROTARY YEAR 2018-2019

ITEMS DUE BY MARCH 15, 2019

AWARD CATEGORY: CLUB SERVICE / ADMINISTRATION

Rotary Club of: Chain of Lakes Rotary

Club Division: ☐ Large Club    ☑ Medium Club    ☐ Small Club

Check for each item completed:
☒ Began creating, created or updated a Strategic Plan or Visioning Plan for the Club (Describe in narrative)
☒ Conducted at least 3 Club Assemblies this year (Dates)
☒ Have a structured team or other method for coordinating meeting speakers
☒ Had at least 4 fellowship activities during the year (Dates)
☒ Host Membership Recruitment Social Event (Dates)
☒ Had a Club fundraising event (Name, Date)
☒ Utilize a Club membership directory (either printed or electronic)
☒ Performed a New Member Orientation session(s) (Date(s))
☒ All new members were assigned/recruited to work in a specific team
☒ New member information added to the RI database within 1 month of each new member orientation
☒ Implemented or updated club membership development and retention program (Describe what you did in narrative)
☒ Have representation at the International Convention by at least 1 Club member registered by 3/15/19 (# registered)
☒ Sponsored the charter of a new Rotary club this year (Date, name)
☒ One of more members participated in a One Rotary Summit and shared information and ideas with the Club or Board
☒ Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event (but excluding a membership meeting (Other club name/event)
☒ Recruit a Rotary Foundation alumnus as a new member (Name(s))
☒ Club has member(s) active in roles at the District level or beyond
☒ Other (Please describe in narrative)

Provide a narrative description of your Club Service activities. Using the attached form, limit your response to one page, and use Times New Roman 12pt font size. You are allowed to use up to six pictures (all on one page) to accompany your narrative to support your application.

A narrative follows: ☑ Yes    ☐ No
3.14.2019

Club Service / Administration

The Chain of Lakes Rotary Club is a small club with 22 Members. We inducted one
new member in January 2019, one member moved and the other member transferred to a new
club close to his new employer. New members are given a Welcome Kit, a custom
embroidered club shirt, cut embroidered tie or scarf and administrative documents such as the
membership directory, Rotary Q&A form and a welcome letter. The club secretary records the
new member information into MyRotary and the club administrative files. All members are
given access to the club's Google Drive which also has the club directory. Each member
receives a card on his/her birthday.

Our New Member Orientation Presentation educates current and new members about
our club, our district and Rotary International. This year’s new member orientation is set for
April 10th. Members are given an overview of the opportunities and resources available to
them and they are encouraged to join an initiative or a committee. Members are asked to
attend at least 65% of meetings, join a committee or initiative and provide a speaker. Every
new member is assigned a mentor to help them navigate through the club, district and
international rotary events, initiatives and committees. Also, the club President Elect meets
with each new member one on one to find out what they are passionate about and personally
asks them the join a committee that fits them.

The Chain of Lakes Rotary Club meets at the Lino Lakes YMCA at 7:30 a.m. on the
2nd, 4th and 5th Wednesday of the month. An engaging speaker is assigned to each of these
meetings and range from City Officials to non-profits or scholarship recipients. The Club
Secretary contacts, schedules and maintains speakers. She also emails all members a weekly
Newsletter covering all upcoming meetings, socials, service activities and other events. These
are reflected on our website and Facebook page. Just like last year, we are booked through
May already this year.

Our Club Socials are held on the 1st Wednesday of each month. The location varies
every month as we like to stay in touch with our local restaurants. We meet at 5:01 p.m. and
we always have a fabulous turnout. Members are encouraged to bring a friend or prospect.
The 3rd Wednesday of the month is our service day. STRIVE is our primary service project in
the winter but we also participated in other events like Habitat for Humanity, Present
wrapping for children at Christmas, tree planting, business tours and so on. Our STRIVE
mentors meet monthly at the High School where the students are engaged by outstanding
speakers in leadership from local government and businesses. The students are placed in small
groups where they have an opportunity to receive individualized life coaching from a Rotarian
Mentor.
Club Service, Small Club: Chain of Lakes - Supporting Doc (p3)

Chain of Lakes Rotary Club

Newsletter

February 27, 2019

Speaker:

Patrick Antonen
Circle Pines City Administrator

Club Officers: 2018-2019

President: Justin Larson, justin.larson@movement.com
President Elect: Kevin Fitzpatrick, kevin@fitzts.com
Secretary: Barb Rexelsen, brexelsen@fmbank.biz
Treasurer: Mary Healy, mary.healy@co.anoka.mn.us
Chain of Giving: Brian Dietz, bdietz@isd12.org

Tom Breuning, tbreuning@isd12.org

Social Media: Justin Larson, justinlarson@eaglehm.com
Membership: Joe Woodington, joseph.woodington@gmail.com
Youth Exchange: Kevin Fitzpatrick, kevin@fitzts.com

STRIVE: Kelly Jo McDonnell, kellymcdonnell88@gmail.com
Maggie Snow, maggie.snow@co.anoka.mn.us
Brian Bourassa, bbourassa@wsbeng.com

CMS Service Day: Tom Breuning, tbreuning@isd12.org
Rotary Run: Kevin Fitzpatrick, kevin@fitzts.com

Monthly Schedule
1st Wednesday - Social
2nd, 4th, 5th Wednesday - Meeting
3rd Wednesday - Service
7:30 a.m. at Lino Lakes YMCA

Calendar:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 27</td>
<td>Meeting</td>
<td>Patrick Antonen - City of Circle Pines</td>
</tr>
<tr>
<td>March 6</td>
<td>Social</td>
<td>Cowboy's</td>
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<tr>
<td>March 13</td>
<td>Meeting</td>
<td>USPCA Canine Trials</td>
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<tr>
<td>March 20</td>
<td>Service</td>
<td>STRIVE</td>
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<tr>
<td>March 27</td>
<td>Meeting</td>
<td>Cate Ongaro ~ Cate's Hope</td>
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<tr>
<td>April 3</td>
<td>Social</td>
<td>Carbone's - Lexington</td>
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<tr>
<td>April 10</td>
<td>Meeting</td>
<td>CAEF ??</td>
</tr>
<tr>
<td>April 13</td>
<td>Event</td>
<td>Chain of Giving</td>
</tr>
</tbody>
</table>

Col Rotary Initiatives:

STRIVE
Mentors to CHS Seniors (Students Taking Renewed Interest in the Value of Education). COL Rotary members are STRIVE mentors to CHS Students during the school year.

Chain of Giving Fundraiser
April 13, 2019. 6:30 pm - Infinite Campus
Proceeds will support the Centennial School ANGEL Fund

CMS Service Day
April 26, 2019. 10:00 a.m. - 12:00 noon
We will assist CMS students with volunteer activities within the community

Officer Silvera Rotary Run
August 17, 2019. 8:00 am 5K, 9:00 2K
We honor the memory of Officer Silvera with our annual 5K, Y Splash & Dash, Family 2K walk/run. Proceeds benefit the CHS STRIVE Scholarships & Minnesota Police Explorers

Youth Exchange
In August 2018, we welcomed our first International Exchange Student, Hozuki Sato from Sendzi Japan. She will spend 11 months between 4 host families within the ISD12 School District and attend CHS for the 2018-2019 school year

www.chainoflakesrotary.com
www.facebook.com/chainoflakesrotary
DISTRICT 5960 AWARDS CHECKLIST FOR ROTARY YEAR 2018-2019

ITEMS DUE BY MARCH 15, 2019

AWARD CATEGORY: CLUB SERVICE / ADMINISTRATION

Rotary Club of: Lake Elmo

Club Division: ___Large Club ___Medium Club ___Small Club

Check for each item completed:

1. Began creating, created or updated a Strategic Plan or Visioning Plan for the Club (Describe in narrative)
2. Conducted at least 3 Club Assemblies this year (Dates)
3. Have a structured team or other method for coordinating meeting speakers
4. Had at least 4 fellowship activities during the year (Dates)
5. Host Membership Recruitment Social Event (Dates)
6. Had a Club fundraising event (Name, Date)
7. Utilize a Club membership directory (either printed or electronic)
8. Performed a New Member Orientation session(s) (Date(s))
   - All new members were assigned/recruited to work in a specific team
9. New member information added to the RI database within 1 month of each new member orientation
   - Implemented or updated club membership development and retention program (Describe what you did in narrative)
10. Have representation at the International Convention by at least 1 Club member registered by 3/15/19 (# registered)
11. Sponsored the charter of a new Rotary club this year (Date, name)
12. One of more members participated in a One Rotary Summit and shared information and ideas with the Club or Board
   - Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event (but excluding a membership meeting (Other club name/event)
   - Recruit a Rotary Foundation alumnus as a new member (Name(s))
   - Club has member(s) active in roles at the District level or beyond
   - Other (Please describe in narrative)

Provide a narrative description of your Club Service activities. Using the attached form, limit your response to one page, and use Times New Roman 12pt font size. You are allowed to use up to six pictures (all on one page) to accompany your narrative to support your application.

A narrative follows: ___Yes ___No
Lake Elmo Rotary Club 2018-2019 – Club Service / Administration – Small Club

1) Our board is working on a Strategic Plan for our Club. Part of the Plan is to grow membership, determine what community projects we want to rally around and put our Name/Logo to. We plan to complete this by the end of this fiscal year.

2) Our club conducts a Club Assembly at our weekly meeting the day after our monthly board meetings. 8/1/18, 8/29/18, 9/19/18, 9/26/18, 10/31/18, 11/21/18, 2/20/19 & 3/13/19

3) All members of our Club are encouraged to line up speakers. We have speakers every week except the Club Assemblies that we purposely reserve.

4) Many of our members attended the Tap Room Tour (in place of our weekly meeting) at Lift Bridge Brewing in Stillwater put on by Area 11 on 10/4/18. Tri-Club Breakfast Meeting with District Governor Mike Becker 10/16/18. Holiday gathering at a member’s home with spouses and guests on 12/9/18. Hosted the Stillwater High School Choir, the Vagabonds, and invited guests and family members to breakfast on 12/12/18. Included spouses and guest as we went to the production of Agatha Christie’s Witness for The Prosecution at the Historic Washington County Courthouse and out for dinner prior on 3/16/19.

5) 12/12/18 and 3/16/19 (from number 4 above), were used as recruiting opportunities. We received a new member from our efforts and had FUN. We also participated in National Night Out on 8/7/18 in downtown Lake Elmo and a new member joined from that effort as well.

6) We netted over $30,000 from our annual Gold Plate Dinner on 9/21/18. All members participated in the event.

7) We use Excel for our Club Membership Directory. Our Secretary sends out an update to the Club when changes occur.

8) 10/24/18 and 1/2/19

9) yes

10) President Pam Baker and Past President Tedi Carlson are signed up for the International Convention.

11) Pam Baker, Tedi Carlson and Rita Shepard attended the Why Rotary One Rotary Summit on 9/13/18.

12) Five Club Cook-off Competition will be held on 4/18/19 with “Spam” as the ingredient that needs to be used in the submitted meals for sampling and voting. Winner takes home the plaque for the year and gets to choose the next year’s meal. Woodbury, Stillwater Noon, Stillwater Sunrise, Oakdale-Maplewood-North St. Paul and Lake Elmo clubs participating. On 5/3/18 the theme was “Hotdish” and our club won. Our Club helped organize and participated in the Tap Room Tour in Stillwater on 10/4/18. Participated in St. Croix Vineyard volunteering to raise money for Community Thread on 9/29/18 with Stillwater Sunrise, Stillwater Noon and Lake Elmo.
ITEMS DUE BY MARCH 15, 2019

AWARD CATEGORY: CLUB SERVICE / ADMINISTRATION

Rotary Club of: Princeton

Club Division: _Large Club _Medium Club X Small Club

Check for each item completed:
- Began creating, created or updated a Strategic Plan or Visioning Plan for the Club (Describe in narrative)
- Conducted at least 3 Club Assemblies this year (Dates) First week every month, 9/5/18, 10/3/18, 11/7/18
- Have a structured team or other method for coordinating meeting speakers Phil Lingle
- Had at least 4 fellowship activities during the year (Dates) Wall 7/4-6/18, Golfing 7/18/18, EXPO 4/6/19 Clean-up 5/15/19
- Host Membership Recruitment Social Event (Dates) Brew Fest 3/8/19
- Had a Club fundraising event (Name, Date) Roses for Deer Hunting Widows 11/2/18
- Utilize a Club membership directory (either printed or electronic) Yes Printed
- Performed a New Member Orientation session(s) (Date(s)) 5/1/2019, 6/5/2019
- All new members were assigned/recruited to work in a specific team
- New member information added to the RI database within 1 month of each new member orientation
- Implemented or updated club membership development and retention program (Describe what you did in narrative)
- Have representation at the International Convention by at least 1 Club member registered by 3/15/19 (# registered)
- Sponsored the charter of a new Rotary club this year (Date, name)
- One of more members participated in a One Rotary Summit and shared information and ideas with the Club or Board
- Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event (but excluding a membership meeting (Other club name/event)
- Recruit a Rotary Foundation alumnus as a new member (Name(s))
- Club has member(s) active in roles at the District level or beyond This was Jeff Hage before he transfered
- Other (Please describe in narrative)

Provide a narrative description of your Club Service activities. Using the attached form, limit your response to one page, and use Times New Roman 12pt font size. You are allowed to use up to six pictures (all on one page) to accompany your narrative to support your application.

A narrative follows: X Yes _No
This year began with our club assessing the impact and visibility we have within our community. One of the guest speakers at a meeting was the City Administrator. He shared the City’s plan to take a survey and assessment of the assets / needs of the community. It was mentioned that the parks would be a big focus of future improvements.

Members discussed how identifying visible projects within the community could help us share our mission and goals. These projects could provide more events and opportunities for us to invite people to learn more about Rotary and expand the reach of our Rotarians beyond our weekly meetings.

Club size and participation was a concern with members finding it difficult to attend due to scheduling conflicts and changing job needs. Rather than holding to our long established meeting day and time, we worked with our members to identify other options. We tried having our meeting in the morning, with excellent attendance. For one of our meeting dates, we opted to encourage members to attend a social networking event and if not able to attend it, suggested they take someone to lunch and share the Rotary message with them.

We also recognized that it is difficult for guests to get a true understanding of Rotary and our Rotarians in a single visit or that a guest would be able to attend every weekly meeting for a month. Therefore, we decided to extend and invitation for guests to attend during a three month period of time and our club would provide one (1) meal each month for free.

The Membership determined the following Strategic Plan:

Visibility & Engagement
- Identify a project and work toward its completion within 1-2 year timeline.
- Identify Events and Activities that utilize Projects and invite community.

Club Membership Development for Recruitment & Retention
- Designated April, May and June as Membership Recruitment months with one (1) meal each month being paid for by the Club for potential Rotarians.
- Beginning April 2019 our meeting date and time will be changed to Friday Mornings 7:30-8:30am at K Bob Café.

The Club’s Brew Fest offers an opportunity for members to socialize, recruit and raise funds for our local student scholarship program. This year we raised approximately $800; recognize one of the guests as a scholarship recipient who had graduated and is working at Medtronics. We also had 3 individuals want to learn more about Rotary.

The Princeton Rotary Club has taking this year to Be The Inspiration and recognize the value of our fellow Rotarians. We have laid out a plan that will allow us to grow our involvement within our community beyond providing scholarships for local youth. The projects we are identifying open opportunities for us to create new partnerships and friendships. We are looking forward to sharing what it means to be a Rotarian and inspire others.
2019 Brew Fest Rotarians are congratulating Anthony, a past recipient of one of the Club’s Scholarships for graduating from U of M.

Our Club tried a morning meeting to see if we could make a change to accommodate old and new Rotarians.

Deer Window’s Rose Sale Fundraiser is a big success!

Our Rotarians appreciate the need to help clean-up along the road-sides.
#13

**Collector:** Web Link 1 (Web Link)
**Started:** Thursday, March 14, 2019 8:35:47 PM
**Last Modified:** Thursday, March 14, 2019 9:15:48 PM
**Time Spent:** 00:40:00
**IP Address:**

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**Page 1: AWARD CATEGORY: CLUB SERVICE/ADMINISTRATION**

**Q1 Rotary Club of:**
Rosemount

**Q2 Club President(s):**
Paul Eggen

**Q3 Name of member completing checklist:**
Paul Eggen

**Q4 Phone:**

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**Q6 Division determined by club membership as of July 1, 2018 RI Invoice, excluding honorary members.**
Small Club (under 25 members)

**Q7 We are submitting for the following Award Category:**
Club Service/Administration Award

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**Page 3: AWARD CATEGORY: CLUB SERVICE/ADMINISTRATION**
Q8 Complete for each item completed

Have a structured team or other method for coordinating meeting speakers
Yes, we have teams of 2 that are responsible for 2 months.

Had at least 4 fellowship activities during the year (Dates)
1. Rotary Day @ Races August (see photos). 2. July Leprechaun Days Social after the Park Clean Up. (see photo) 3. Dec Holiday Party where we wrapped gifts for Armful of Love. (see photo) 4. Feb Social at Hastings Tap Room.

Had a Club fundraising event (Name, Date)
Our annual fundraiser is our Soiree - Casino Night. The date is April 27 and the event will be at the Black Diamond Event Center at Buck Hill in Burnsville.

Utilize a Club membership directory (either printed or electronic)
Clubrunner

All new members were assigned/recruited to work in a specific team
When new members join, they are connected with a mentor that guides them to a specific committee or area that interests them.

New member information added to RI database within 1 month of each new member orientation
Yes

One or more members participated in a One Rotary Summit and shared information and ideas with the Club or Board
We had 4 members attend the One Rotary Summit in Northfield....at our next club meeting, those members shared the experience with the rest of the club.

Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event (but excluding a membership meeting (Other club name/event)
We participated at Rotary Day at the Races @ Canterbury.....this was a multi-District event put on by the Shakopee Club.....our club purchased 40 tickets and brought guests, neighbors.

Club has member(s) active in roles at the District level or beyond
Matt Schaap is our Assistant Governor and a member of our club.

Q9 Began creating, created or updated a Strategic Plan or Visioning Plan for the Club (Describe in narrative)

We are working a conducting a Visioning Plan (it has been years since our last) and will be conducted by Matt Schaap (Assistant Gov) at his Law Firm’s office.

Q10 Implemented or updated club membership development and retention program (Describe what you did in narrative)

Respondent skipped this question

Q11 Other (Please describe in narrative)

Governor Mike Becker installed our newest 4 members during his visit to our club....see photo.
We had 5 members attend the 2019-20 R.I. President address hosted by the St Paul Rotary Club....see photo.
DISTRICT 5960 AWARDS CHECKLIST FOR ROTARY YEAR 2018-2019

ITEMS DUE BY MARCH 15, 2019

AWARD CATEGORY: CLUB SERVICE / ADMINISTRATION

Rotary Club of: Saint Paul Sunrise

Club Division: ___Large Club   ___Medium Club   ___Small Club

Check for each item completed:

☐ Began creating, created or updated a Strategic Plan or Visioning Plan for the Club (Describe in narrative)
☐ Conducted at least 3 Club Assemblies this year (Dates)
☐ Have a structured team or other method for coordinating meeting speakers
☐ Had at least 4 fellowship activities during the year (Dates)
☐ Hosted Membership Recruitment Social (Dates)
☐ Had a Club fundraising event (Name, Date)
☐ Utilized a Club membership directory (either printed or electronic) maintained or Club Roster
☐ Performed a New Member Orientation session(s) (Date(s)) ~ Scheduled for April
☐ All new members were assigned/recruited to work in a specific team
☐ New member information added to the RI database within 1 month of each new member orientation
☐ Implemented or updated club membership development and retention program (Describe what you did in narrative)
☐ Have representation at the International Convention by at least 1 Club member registered by 3/15/19 (# registered)
☐ Sponsored the charter of a new Rotary club this year (Date, name)
☐ One of more members participated in a One Rotary Summit and shared information and ideas with the Club or Board
☐ Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event (but excluding a membership meeting (Other club name/event)
☐ Recruit a Rotary Foundation alumnus as a new member (Name(s))
☐ Club has member(s) active in roles at the District level or beyond
☐ Other (Please describe in narrative)

Provide a narrative description of your Club Service activities. Using the attached form, limit your response to one page, and use Times New Roman 12pt font size. You are allowed to use up to six pictures (all on one page) to accompany your narrative to support your application.

A narrative follows:   Yes   ___No
Club Service Narrative, St. Paul Sunrise Rotary Club

**Strategic Plan** - Our club completed the Rotary Visioning process in June, 2017. Each year, including the 2018/19 Rotary year, our club has developed a set of annual goals and plan based upon our Vision. This Vision has helped to provide a focus and path to how we grow.

**Club Assemblies**: Our club assemblies are scheduled for the 3rd meeting of the month and provide the opportunity for our Club team leaders to provide updates on their team’s activities and solicit help from the rest of the club, when needed. We have had at least 6 Club Assemblies this year.

**Speakers**: We have one person who oversees the speaker calendar and makes it easy for anyone to suggest or schedule a speaker. The calendar is kept up to date on Club Runner.

**Fellowship activities**: Some have been organized within our club such as a visit to the History Center with families, family friendly concerts hosted by a club member, a family friendly pizza and movie night, etc. Others have been through District events such as the Rotary Night at Canterbury (Aug 10th), sponsoring a tap room tour event at Lift Bridge Brewery. Our community partner annual Celebration Highland event in conjunction with the Highland Business Association and the annual Rotaract fundraiser (March 27th this year).

**Fundraising**: Our annual Holiday Plant sale, coffee sales with Velasquez Family Coffee – a small family company with ties in St. Paul and Nicaragua. Our Celebrate Highland event that includes a silent auction, January 22, 2019. We’ve implemented a card game to have fun and raise additional funds for our Foundation and we are currently working on hosting a tasting event scheduled for next fall as a larger fundraiser.

**New Member Orientation** – We had our first new members (4 in March and one will be official in April) join the club so we are in the process of scheduling a new member orientation, which we do for all new members.

**Multi-Club Events**: We host a community forum every year in April/May that involves several other clubs. We’ve sponsored a District Brewery Tour event. Attended the Downtown St Paul Rotary Clubs event with Rotary International President Mark Maloney. We’re sponsoring and participating in the Rotaract Spelling BeeR fundraiser. We had 40% of our club participate in the One Rotary Summit in the Fall and the Midterm conference in January.

**How we serve our members**: We serve our members through support of their businesses, families and charities. We partner with the Highland Business Association to hold the Celebrate Highland event as 4 of our club members are involved in the Highland Business Association. We participate in coat drives, donate funds for scholarships and volunteer at the Midway YMCA as one of our members is an employee. We had service project around a start of school celebration as one of our members is a St. Paul school administrator.

**How we serve others/community in partnership with others**: Rotary members are active in other community groups such as the Highland Business Association and the Midway Chamber of Commerce. We support our local Rotaract club and participate in other local events such as with our booth at Highland Fest and Selby Jazz Fest. Most of our service projects center around organizations within the community.

**Club Membership Development and Retention Program**: Our Club is actively involved on District teams as well as local professional and other organizations (see above). This allows us not only the ability to be visible and attract new members, but partner with the District and other organizations to broaden our club members experience in Rotary and the community. We recently redesigned our club logo to provide a fresh, more modern look to our marketing materials, etc.
Selby Jazz Fest booth with Rotaract.

Open Hands Midway hole sponsor

Back to school celebration event

Open Hands Midway food shelf

YMCA Christmas Tree Fundraiser.