2017-18 DISTRICT AWARDS PROGRAM
OFFICIAL JUDGING SHEET

CLUB SIZE

MEDIUM CLUB

CATEGORY

CLUB SERVICE

1ST PLACE

2ND PLACE

3RD PLACE

4TH PLACE

5TH PLACE

JUDGE NAME

SIGNATURE
DISTRICT 5960 AWARDS CHECKLIST FOR ROTARY YEAR 2017-2018

ITEMS DUE BY APRIL 1, 2018

Rotary Club of: Greater Rochester

Club Division: _Large Club _Medium Club _Small Club

Award Category: Club Service / Administration

Check for each item completed:

☐ Sponsored the charter of a new Rotary club this year (Date, name)
☐ Created or updated a Strategic Plan for the Club (Date) 11-28-2017
☐ Conducted at least 3 Club Assemblies this year (Dates)
☐ Have a structured committee or other method for coordinating meeting speakers
☐ Had at least 4 fellowship activities during the year (Dates) 10-25-17, 11-19-17, 2-21-18, 3-28-18
☐ Had a Club fundraising event (Name, Date) Believe in Me Bike Ride 6-17-17, 6-23-18
☐ Participated in a multi-club membership meeting with a member of the District Membership Team (Club name)
☐ Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event (but excluding a membership meeting (Other club name/event) 3 Rochester Clubs - World Polio Day Event 10-14-17
☐ Utilize a Club membership directory (either printed or electronic)
☐ Performed a New Member Orientation session(s) (Date(s)) 10-17-17, 1-24-18, 2-5-18
☐ All new members were assigned/recruited to work in a specific committee
☐ New member information added to the RI database within 1 month of each new member orientation
☐ Recruit a Rotary Foundation alumnus as a new member (Name(s))
☐ Implemented or updated club membership development and retention program (Describe what you did in narrative)
☐ Recognized a club member with the Avenues of Service Citation (www.rotary.org/myrotary/en/document/avenues-service-citation)
☐ Participated in the New Member Sponsor Recognition Program (www.rotary.org/myrotary.en.new-member-sponsor-recognition-program-brochure)
☐ At least 10% of club members registered for the District Conference by 4/1/18 (# registered)
☐ Have representation at the International Convention by at least 1 Club member registered by 4/1/18 (# registered)
☐ 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 to accompany your narrative to support your application.

A narrative follows: _Yes _No

Submission Deadline: April 1, 2018
Our club achieved significant goals in Club Service and Administration by improving our membership programs and reviewing our strategic goals at our board retreat. In addition, we continued fun and fellowship with our annual fundraiser, and participated in networking and service projects with other Rotary clubs.

In November, we enjoyed 100 percent board attendance for a retreat to review our strategic plan. We also reviewed our current leadership structure to ensure it accurately reflected operations and supported our strategic plan.

Our membership recruitment, orientation, and retention plan also received needed attention. We have improved our outreach to potential members through email and personal contact. Once an application is submitted, we act quickly as a board to review the application, and if approved, submit the name to the membership in a timely fashion. Our formal induction is well-received and our fun and informative orientation means that new members are not only welcomed, but become engaged members of our club. We provide very specific suggestions on how to be a great Rotarian and have updated our “new member checklist”. Each new member is encouraged to participate in club activities in order to earn a “Blue Badge” and is recruited to join specific committees and activities. We started presenting the Blue Badge as a special recognition in which the accomplishments are shared to the applause and smiles of the members. This recognition also appears on GRR Facebook. New member information is added to the RI database within a week of joining our club so the new member receives our weekly newsletter. We also want to retain current members so we started a Birthday Recognition Team. The birthdays are shared in the monthly update on Facebook and the update runs during the lunch/fellowship time of the meetings. We also have people who call and/or send a personal birthday wish and, of course, an announcement appears on Facebook on their birth date. The response has been positive. We noticed that the same people were doing meeting introductions, visitor recognitions, etc. and so we are changing that process by having a member establish a sign up schedule and doing personal asks. Our membership growth is a great indication of all the improvements we’ve made to recruit, orient, and retain our new members.

Our annual Believe in Me Bike Ride is a great fundraiser and wonderful opportunity for club fellowship. The funds raised are used to support our youth programs and one such program is our Dictionary project. Both the fundraiser and the project are fully supported by all club members and participation is high. In addition, we combine with the other two Rochester Rotary clubs for a social hour one Wednesday per month, and we celebrated World Polio Day with a social open house.
Avenues of Service Citation

Blue Badge award ceremony

Annual fundraiser
DISTRICT 5960 AWARDS CHECKLIST FOR ROTARY YEAR 2017-2018

ITEMS DUE BY APRIL 1, 2018

Rotary Club of: Hudson Wisconsin (Noon)

Club Division: ___Large Club  ___Medium Club  ___Small Club

Award Category: Club Service / Administration

Check for each item completed:

☐ Sponsored the charter of a new Rotary club this year (Date, name)
☐ Created or updated a Strategic Plan for the Club (Date)
☐ Conducted at least 3 Club Assemblies this year (Dates)
☐ Have a structured committee or other method for coordinating meeting speakers
☐ Had at least 4 fellowship activities during the year (Dates)
☐ Had a Club fundraising event (Name, Date)
☐ Participated in a multi-club membership meeting with a member of the District Membership Team (Club name)
☐ Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event (but excluding a membership meeting (Other club name/event)
☐ 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 committee
☐ New member information added to the RI database within 1 month of each new member orientation
☐ Recruit a Rotary Foundation alumnus as a new member (Name(s))
☐ Implemented or updated club membership development and retention program (Describe what you did in narrative)
☐ Recognized a club member with the Avenues of Service Citation
☐ Participated in the New Member Sponsor Recognition Program
  (www.rotary.org/myrotary.en.new-member-sponsor-recognition-program-brochure)
☐ At least 10% of club members registered for the District Conference by 4/1/18 (# registered)
☐ Have representation at the International Convention by at least 1 Club member registered by 4/1/18 (# registered)
☐ 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 to accompany your narrative to support your application.

A narrative follows:  ___Yes  ___No

Submission Deadline: April 1, 2018
Hudson Rotary Club

District 5960 Awards Narrative: Club Service / Administrative

Had at least 4 fellowship activities during the year

- Social for Carlos
- Holiday Party and Send-off for Lachlan Evans (exchange student)
- District Brewery Social

Had a Club Fundraising event

- Golf Tournament / August 1, 2017
- Rock the River Concert / February 10, 2017
- St. Croix River Dunk / February 17, 2017

Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event.

- Hudson Rotary Club and Hudson Daybreak Club – Golf Tournament, Rock the River Concert, St. Croix River Dunk, Painting YMCA teen center, District Governor visit, Mallory’s social, Carlos Glavez social, Grace Place dinners

Other:

Hudson Rotary Club believes is giving back to its community through service and grants. In 2018, our club initiated a new fundraising platform which gave us the ability to partner with community organizations.

St. Croix River Dunk was held on February 17, 2018. Hudson Rotary Club hosted 12 teams and nearly 100 dunkers. Collectively, we raised over $25,000 and distributed nearly $17,000 back to the community organizations who participated.

This was a new fundraising model for our region and it was incredibly successful. Through the use of social media and a new event webpage, we were able to extend our reach beyond western Wisconsin.

We also had several city partners who were instrumental: Hudson Police Department, Hudson Dive Team, Hudson Fire and St. Croix EMS. We are proud to report that we had over 30% participation from our club and plan to hold this event again in 2019.
ITEMS DUE BY APRIL 1, 2018
AWARD CATEGORY: CLUB SERVICE / ADMINISTRATION

Rotary Club of: Le Sueur

Club Division: ___Large Club  X Medium Club  ___Small Club

Check for each item completed:
☐ Sponsored the charter of a new Rotary club this year (Date, name)
☐ Created or updated a Strategic Plan for the Club (Date)
☐ Conducted at least 3 Club Assemblies this year (Dates)
☐ Have a structured committee or other method for coordinating meeting speakers
☐ Had at least 4 fellowship activities during the year (Dates) See narrative
☒ Had a Club fundraising event (Name, Date) See narrative
☒ Participated in a multi-club membership meeting with a member of the District Membership Team (Club name)
☐ Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event (but excluding a membership meeting (Other club name/event)
☒ Utilize a Club membership directory (either printed or electronic)
☐ Performed a New Member Orientation session(s) (Date(s)) See narrative
☒ All new members were assigned/recruited to work in a specific committee
☐ New member information added to the RI database within 1 month of each new member orientation
☐ Recruit a Rotary Foundation alumnus as a new member (Name(s))
☐ Implemented or updated club membership development and retention program (Describe what you did in narrative)
☐ Recognized a club member with the Avenues of Service Citation (www.rotary.org/myrotary/en/document/avenues-service-citation)
☐ Participated in the New Member Sponsor Recognition Program (www.rotary.org/myrotary/en.new-member-sponsor-recognition-program-brochure)
☐ At least 10% of club members registered for the District Conference by 4/1/18 (# registered)
☒ Have representation at the International Convention by at least 1 Club member registered by 4/1/18 (# registered)
☒ 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 to accompany your narrative to support your application.

A narrative follows: ☒ Yes  ___ No

Submission Deadline: April 1, 2018
The Rotary Club of Le Sueur had 4 fellowship activities for Rotarians and their guests during the year:

- September 15, 2017 – afternoon at Canterbury Downs
- October 21, 2017 – gathering for an evening of wine tasting and hot sandwiches at Lake Home of Rotarian Donna Tiede on Madison Lake
- January 27, 2018 – Celebrate Service - an evening of dinner and entertainment joining all the service organizations in Le Sueur to celebrate contributions to community. Over 15 local organizations participated.
- June 27, 2018 – Changing of the Guard – gathering of all Rotarians to celebrate outgoing president and install incoming president. Evening consists of dinner and speaker.

Rotary Club of Le Sueur Fund-raising events:

- August 5, 2017 – Giant Days Bingo
- October 2017 – Rose Sale
- November 23, 2017 – Turkey Trot
- April 27 – 28, 2018 – Garage sale

Performed new member orientation on January 19, 2018 for 4 new members: Jasper Kruggel, David Tully, David Braun and Betty Jo Braun.

Rotary Club of Le Sueur celebrated its 70th anniversary on February 6, 2018 with a special meal, guests, and a Club and Rotary History game.

Each Rotarian is responsible for providing a program/guest speaker during the Rotary year. Schedule is maintained by club secretary.

Club members participated in One Rotary Summit.

Each new member of the Rotary Club of Le Sueur is assigned a mentor and assigned to 2 club teams.

Newell Krogmann will be attending the RI Convention in Toronto.

Le Sueur Rotary Club is a 100% giving club.
DISTRICT 5960 AWARDS CHECKLIST FOR ROTARY YEAR 2017-2018
ITEMS DUE BY APRIL 1, 2018

Rotary Club of: New Brighton/Mound View #2155
Club Division: Medium Club
Award Category: Club Service / Administration

Check for each item completed:
☑ Sponsored the charter of a new Rotary club this year (Date, name)
☑ Created or updated a Strategic Plan for the Club (Sept. 2017)
☑ Conducted at least 3 Club Assemblies this year (Oct. 31, 2017; Jan. 30 - Feb. 6, 2018; May 29, 2018)
☑ Have a structured committee or other method for coordinating meeting speakers
☑ Had at least 4 fellowship activities during the year (See narrative)
☑ Had a Club fundraising event (Gold Plate Dinner, April 13, 2018)
☐ Participated in a multi-club membership meeting with a member of the District Membership Team (Club name)
☐ Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event (but excluding a membership meeting (Another club name/event)
☑ 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 committee
☑ New member information added to the RI database within 1 month of each new member orientation
☐ Recruit a Rotary Foundation alumnus as a new member (Name(s))
☑ Implemented or updated club membership development and retention program (Describe what you did in narrative)
☐ Recognized a club member with the Avenues of Service Citation (www.rotary.org/myrotary/enl/document/avenues-service-citation)
☐ Participated in the New Member Sponsor Recognition Program (www.rotary.org/myrotary/en.new-member-sponsor-recognition-program-brochure)
☑ At least 10% of club members registered for the District Conference by 4/1/18 (# registered)
☐ Have representation at the International Convention by at least 1 Club member registered by 4/1/18 (# registered)
☐ Other (Launched Flex Satellite Group September, 2017)

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 to accompany your narrative to support your application.

A narrative follows: Yes

See outline for some information
**Strategic Plan:** The outcomes of two club visioning sessions are posted on the club’s website. The president and the board reviewed these documents to assure the club’s 2017-18 goals and activities are in alignment with the results of those visioning sessions.

**Club Assemblies:** Club assemblies are scheduled for each fifth Tuesday of the fiscal year. Each director and service chair present progress toward achieving goals in their area of responsibility. These meetings present an opportunity to adjust the goals and activities for the year. At times two meeting are required to complete club assembly agenda.

**Club Meeting Management:** Each month a different team of three Rotarian are assign meeting management duties. The duties include setting up the meeting room, staffing the check-in and greeting station, recruiting and introducing speakers, taking down meeting equipment. The teams are responsible for setting up logistics for off site meetings and field trips.

**Flex-Group:** During September 2017, the club launched a “Flex-Group” that started holding breakfast meetings on Thursday mornings. The intent of this group is to attract members that are unable to attend Tuesday noon lunch meetings. The immediate result was three new members. Recently the group has changed its meeting schedule to two morning meetings per month and two “4:01” meetings at different venues. The “4:01s” are social and networking events.

**Corporate and Family Memberships:** These memberships allow corporations and families to choose designees to participate in club activities. Three corporations and one family are taking advantage of these memberships.

**Social Events:** Various social events are held each year. They usually include a picnic and pontoon rides at a member’s home, annual holiday party at a member’s home, sign painting and wine tasting event, 4:01s every other Thursday at different venues.

**Fund Raiser:** Every year the club holds its annual Gold Plate Dinner. Through ticket sales, sponsorships, and fund-a-cause opportunities the club raises most of its operating revenue for the coming year. At each meeting fun games like happy bucks, two truths and lie, and birthday fines add a few dollars to the till.

**New Member Orientation:** Each new member receives a new member packet that contains information about the club and Rotary International. The president sits down with every new member to assess the new member’s expectation of membership and which avenue(s) of service the new member would like to engage. (The dates of these events are variable; they are scheduled when a new member joins the club.) Frequently new members have ideas for projects that are integrated into the club’s activities immediately.

Giving new members leadership responsibility in their projects or current projects is the club’s way of helping the new member become a valuable asset to the club.

New member profiles are entered ClubRunner within a week of their pinning ceremony. Nearly 100% of the club members have their photo linked to their profile. An updated club directory is distributed to every member once a year.

**Club Administration:** ClubRunner is used to host the club’s website. In addition, ClubRunner is used as the club’s primary communication tool, photo library, bulleting publishing and distribution, committee management, billing, and document storage. About 54% of the membership visits the site weekly.
DISTRICT 5960 AWARDS CHECKLIST FOR ROTARY YEAR 2017-2018

ITEMS DUE BY APRIL 1, 2018

AWARD CATEGORY: CLUB SERVICE / ADMINISTRATION

Rotary Club of: New Prague

Club Division: _Large Club □ Medium Club □ Small Club

Check for each item completed:
□ Sponsored the charter of a new Rotary club this year (Date, name)
□ Created or updated a Strategic Plan for the Club (Date)
□ Conducted at least 3 Club Assemblies this year (Dates)
□ Have a structured committee or other method for coordinating meeting speakers
□ Had at least 4 fellowship activities during the year (Dates)
□ Had a Club fundraising event (Name, Date)
□ Participated in a multi-club membership meeting with a member of the District Membership Team (Club name)
□ Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event (but excluding a membership meeting (Other club name/event)
□ 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 committee
□ New member information added to the RI database within 1 month of each new member orientation
□ Recruit a Rotary Foundation alumnus as a new member (Name(s))
□ Implemented or updated club membership development and retention program (Describe what you did in narrative)
□ Recognized a club member with the Avenues of Service Citation (www.rotary.org/myrotary/en/document/avenues-service-citation)
□ Participated in the New Member Sponsor Recognition Program (www.rotary.org/myrotary.en.new-member-sponsor-recognition-program-brochure)
□ At least 10% of club members registered for the District Conference by 4/1/18 (# registered)
□ Have representation at the International Convention by at least 1 Club member registered by 4/1/18 (# registered)
□ 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 to accompany your narrative to support your application.

A narrative follows: □ Yes □ No

Submission Deadline: April 1, 2018
New Prague Rotary Club Service/Administration Award Submission Narrative

1. New Prague general holds club assemblies monthly. Assemblies in 2017-18 were held on these dates: 7/27/17, 8/31/17, 9/28/17, 1/2/17, 12/28/17, 1/25/18, 3/8/18. Assemblies are scheduled for these dates: 3/29/18, 4/26/18 and 6/21/18.

2. On January 18, 2018 our regular meeting was a mid-year survey and planning meeting.

3. There will be no Club assembly on May 31, 2018 as this meeting is designated as a Prospective Member Meeting, where each member is encouraged to bring a potential member to the meeting.

4. A speaker schedule was created and distributed at the beginning of the Rotary year. Each member is assigned a date to invite a speaker. If they are unable to find a speaker, the President assists.

5. Fellowship activities included a picnic lunch after we served lunch to all school staff, a dinner after ditch clean-up in the fall (another one planned for May), and a winter party at the new brewery in New Prague.

6. We had a fundraising event in the fall where we sold roses to community members. Net sales were over $8,700.

7. We are currently organizing a beer tasting fund raiser to take place in August 2018.

8. We participated in the Rochester Club’s Book Day grant.

9. We utilize a club directory which is emailed to all members on a weekly basis.

10. One out of four new members volunteered to be on the foundation giving committee, the beer tasting fundraiser committee, and the Plant a Tree for Every Rotarian project. A second new member volunteered to work on the formation of a 501(c)3 non-profit for donations.

11. New members meet with the membership committee for orientation. Each new member is inducted at a club meeting and a new member package is provided that includes club information and DVD about Rotary.

12. To encourage member development and retention, a new mentorship program is under development and is anticipated to be rolled out in May 2018 in conjunction with the Prospective Member Meeting. Three existing members have agreed to be mentors.
DISTRICT 5960 AWARDS CHECKLIST FOR ROTARY YEAR 2017-2018

ITEMS DUE BY APRIL 1, 2018

AWARD CATEGORY: CLUB SERVICE / ADMINISTRATION

Rotary Club of: Rochester Rotary Risers

Club Division: Large Club Medium Club Small Club

Check for each item completed:

- Sponsored the charter of a new Rotary club this year (Date, name)
- Created or updated a Strategic Plan for the Club (Date) May 8, 2018
- Conducted at least 3 Club Assemblies this year (Dates) July 25, August 29, May 8
- Have a structured committee or other method for coordinating meeting speakers
- Had at least 4 fellowship activities during the year (Dates) Rotary play date March 24, Escape Challenge March 27, Ice Bar
- Had a Club fundraising event (Name, Date) February 9, wine tasting November 7
- Participated in a multi-club membership meeting with a member of the District Membership Team (Club name)
- Participated in a multi-club social event, service project, fundraiser, fellowship, networking or other event (but excluding a membership meeting (Other club name/event) Cradle to Career, Rochester Rotary Club, Greater Rochester Rotary
- 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 committee
- New member information added to the RI database within 1 month of each new member orientation
- Recruit a Rotary Foundation alumnus as a new member (Name(s))
- Implemented or updated club membership development and retention program (Describe what you did in narrative)
- Recognized a club member with the Avenues of Service Citation
- Participated in the New Member Sponsor Recognition Program
  [www.rotary.org/myrotary.en.new-member-sponsor-recognition-program-brochure]
- At least 10% of club members registered for the District Conference by 4/1/18 (# registered) 3 club members
- Have representation at the International Convention by at least 1 Club member registered by 4/1/18 (# registered)
- 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 to accompany your narrative to support your application.

A narrative follows: Yes No

Submission Deadline: April 1, 2018
Club Service/Administration

We have multiple committees that oversee club operations. Our program committee meets quarterly, making a diverse plan for our weekly speakers. Our great programs greatly contribute to a high average attendance, with typically 50-65% of our members at each meeting, if not higher. We have a couple multi-club meeting a year with the other Rotary clubs in Rochester. We have a weekly email newsletter that keeps members up-to-date on club activities, not just the Risers, but also for the other Rotary clubs in Rochester and district events. In addition, members will include information for events for non-Rotary nonprofit events that they are involved with.

Following vision planning in the summer of 2017, a team of board members met and discussed the top ranking ideas. This was turned into a strategic plan, with goals set as to when each item would be was initiated in the next three years. In addition, a set of ‘guiding principals’ for the club was pulled from the vision planning results. It has been used as a guide while making club decisions.

One goal was to engage all members in club activities. To accomplish this, we performed a member interest survey, gauging interest in different committees and projects, as well as gathering our member’s personal talents, skills and outside interests. Through this survey, we reached out to members based on their interests and skills, and now all members are currently part of a committee and/or project. In addition, we used the outside interests to plan social events and programs, to help further engage our members.

Also from the vision planning, came the creation of a social committee. The social committee has started planning at least two events a month, with high turnout for the events held since February. For club fundraising, the Risers conduct a successful, annual wine sale. We choose our wines to sell as a club, with an annual wine tasting social. From the vision planning, the club is interested in an event-style fundraiser. Our fundraising committee is currently investigating new fundraising ideas, and spent quite a bit of effort vetting and exploring a couple ideas this year. The committee was successful in winning a First-Time Event grant for $1000 from the Rochester Downtown Alliance. We hope to proceed with a new fundraiser during the 2018-2019 year.

Our membership committee meets regularly to make plans for engage potential members. Once a new member is inducted, they are matched a mentor. They also take our member interest survey, and then are approached with a few different project or committee positions that fit their interests and skills. The membership committee chair participates in multi-club meetings with the other two Rotary clubs of Rochester to promote Rotary membership in the community. The multi-club committee has organized three Rotary open houses this Rotary year in the community to attract potential members. The open houses are designed to be a causal environment, sharing Rotary achievements and answering questions of potential members.