



District 3 Club Achievement Form 2009-2010

ORGANIZATION, MEMBERSHIP & CLASSIFICATION COMMITTEE

Instructions

Following the guidelines stated below, send your completed club report form by mail or email, postmarked **no later than 30 June 2010**, to:

1. Governor Ellen Karo, ekaro@nj.rr.com, 201 Bridge Plaza North, Apt. 12F, Fort Lee, NJ 07024, and
2. Lt. Governor Lisa Fraser, Lisa.Fraser@CIGNA.com, 1034 Jamestown Crescent, Norfolk, VA 23508

Goals for the 2009-2010 Biennium – Recruit, Retain, Rejuvenate

- Increase district/club membership by 10%
- Recruit a diverse, multicultural membership
- Recruit members who will keep the club membership viable and vital
- Develop a plan for retention of new and current members
- Develop a mentoring plan for new members
- Plan programs of interest to both members and guests
- Keep all members informed about area, district and international programs
- Encourage club members to attend area workshops, district conferences and international conventions
- Educate new members so that they know what is expected of them and give them positions of responsibility soon after they join
- Provide adequate leadership training for all members, especially those already in leadership positions
- Rejuvenate clubs with new ideas for service and fund raising

Responsibilities of the OMC Committee

- Define short and long term membership goals
- Develop a plan for recruiting members and design activities that will help identify new members
- Encourage every member to identify prospective members throughout the year
- Identify a mentor for each new member
- Evaluate committee progress on a continuing basis

- Explore the possibility of establishing new clubs

Organization of New Clubs

The organization of a new club is considered a service project for a Zonta club and may be undertaken by one or more members and clubs. Service monies, i.e. monies raised from the public, should not be used for O&E.

Classification

- Classification of new members and members who change jobs is done according to the membership and classification system as posted on the Zonta International website, zonta.org
- Each club should strive for a diversity of classifications and, in no case, should any club have more than 25% of its membership in one major classification.

Guidelines

Complete the report form by answering all questions. Number your answers to correspond with the number of the questions. You may attach any pertinent information.



**Organization, Membership & Classification Report Form
2009-2010**

Club: _____

Person Completing Report: _____

- 1. Number of members who paid 2009-2010 dues as of 6/1/09**
- 2. Number of members who have paid 2010-2011 dues as of 6/1/10**
- 3. If any member terminated his/her membership, what prompted the termination?**
- 4. Do you have a membership plan?
If yes, attach the plan. If no, explain why not.**
- 5. Has your club set short term and long term membership goals?
If yes, what are they and did you reach the goal set for 2009-2010? If no, why not.**
- 5. Does your club hold a planning session and/or retreat? If yes, how often is one held and what is the format? Please describe.**
- 6. Does your club have a mentoring plan in place for new members? If yes, please explain. If no, explain why not.**
- 7. What new methods did your club use to help recruit potential members?**
- 8. Has your club addressed how to retain new and current members? If so, how has it been done? If not, does your club plan to address retention?**
- 9. Has your club made a concerted effort to connect members to area, district and international by keeping members informed? Explain.**
- 10. Has your club pursued any new initiatives in service and/or fund raising?**
- 11. Has your club provided leadership training for those in leadership positions? If so, how? Describe fully.**

12. Did your club sponsor, organize or mentor a new Zonta Club?

Area, District & International Involvement

- 1. How many attended the District 3 Conference in 2009? How many attended 2010 area workshops?**
- 2. How many of these members were first timers?**
- 3. How do you encourage members to attend area, district and international events?**
- 4. Does your club provide any financial assistance for members to attend area workshops, district conferences or international conventions? If so, what is provided? Registration? Hotel? Transportation?**