

# ROTARY CLUB OF WOODLAND LEADERSHIP PLAN 2023-24

**Rotary Theme – CREATE HOPE IN THE WORLD**

## **2023-24 Rotary International President**

R. Gordon R. McNally  
Rotary Club of South Queensferry  
West Lothian, Scotland

## **Zone 26-27 Director**

Daniel Himelspach  
Denver Mile High Rotary Club

## **BOARD OF DIRECTORS**

**President:** Karl Diekman  
**President - elect:** Bob Nakken  
**Secretary:** Aniek Pflager  
**Assistant Secretary:** Gary Bunch  
**Treasurer:** Tom Schwarzgruber  
**Sergeant at Arms:** Tabb Randolph

<b>Board of Directors:</b>	2022 - 24	Bob Nakken	Brian Dwyer
	2023 - 25	Yvette Roy Wendy Casas-Raviotta Eric Zane	Lisa Martinez Dunham

**Immediate Past President:** Shawn Seyk

## **COMMITTEES**

In accordance with club bylaws and policy three types of committees exist within the club, Standing, Ad hoc, and Sergeant at Arms. Standing committees are specified in the Club Bylaws and exist on an ongoing basis. Most Standing committees have one or more sub-committees. Ad hoc committees are organized for a specific purpose and may be organized or dissolved at any time. The Sergeant at Arms Committee stands apart from other types of committees in that it has the organizational characteristics of both Ad hoc and standing committee.

### **Committee membership:**

In consultation with the Club President and President-elect each committee will select their chairperson and members. Each year as the club prepares for the new Rotary Year, committees should review their membership and update as needed. Committee chairs are urged to reach out to new members and encourage their participation.

Committees are encouraged to be self-sustaining by seeking new members and preparing a succession plan for committee leadership. Committee membership is open to all club members and terms of service are open-ended.

**SERGEANT AT ARMS COMMITTEE:** is a unique committee that serves two key roles in the life of the club. First, members of the committee are responsible for meeting room set-up and take-down on meeting days and for special meetings. Second, members of the committee are responsible for handling collections of fines and recognition and handing those over to the club treasurer.

**SERGEANT AT ARMS COMMITTEE:**     **Tabb Randolph, Chair**  
Les Engelman                   Ernie Hodges                 Don Huff III  
Rodger Kholmeier           Charles Moore               Tim Pettit  
Dan Stroski

### **AD HOC COMMITTEES**

**MEALS ON WHEELS:**             **Jeff Burger, Coordinator**  
Les Engelman                   Yvette Roy  
Gary Bunch                   Gary Wegener                 Joan Tauzer  
Chuck Moore                 Aniek Pflager                 Lisa Martinez Dunham  
Shawn Seyk                   TBA                                 TBA

**SENIOR BBQ:**                   **Aniek Pflager, Chair**           1<sup>st</sup> Tuesday in May – all-member event

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### **STANDING COMMITTEES**

**GRANTS AND SERVICE COMMITTEE**

**FUNDRAISING COMMITTEE**

**Membership Committee**

**CLUB PUBLIC RELATIONS COMMITTEE**

**CLUB ADMINISTRATION COMMITTEE**

**THE ROTARY FOUNDATION COMMITTEE**

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**GRANTS AND SERVICE COMMITTEE:** This committee serves as the club’s primary advisor for the participation in projects, both local and international. Additionally, this committee consists of several sub-committees each of which concerns itself with a specific area of service. This committee will work in cooperation with the Woodland Rotary Endowment to screen and fund grants of all types.

## **GRANTS AND SERVICE COMMITTEE (FORMERLY. SERVICE AND PROJECTS COMMITTEE) JOB DESCRIPTION:**

This committee will be repurposed and named **Grants and Service Committee** to enact the “Service Projects Committee” which is called for in Article 9, Section 4 of the Rotary Club of Woodland Bylaws.

The **GRANTS AND SERVICE COMMITTEE** is a standing committee for the purpose of encouraging the club and its members to be involved in Community, International, Vocational Service, and Youth Service by reviewing and promoting opportunities to serve. These opportunities to serve may involve the club and individual member participation in:

- Projects and activities.
- Review projects and makes recommendations regarding financial support.
- Recommend programs about service opportunities to the Club Administration Committee (Program Chair).
- Prepare applications and serve as the Grants Committee for Rotary Grants.
- Serve as the club’s Community Service Chair. *Community Service, the third Avenue of Service, comprises varied efforts that members make, sometimes in conjunction with others, to improve the quality of life of those who live within this club’s locality or municipality. RC Woodland Constitution and Bylaws.*
- Serve as the club’s International Service Chair. *International Service, the fourth Avenue of Service, comprises those activities that members do to advance international understanding, goodwill, and peace by fostering acquaintance with people of other countries, their cultures, customs, accomplishments, aspirations, and problems, through reading and correspondence and through cooperation in all club activities and projects designed to help people in other lands. RC Woodland Constitution and Bylaws.*
- Serve as the club’s Vocational Service Chair. *Vocational Service, the second Avenue of Service, has the purpose of promoting high ethical standards in businesses and professions, recognizing the worthiness of all dignified occupations, and fostering the ideal 2 of service in the pursuit of all vocations. The role of members includes conducting themselves and their businesses in accordance with Rotary’s principles. RC Woodland Constitution and Bylaws.*
- Serve as the club’s Youth Services Chair. *Youth Services is a key part of Rotary and its purpose. Youth services encompasses several different activities, each of which are targeted at specific groups of youth. For example, Camp Royal is designed to develop future leaders and Camp Venture targets future entrepreneurs.*

The committee members in their various assignments will utilize to the best of their ability the resources of Rotary District 5160, Rotary Zone 27, and Rotary International to aid in fulfilling their mission.

The club president and president-elect shall serve as ex officio members of the committee.

**GRANTS AND SERVICE COMMITTEE MEMBERSHIP:**

**Grants and Service Committee:**

**Blair Voelz, Chair**

Dena Lawrence

Eric Zane

Jayne Williams

Dan Stroski

Lori Ross

Rob Beggs

**Youth Service Sub Committee:**

**Jayne Williams, Chair**

Jayne Williams (Scholarships)

Jayne Williams (Interact)

Dan Stroski (Youth Exchange)

TBD (Camp Royal)

TBD (Camp Venture)

TBD (Youth Protection)

WHS and Pioneer

**Literacy Sub Committee:**

**Lori Ross, Chair**

**Community Service Sub Committee:**

**Eric Zane, Chair**

**International Service Sub Committee:**

**Eric Zane, Chair**

**Vocational Service Sub Committee:**

**Dena Lawrence, Chair**

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**FUNDRAISING COMMITTEE:** This committee focuses on raising funds for service activities that the club wishes to support. The annual Dinner/Auction and the beer booth at the county fair are the principle ongoing fundraising activities. The committee seeks out and leads additional fundraising efforts that may arise from time to time.

**FUNDRAISING COMMITTEE JOB DESCRIPTION:**

This committee is authorized by board action pending amendment of the Rotary Club of Woodland Bylaws to permanently establish the Fundraising Committee as a Standing Committee. The Fundraising Committee will lead all fundraising efforts of the club.

The **FUNDRAISING COMMITTEE** is a committee organized on a permanent basis during the 2022-23 Rotary Year for the specific purpose of organizing the clubs annual dinner/auction fundraiser for the 2023-24 Rotary Year and all future fundraising activities.

The duties of the committee shall include:

- Develop and implement plans for all fundraiser(s).

- Communicating to club members the plan for the fundraiser(s).
- Select venue for fundraiser(s).
- Selection of vendors.
- Selection of the non-vendor team to put on the event when appropriate.
- In the case of auctions, collect, catalog, and store auction items.
- Work in cooperation with the club treasurer to collect funds and pay bills.
- Make the venue ready for the day of the event.
- Return the venue to the owner in the agreed upon condition.

**Fundraising Committee:**

**Tabb Randolph, Chair**

Bob Nakken

Aniek Pflager

Marie Galbo

Tom Schwarzgruber

Chuck Maltese

Blair Voelz

Wendy Casas-Raviotta

Eric Zane

David Pinto

Jim Nolan

Mike Russell

**Annual Dinner Sub Committee:**

**TBD Chair (2024-25)**

The dinner/auction is an all-member event

**Beer Booth Sub Committee:**

**Mike Russell, Chair**

The beer booth is an all-member event

**MEMBERSHIP COMMITTEE:** This committee develops and implements a comprehensive plan for the recruitment and retention of members.

**MEMBERSHIP COMMITTEE JOB DESCRIPTION:**

This committee is authorized under Article 9, Section 3 of the Rotary Club of Woodland Bylaws.

The duties of the committee include:

- Access the club to determine if it meets members' needs and reflects the community.
- Determine if the club is engaging its members and make recommendations for improvements as needed.
- Serve as Club Ambassadors by establishing a relationship with prospective members.
- Make new members feel welcome and valued.
- Guide the club in maintaining an inclusive culture.
- Update the club members on the status of the membership successes and challenges at Club Assemblies.

- Conduct three new-member orientations each year.

**Membership Committee:**

**Yvette Roy, Chair**  
David Pinto

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**PUBLIC RELATIONS COMMITTEE:** This committee develops and implements plans to provide the public with information about Rotary, the Rotary Club of Woodland, and to promote the club's service projects and activities.

**CLUB PUBLIC RELATIONS COMMITTEE JOB DESCRIPTION:**

This committee is authorized under Article 9, Section 3 of the Rotary Club of Woodland Bylaws.

The duties of the committee include:

- Maintaining the club website.
- Maintain the club's social media presence.
- Prepare and distribute press releases.
- Support efforts of the Club's Membership Committee in fostering Club membership development by publishing and otherwise disseminating related information about membership opportunities.
- Support the efforts of all Club Committees in publicizing specific Club projects, events, and initiatives to members of the Club and, when intended, to the public.
- Communicate with attendees at club events sharing information about:
  - Membership opportunities.
  - Upcoming club events.
  - Ways to contribute to the Woodland Rotary Endowment.
  - Past and future community service activities of the club and endowment.
- Maintain a history of Rotary Club of Woodland and Woodland Rotary Endowment community service activities.

**Public Relations Committee:**

**Kris Kristensen, Chair**  
Dan Stroski  
Dena Lawrence

Lori Ross

**CLUB ADMINISTRATION:** This committee conducts activities associated with the effective operation of the club.

**CLUB ADMINISTRATION COMMITTEE JOB DESCRIPTION:**

This committee is authorized under Article 9, Section 3 of the Rotary Club of Woodland Bylaws.

The committee strives to provide a meeting location and environment that gives club members the best opportunity to enjoy all the benefits of club membership and to fulfill their member responsibilities.

The duties of the committee include:

- Check in at meetings (registrations and collection of fees).
- Distribute printed materials to the members attending meetings when necessary.
- Conduct the weekly drawings.
- Operate technology for the club:
  - Set-up and operate Zoom meetings.
  - Set-up and operate other technologies as needed.

**Club Administration Committee: Gary Bunch, Chair**

**Newsletter Sub Committee: Bob Nakken, Chair**  
Nick Roncoroni                      Lori Ross  
Lisa Martinez Dunham            Gena Bravo  
Barbara Sonin

**Website Sub Committee: Kris Kristensen, Chair**

**Back Table Sub Committee:** Carl Rodegerdts                      Collections  
Aniek Pflager                      Secretary  
Gary Bunch                      Drawing/Raffle

**Recognition Sub Committee: Gary Bunch, Chair**  
Kevin Haarberg                      Chuck Maltese  
Jim Nolan                      Dan Stroski  
Kris Kristensen                      Jayne Williams  
Don Huff III                      Clyde Brooker  
Lori Ross

**Technology Sub Committee:** Nick Roncoroni                      David Pinto  
Preston Schaub

**Programs Sub Committee: Wendy Casas-Raviotta, Chair**

Lori Ross

Clyde Brooker

Kevin Haarberg

Mark Ullrich

Derrek Kaff

Fritz van der Hoek

**Special note about programs:** Programs provide life and vitality to the club and offer a great opportunity for education and inspiration to its members. A well-rounded programs schedule provides for programs in a routine setting such as our regular meeting room as well as opportunities to see our community firsthand. Often our best experiences come when we meet with other Rotarians.

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**THE ROTARY FOUNDATION COMMITTEE:** This committee shall develop and implement plans to support The Rotary Foundation through both financial contributions and program participation.

**THE ROTARY FOUNDATION COMMITTEE (TRF) JOB DESCRIPTION:**

Duties of the committee include:

- A Polio Plus Warrior who educates club members on the latest Polio Plus news and encourages donations.
- Educate members on the various opportunities to give to The Rotary Foundation.
- Work with the Grants and Service Committee to fund grant projects.
- Use TRF recognition programs to acknowledge member giving.
- Update club members on club giving at Club Assemblies.
- Conduct one special giving activity each year (example. matching point campaign).
- Work with the Program Committee to provide at least one program on TRF each year.

**The Rotary Foundation Committee:**

**Tom Schwarzgruber, Chair**

Mark Ullrich, Polio Plus Warrior

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**CLUB GOALS FOR 2023-24**

<b>Goal</b>	<b>Value</b>	<b>RI Reviewed</b>
Have 62 active members at year end	Net addition of 4 new members	Yes
Rotary Action Group Participating	Maintain 1 member	Yes
Club member participation in District Conference	3 members	Yes



How many committee chairs will attend the District Assembly in the spring	3 Committee Chairs	Yes
Does the club bylaws reflect member needs	Review and update bylaws	Yes
How much will club members contribute to TRF Annual Fund	\$5,000	Yes
Every member makes at least one contribution to TRF Annual fund	No minimum amount	No
Every member makes at least one contribution to the Woodland Rotary Endowment Community Fund	No minimum amount	No
How much will club members contribute to Polio Plus	\$1,200	Yes
How many Interact Clubs will RC Woodland sponsor	1	Yes
How Many Students will RC Woodland sponsor to Cam Royal (RYLA)	1	Yes
Does RC Woodland have a Strategic Plan (Update plan)	1	Yes
How many social activities will we have during the year	5	Yes
Update website and social media monthly	1 time minimum	Yes
Submit stories to media for publication	4 times per year	Yes

## 2023-24 CALENDAR

### Special notes about programs and the annual calendar:

- Board Meetings will be held on the 2<sup>nd</sup> Monday of every month at 5:00 PM in the offices of Ullrich Delevati.
- The program committee is encouraged to have one program related to the monthly Rotary theme each month.
- Club Assemblies will be organized by the club president.
- Members programs are about our club members:
  - When considering the schedule please keep two members on deck so they can fill the slot in the event we have a program no show.
  - Two members are selected for each scheduled “Members” program.
  - The presenters should be allotted 10 minutes each.
  - The presenters should provide a brief bio for introduction just as any speaker is.
  - The presenters should be encouraged to tell a story about any aspect of their life that they wish.
  - The presenters can use (or not use) PowerPoint or other resources as they wish.
- The program committee should schedule six social events throughout the year.
  - The social events can be visits to businesses, or nonbusiness entities.
  - Social events should include a meal or other refreshments as appropriate.
  - Social events may include an educational component.
  - Social events can be joint meetings with other clubs. Target clubs include – Woodland Sunrise, Luna Vista, Colusa, Winters or any other clubs of the committees choosing.
  - Social events may occur on the same day and same time as our regular meeting, or they can occur on a different day and/or time.

### July - no specific monthly theme

Date	
4	Dark – July 4 Holiday
10	<i>Board Meeting - 5:00 PM Ullrich Delevati Offices</i>
11	Welcome to new Rotary year – President conducts program
18	
25	Members Program

### August – theme - Membership and New Club Development

- County Fair Activities (August 16 to 20)
- Joint membership promotion with Sunrise and Luna Vista (perhaps at Fair)

Date	
1	Club Assembly
8	
14	<i>Board Meeting - 5:00 PM Ullrich Delevati Offices</i>

15	Dark – Members encourage to participate Rotary activities at the Yolo County Fair
22	
29	Members Program

**September – theme- Basic Education and Literacy**

Date	
5	
11	<i>Board Meeting - 5:00 PM Ullrich Delevati Offices</i>
12	
19	
26	Members Program

**October – theme - Community Economic Development**

- Community Services Event

Date	
3	Club Assembly
9	<i>Board Meeting</i>
10	<i>District Governor Visit - 11:00 AM Board Meeting at meeting location</i>
17	
24	Members Program
31	

**November – theme - Rotary Foundation**

Date	
7	Veterans Day Focus (November 11)
13	<i>Board Meeting - 5:00 PM Ullrich Delevati Offices</i>
14	
21	Dark – Thanksgiving Week
28	

**December – theme - Disease Prevention and Treatment**

Date	
5	Annual Meeting – Nominating Committee Report – Club Assembly
11	<i>Board Meeting - 5:00 PM Ullrich Delevati Offices</i>
12	Election of officers prior to program
19	Members Program
26	Dark – Christmas Holiday

**January - Vocational Service**

Date	
2	Dark – New Year Holiday

8	<i>Board Meeting - 5:00 PM Ullrich Delevati Offices</i>
9	
16	
23	Members Program
30	

**February - Peacebuilding and Conflict Prevention**

Date	
6	Club Assembly
12	<i>Board Meeting - 5:00 PM Ullrich Delevati Offices</i>
13	Valentine's Day Focus (February 14)
20	
27	

**March - Water, Sanitation and Hygiene**

Date	
5	
11	<i>Board Meeting - 5:00 PM Ullrich Delevati Offices</i>
12	
19	Members Program
26	

**April - Maternal and Child Health – District 5160 Conference April 26 to 28, Sacramento**

Date	
2	Schools Spring Break – Education Focus Program
8	<i>Board Meeting - 5:00 PM Ullrich Delevati Offices</i>
9	
16	Club Assembly
23	Dark – Special Meeting at District Conference (set up a meal or other activity for the club)
28	<i>Saturday – Rotary Visibility Day (Rotarians at Work Day)</i>
30	

**May - Youth Service – Ri Convention May 25 to 29, Singapore**

Date	
7	Dark - Senior BBQ
13	<i>Board Meeting - 5:00 PM Ullrich Delevati Offices</i>
14	
21	Members Program
28	

**June - Rotary Fellowships**

Date	
4	
10	<i>Board Meeting - 5:00 PM Ullrich Delevati Offices</i>
11	Members Program
18	
25	Club Assembly – Year in Review