

THE ROTARY CLUB OF WEST PENNANT HILLS & CHERRYBROOK



CLUB PLAN 2007-2008



Barry Lambert President

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MESSAGE FROM THE CLUB PRESIDENT 2007-2008



Incoming RI President Wilfred J. Wilkinson's theme for the year is "Rotary Shares" He has explained the theme along the lines—

"If one common thread exists among our 1.2 million members is our willingness to share. Rotarians share their time, their talents, their expertise and their money to successfully carry out projects that tackle a vast range of humanitarian and social issues. They share their compassion, their enthusiasm and their commitment to help those in need and make the world a better place.

Sharing is a concept generally associated with promoting the greater good, but it is also an individual action, a personal choice. Each one of us decides how much of our time and energy we want to share with Rotary.

The dedicated Rotarians who develop dynamic project ideas and galvanise other members to action form the backbone of every club, but there are too few of them. I believe that every one of us could be that kind of Rotarian if we just take that important first step toward personal involvement--- if we just say YES.

YES—I will lead that project

YES—I will bring in a new member

YES—I will share my ideas and resources to make my Club stronger

ROTARY SHARES ---- SHARE ROTARY "

I look forward to a year where we can all say that Rotary Shares and that we all Share Rotary with our friends, neighbors and the community.

Your Directors intend to have programs that will enable you all to be able to say at the end of the year that you have shared Rotary with your fellow members and with the community.

Barry Lambert-- President 2007/2008



CLUB KEY OBJECTIVES

To improve the well being of our community and foster international understanding through the involvement of all members in the hands-on application of Rotary ideals and as a consequence, have fun and enjoy fellowship.

- Support the Rotary International theme: "*Rotary Shares*".
- Support the Rotary Foundation.
- Support the Australian Rotary Health Research Fund (ARHRF).
- Ensure our Club continues to be vibrant and effective through:
 - the quality of our meetings;
 - the success of our service projects; and
 - the promotion of quality fellowship activities for members and partners.
- Achieve a net increase in Club membership.
- Develop, at least, one new fund raising initiative.
- Support a major new charity.
- Encourage less active members to become more involved in programs.
- Achieve the fund raising budget.
- Promote the Rotary brand and the value of its programs in the community.



DIRECTORS, OFFICERS & COMMITTEES 2007-2008

DISTRICT 9680

District Governor

Monica Saville, Past President and member of the Rotary Club of Epping

Assistant Governor, Clubs for the Outer Hills Zone

Mark Anderson, Past President and member of the Rotary Club of Beecroft

THE ROTARY CLUB OF WEST PENNANT HILLS & CHERRYBROOK

Executive

President	Barry Lambert
Secretary	Keith Ball
Treasurer	Graham Coles
Immediate Past President	Colin Baxter
Vice President & President Elect	Tim Bowland

Club Service

Director	Tim Bowland
Program	Jim Simpson
Sergeant	Tim Bickford
District Conference	David Turnbull
Rotary Information	Larry Jacka
Fund Raising	Barry Freeman
Risk Management	Peter Cleary
Insurance	Keith Ball
Public Relations	TBA
Bulletin	Dick Bushell
Fellowship/Social	Tony Makin / Peter Garnett
Dinner Registration	David Turnbull
Welfare	Alan Paynter
Webmaster	John Russell
Membership	Ross Ballinger



Membership

Director	Ross Ballinger
Committee	Ros Savio
	Alan Paynter
	Brian Furrer
	Cawas Suhukar

Fund Raising

Director	Barry Freeman
Committee	Dick Bushell
	Colin McGowan
	Colin Baxter

Community Service

Director	David Turnbull
Committee	Brian Brett
	Stan Baseley
	Trevor Turner
	Greg Pidgeon
	Michael Moroney

Youth Service

Director	Clive Denmark
Committee	Tim Bowland
	Rob Wansbrough
	Anthony Scarcella
	Pierre Tennant
	Tim Bickford



International Service

Director	Graham Cuthbertson
Committee	Douglas Lam
	Howard Fleming
	Larry Jacka
	Bob Davison

Vocational Service

Director	Steve Baker
Committee	Peter Cleary
	Graham Evans
	Colin Wright
	Ross Parkinson
	Alan Paynter

CLUB SERVICE PLAN

Club Service Director – Tim Bowland

Club Service Committee

PROGRAMME	Jim Simpson
SERGEANT	Tim Bickford / Stan Baseley
DISTRICT CONFERENCE	David Turnbull
ROTARY INFORMATION	Larry Jacka
RISK MANAGEMENT	Peter Cleary
INSURANCE	Keith Ball
PUBLIC RELATIONS	ТВА
BULLETIN	Dick Bushell
FELLOWSHIP/SOCIAL	Tony Makin/Peter Garnett
DINNER REGISTRATION	David Turnbull
WELFARE	Alan Paynter
WEBMASTER	John Russell

Aims

- 1. To ensure the successful administration of the Club while maintaining a balance between the Club's traditions, current community standards, modern practices and future trends.
- 2. To ensure Mentors inform new members of procedures, apologies, make-ups, application to the Board for leave, introducing and thanking a Guest Speaker on behalf of the Club.
- 3. To encourage the development of our club web site to promote our clubs achievements and involvement.
- 4. To promote the achievements of the Rotary Club in particular and of Rotary in general, throughout the community.
- 5. To develop a program of social and fellowship activities that make membership fun.

Desired Outcomes

- To ensure a vibrant and relevant program of activities, both business and social, so that the members and partners continue to enjoy their Rotary experience.
- To build a platform that encourages growth and involvement from all members and support of the wider community.

COMMUNITY SERVICE PLAN

Community Service Director – David Turnbull

Community Service Committee

Brian Brett, Stan Baseley, Rod Crosweller, Michael Moroney,

Trevor Turner, Greg Pidgeon

Aims

- To provide a program of activities that focuses on the needs of the community in the local area.
- To promote the name of Rotary as a service organisation focusing on charitable works in the local area and internationally.
- To liaise with the public and other community organisations to provide an awareness of the programs offered by Rotary.
- To promote the profile of Rotary and to attract potential members and the involvement of the wider community.

Strategies

- Delegate tasks for the various programs to Community Service Committee members.
- Director to monitor the progress of programs through the responsible Committee members.
- Ensure Community program events are inserted in the Club calendar.
- Publicize Community events to encourage greater public participation.

Programs

The programs for 2007–2008 will include the following

•	Trailer Raffle	Budget \$	10,000.00 +
•	Garage Sale	Budget \$	10,000.00 +
•	Additional Fundraiser	Budget \$	2,000.00 +
•	Christmas Tree Sales	Budget \$	2,000.00 +
•	Chinese Lantern Festival	Budget \$	300.00 +
•	Ronald McDonald House	Budget \$	300.00 -
•	Nordby Picnic	Budget \$	400.00 -
•	Tree of Joy	Budget \$	Nil
•	Clean up- Australia	Budget \$	Nil
•	Red Shield Appeal	Budget \$	Nil
•	Bowelscan	Budget \$	Nil
•	Promote Blood Donor Program	Budget \$	Nil
•	Promote Organ Donor Program	Budget \$	Nil

The total income anticipated from Community Service events is \$ 25,000 all subject Club member commitment and to Board review throughout the coming Rotary year.

INTERNATIONAL SERVICE PLAN

International Service Director – Graham Cuthbertson

International Service Committee

Douglas Lam, Howard Fleming, Larry Jacka, Bob Davison

Aims

- To promote and support the work of the Rotary Foundation.
- To continue to support Donations in Kind (DIK) with a number of working parties throughout the year.
- To develop Sister/Matched Club relationships to encourage a better understanding among Rotarians throughout the world.
- To continue to support the Wesley Koni Trust and to assist Wesley in seeking tertiary training to provide him with the appropriate skill for ongoing employment
- To support and promote international Rotary activities such as ROMAC, RAM, Wheel Chair Foundation Australia and HOPE Worldwide Australia,
- To arrange an International Night together with incoming and outgoing GSE teams as speakers inviting Rotary Clubs and other organizations in our district.
- Obtain the Boards permission to identify overseas projects which the club can undertake with the view to commencing a project in two years.

Strategies

- Involve the members of the International Committee in the various activities
- Allocate specific task to members of the committee
- Monitor the progress of activities throughout the year

VOCATIONAL SERVICE PLAN

Vocational Service Director – Steve Baker

International Service Committee

Peter Cleary, Graham Evans, Colin Wright, Ross Parkinson, Alan Paynter

Aims / Actions

- To request all new and selected current members to talk about their careers.
- To provide visits for members to places of vocational interest.
- To identify, with Club member assistance; individuals whose exemplary contributions to their vocations are worthy of public acknowledgement and present them with Pride of Workmanship Awards.
- To identify, with Club member assistance, individuals whose exemplary contributions to their apprenticeship/trainee vocations are worthy of public acknowledgement and present them with Apprentice & Trainee Awards.

Strategies

- Seek input from Club Members and / or the community as appropriate.
- Delegate tasks for various programs to Vocational Committee members.
- Director to monitor the progress of programs through the responsible Vocational Committee members.
- Ensure vocational program events are inserted in the club calendar.

YOUTH SERVICE PLAN

Youth Service Director – Clive Denmark

Youth Service Committee

Tim Bowland, Rob Wansbrough, Anthony Scarcella, Pierre Tennant, Tim Bickford

Aims

- To provide a program of activities that focuses on the needs of youth in the local area.
- To promote achievement, recognise excellence and provide leadership opportunities for the youth in the local area.
- To liaise with schools in our community to provide an awareness of the programs offered by Rotary.
- To promote international understanding through Rotary Youth Exchange.
- To increase member involvement with inbound exchange student.
- To keep members informed of the progress of all youth programs.
- To try to identify ways to help provide opportunities for less advantaged youth in our area.

Strategies

- Delegate tasks for the various programs to Youth Committee members.
- Director- Monitor progress of programs through responsible Committee members.
- Ensure youth program events are inserted in the Club calendar.
- Build closer working relationships with local schools.

Programs

The programs for 2007–2008 will include the sponsoring/support of local youth through:

- Rotary Youth Exchange both inbound and outbound. Budget: \$4,000.00.
- Rotary Youth Leadership Award (RYLA). Budget: \$700.00.
- Rotary Youth Program of Enrichment (RYPEN). Budget: \$500.00.
- Rotaract providing mutual support at meetings and activities. Budget: \$200.00.
- Model United Nations Assembly (MUNA). Budget: \$210.00.
- National Youth Science Forum. Budget: \$850.00.
- Siemens Science Experience. Budget: \$60.00.
- Operation Hope. Budget: \$1,000.00.
- Rotary Youth Driver Awareness (RYDA). Budget: \$1,000.00.
- Honeywell Engineering Summer School (HESS). Budget: \$300.00.
- Inter-School Debating. Budget: \$0.00
- Engineering Challenge: Labour but no hard cost.
- Miscellaneous : Programme for less advantaged \$500.00

Budget

The total budget for Youth Service amounts to \$9,320.00 and is subject to Board review throughout the coming Rotary year.

FUND RAISING PLAN

Fundraising Director – Barry Freeman

Fund Raising Committee

Dick Bushell, Colin McGowan, Colin Baxter

This year will see the fundraising club plan doing the usual activities to enable the activities of the club to be carried on.

Those fundraisers have been and will continue to be mainly

Garage Sale
Trailer Raffle
Cherrybrook Chase fun run
Fundraising social evenings
Sausage sizzles
Christmas Tree Sales

However, we are committed to continue to try and find a suitable additional major fundraising project that will be sustainable for the longer term.

It is this activity that will occupy the minds and efforts of your Fundraising Directorship in this year of July 07 to June 08.

MEMBERSHIP PLAN

Membership Director – Ross Ballinger

Membership Committee: Ros Savio, Alan Paynter, Brian Furrer,

Carwas Suhukar

"ITS TIME TO REPLACE YOUR SELF"

Aim

To ensure that we have a net growth this year of at least 4 members. (We must beat the achievements Barry Freeman and his team)

Background

Fact. We have a club that we are all proud of. We all enjoy Rotary and get a lot out of it. `Thus we can speak with confidence about benefits of joining Rotary and our club.

Fact. The average age of the club has got older over the last 10 years. If this continues the long term future is going to be bleak

Fact. Most current members have not introduced a new member to the club and thus replaced them selves. Don't we all have a moral obligation to do this at least once every 5 years.

Strategy

This year's membership plan will have 3 crucial elements that will try and give everyone the opportunity of replacing themselves. Membership growth is not a committee responsibility, Each of us have that responsibility.

Firstly we will all have to continue to be on the lookout for potential prospective members. It might be among our friends and acquaintances. It might be with your wife's social groups. We have our garage sale and our trailer raffle coming up. This is the time that opportunities arise. Make sure that you are equipped with the club roll up banner to attract attention and copies of the club brochure.

The second thrust will be to organise a couple of nights with high profile and interesting speakers where we can advertise the event and market Rotary to the general public. We want the whole clubs help in obtaining names to invite and to follow up on those invitations.

The third factor will be to hold a couple of electronic fireside chats where any one who has joined Rotary in the last year or two can be brought up to speed about the way the whole picture fits together.

Please join with us in continuing the success that we have had this year, and make sure that you have replaced your self before the year is out.

FELLOWSHIP PLAN

Fellowship Chairman – Tony Makin Social Committee Peter Garnett

July: Nothing planned

August: Theatre Evening

September: Progressive Dinner

28 October: Annual weekend trip away

November: Walk

10 December: Christmas Lunch

January: Informal meeting hosted by President

+ Bush walk

February: Concert at the Zoo

March: 9 holes of golf & dinner

April: Fish and Chips at the Beach

May: Charity Dinner Dance

June: To be announced

RISK MANAGEMENT PLAN

RISK MANAGER – Peter Cleary

The principals of Risk Management have been applied to most of the major activities currently undertaken by our Club. These have been documented and relevant actions to remove, control or reduce risk have been identified and have or will be implemented at the appropriate time. During 2006-2007 the control measures will be reviewed and reevaluated in the light of prevailing conditions to ensure their on-going relevance. All documentation is held on file.

TREASURERS REPORT – Graham Coles

General Account

The General Account reports on the income and expenditure for the club administration and forecasts a surplus of \$1,690 for the 07/08 year.

It is normal for this account to be close to break even for the year as it is not a profit generating activity.

The carry over balance for the 06/07 year, at the time of writing this report, is expected to be approximately \$8,000. The surplus for 07/08, if achieved, will add to this figure and result in a carry over figure of approximately \$9,500 into the 08/09 Rotary year.

This account supports all of the club overheads and its income relies essentially on member's fees, fines and a small excess in dinner fees.

The club needs to retain a positive balance in the vicinity of \$6,000 to \$9,000 in order to support any unexpected income shortfall.

Activities Account

This account derives all of its income from fund raising activities. The club normally carries a surplus of \$7,000 to \$10,000 into the commencement of each Rotary year, This surplus, funds the clubs activities for the initial 2 to 3 months until such time as revenue is raised from the Trailer Raffle and the Garage Sale.

The carry forward surplus figure at the time of writing this report is forecast at \$8,000 for the Rotary year 07/08.

As in the past our major fund raising activity is derived from the garage sale, the trailer raffle and wine sales. This year we have added additional forecast income from Christmas tree sales, the Dinner Dance in September and other iniatives that will see us raise in the vicinity of \$59,000 before expenses.

Forecast donations are based on expected fund raising activities. Where we under achieve the distribution of funds is obviously affected. Fortunately in our club under achievement is rare.

Budgets are attached to this report for 2007 /08 and I request that you read them and seek support information if required.

FINANCIAL SUMMARIES

General Account Budget for 2007 / 2008

General Account Budget for 2007 / 2008		
Income		
Annual Subs	\$10,500.00	Allows 42 x \$250
Dinner Fees	\$39,000.00	
Conference Fees	\$ 8,500.00	
Fines	\$ 1,700.00	
Bank Interest	\$ 60.00	
Misc Income	\$ 500.00	
Changeover Dinner	\$ 3,000.00	
Total	\$63,260.00	
Expenses		
Rotary Subs	\$ 8,500.00	
Club Exps	\$ 1,000.00	
Changeover Dinner	\$ 3,000.00	
Dinner Fees	\$38,000.00	
Conference Exps	\$ 8,500.00	
Audit Fees	\$ 500.00	
PO Box	\$ 70.00	
RDU Supplies	\$ 250.00	
Trophies & Prizes	\$ 1,000.00	
C'over Deposit 2008 Deposit	\$ 500.00	
Gifts & Donations	\$ 250.00	
Membership	\$ 750.00	
Total	\$62,320.00	
Surplus	\$ 940.00	
D 170 Y 2005		
Prepared 7th June 2007		

Activities Account Budget 2007 – 2008

Activities Account Budget 2007 / 2008			Prepared 20th June 2007
_			
Income	A. 2. 0.00.00		
Bowel Scan	\$ 3,000.00	Deleted from	
Cherrybrook Chase	\$ -	Program	
Christmas Puddings	\$ 2,500.00	Togram	
Christmas Trees	\$ 4,000.00		
Trailer Raffle	\$12,000.00		
Garage Sale	\$11,000.00		
Dinner Dance	\$ 8,000.00		
Wine & Cheese Night	\$ 1,000.00		
Sausage Sizzles	\$ 3,000.00		
Wine Promotion	\$ 9,500.00		
New Programs	\$ -		
Interest	\$ 100.00		
Misc Income	\$ 1,500.00		
	7 -,0		
Total	\$55,600.00		
Expenses			
Bowel Scan	\$ 3,000.00		
Cherrybrook Chase	\$ -		
Christmas Puddings	\$ 2,000.00		
Christmas Trees	\$ 2,000.00		
Trailer Raffle	\$ 3,000.00		
Garage Sale	\$ 1,000.00		
Dinner Dance	\$ 6,000.00		
Wine & Cheese Night	\$ 600.00		
Sausage Sizzles	\$ 1,000.00		
Wine Promotion	\$ 6,800.00		
Major Charity Donations	\$ 8,000.00	Camp Breakaway & Wheel Chairs	
Misc Expense	\$ 500.00		
Tree of Joy	\$ 400.00		
Youth Exchange	\$ 3,000.00		
Donation SES	\$ 550.00		
MUNA	\$ 450.00		
Nordby	\$ 400.00		
Ronald McDonald House	\$ 300.00		
Rotary Foundation	\$ 2,000.00		
RYDA	\$ 500.00		
RYLA	\$ 700.00		
Rypen	\$ 500.00		

Siemans School	\$ 100.00	
Honeywell School	\$ 350.00	
Community	\$ 2,000.00	
Wesley Koni	\$ 1,000.00	
Youth	\$ 2,000.00	
International	\$ 1,200.00	
Vocational	\$ 1,000.00	
Misc. Donations	\$ 2,000.00	
Total	\$52,350.00	
Surplus	\$ 3,250.00	

CLUB PROGRAM

Program Chairman – Jim Simpson

Jul-07	i	Activity	Partners	Organiser/Contact
Mon	2	No Meeting		
Mon	9	Club Assembly		Barry Lambert
Mon	16	Regular meeting		
Tues	17	Partners only Dinner	Yes	Helen Lambert
Mon	23	Regular meeting		
Tue	24	Club Board Meeting – Lambert Residence		
Mon	30	Club Assembly		Barry Lambert
Aug-07	7	Activity- Membership and Extension Month	Partners	Organiser/Contact
Sat	4	Trailer Raffle Starts		
Mon	6	Regular meeting		
Mon	13	Regular meeting		
Mon	20	Regular meeting		
Tue	21	Club Board Meeting – Lambert Residence		Barry Lambert
Mon	27	Regular meeting		
Sep-07	7	Activity- Youth Service Month	Partners	Organiser/Contact
Sat	1	Dinner Dance- Dural Country Club	Yes	Graham Coles
Mon	3	Regular meeting		
Mon	10	Regular meeting		
Mon	17	Regular meeting		
Fri	21	Garage Sale Move items to Fire Station	Yes	David Turnbull
Sat	22	Garage Sale At Fire Station	Yes	David Turnbull
Sun	23	Garage Sale At Fire Station	Yes	David Turnbull
Mon	24	Regular meeting		
Tue	25	Club Board Meeting – Lambert Residence		Barry Lambert
Oct-07	,	Activity- Vocational Service Month	Partners	Organiser/Contact
Mon	1	Labour Day Weekend - No meeting		
Mon	8	Regular meeting		
Mon	15	District Governor Visit		Barry Lambert
Sat/Sun	20/21	Club Weekend away -To be confirmed	Yes	Ross Ballinger
Mon	22	Regular meeting		
Tue	23	Club Board Meeting – Lambert Residence		Barry Lambert
Mon	29	Regular meeting		
Nov-07	7	Activity- Rotary Foundation Month	Partners	Organiser/Contact
Mon	5	Regular meeting - Melbourne Cup Night		Tony Makin
Mon	12	Regular meetingTrailer Raffle Draw		·
Mon	19	Regular meeting		
Tue	20	Club Board Meeting – Lambert Residence		Barry Lambert

Mon		Regular meeting	Dantagana	0
Dec-07		Activity- Family Month	Partners	Organiser/Contact
Mon	3	AGM – Election of 2007/2008 Board		Keith Ball
Sun	9	Christmas lunchTo be confirmed		Tony Makin
Mon	10	Regular meeting		
Mon	17	Regular meeting Club Christmas Meeting		Tony Makin
Mon	24	No meeting		
Mon	31	No meeting		
Jan-08		Activity- Rotary Awareness Month	Partners	Organiser/Contact
Mon	7	Informal Meeting- At Lambert Residence To be confirmed		Barry Lambert
Mon	14	Regular meeting		
Mon	21	Regular meeting		
Tue	23	Club Board Meeting – Lambert Residence		Barry Lambert
Mon	28	No MeetingAustralia Day Holiday		
Feb-08	3	Activity- International Service Month	Partners	Organiser/Contact
Mon	4	Regular meeting		
Mon	11	Regular meeting		
Mon	18	Regular meeting		
Mon	19	Club Board Meeting –Lambert Residence		Barry Lambert
Mon	25	Regular meeting		
Mar-08	3	Activity- Literacy Month	Partners	Organiser/Contact
Mon	3	Regular meeting		
Thu/Sun	6-Sep	District ConferenceBathurst		David Turnbull
Mon	10	Regular meeting		
Mon	17	Regular meeting		
Mon	24	No Meeting Easter Monday		
Tue	25	Club Board Meeting –Lambert Residence		Barry Lambert
Sun	30	District PETSPLC Pymble		Tim Bowland
Mon	31	Regular meeting		
Apr-08	3	Activity- Magazine Month	Partners	Organiser/Contact
Mon	7	Regular meeting		
Mon	14	Regular meeting		
Mon	21	Regular meeting		
Tue	22	Club Board Meeting –Lambert Residence		Barry Lambert
Mon	28	Regular meeting		
May-0	3	Activity- Australian Rotary Health Research Month	Partners	Organiser/Contact
Sun	4	District AssemblyUTS Kuring-Gai Campus		Tim Bowland
Mon	5	Regular meeting		
Mon	12	Regular meeting		
	19	Regular meeting		
Mon	0.0	Combined Club Board Meeting –Lambert		Barry Lambert
Mon Tue	20	Residence		
	26			

Mon	9	Queens Birthday – No meeting		
Mon	16	Regular meeting		
Mon	23	Regular meeting		
Sat	28	District Changeover		Tim Bowland
Mon	30	Regular meeting		
Jul-08		Activity	Partners	Organiser/Contact
Jul-08 Fri	4	Activity Club Changeover night	Partners Yes	Organiser/Contact Tim Bowland
		,		
Fri	4	Club Changeover night		