



Information Resources for 2008-09 Club Presidents and Secretaries

Are you aware that Club and District Support (CDS) staff serve as your primary contact at Rotary? Staff can answer any question about Rotary as well as provide advice on club elections, constitutional matters, club traditions and customs, club operations, and RI Board policy. Below are some important web resources to assist in leading and supporting your club in the year ahead.

- Learn the names and contact information of your CDS team members by using this web link:
<http://www.rotary.org/en/AboutUs/ContactUs/CDSandFinancialReps/Pages/ridefault.aspx>
- Review a list of helpful resources for club presidents and secretaries prepared by CDS:
http://www.rotary.org/RIdocuments/en_pdf/club_pres_sec_resources.pdf
- Make changes to your club's membership records at RI, reference various Rotary Foundation reports, pay your club's dues, and report next year's club officers using Member Access. Full instructions, helpful suggestions and frequently asked questions (FAQ) are found at: <https://riweb.rotaryintl.org/faq.asp>
- Find helpful club publications, audiovisuals, forms and supplies:
<http://shop.rotary.org/catalog/default.php?cPath=37>
- Use the Club Presidents' Checklist, a monthly calendar for both presidents and presidents-elect, with reminders of club and district functions, as well as RI and Rotary Foundation deadlines:
http://www.rotary.org/RIdocuments/en_pdf/pres_checklist.pdf
- Consider adopting the Club Leadership Plan - a strategic planning tool based on the best practices of actual Rotary clubs:
<http://www.rotary.org/en/members/runningaclub/ClubLeaders/Pages/ridefault.aspx>

Rotary staff looks forward to working with you and supporting your club's service efforts. Be sure to contact your CDS representative whenever you need assistance.