

MEMO-OF OFFICIAL VISIT

OF THE DISTRICT GOVERNOR

TO THE ROTARY CLUB OF Space Center(Clearlake) Texas U.S.A.
(City) (State) (Country)

CONFERENCE WITH PRESIDENT AND SECRETARY 8/6/84 1 Hour
(date) (Length of Conference)

MEETING WITH 8/6/84 29 1 1/2 Hours
CLUB ASSEMBLY (date) (Number Present) (Length of Assembly)

ADDRESS TO CLUB 8/6/84 125
(date) (Number Members Present)

SIGNED [Signature] DIST. NO. 589
District Governor

TO THE GOVERNOR: This memo is for the information of the R.I. Board of Directors, committees, and Secretariat. Please prepare it promptly following your official visit and mail the original copy, together with the Summary of Club Plans and Objectives and a copy of your follow-up letter, to the office of the R.I. Secretariat with which you maintain contact. Retain a carbon copy for your own files. PLEASE TYPE OR PRINT LEGIBLY.

(Please leave this space blank)

1. My general impression of this club is:

This is almost a model Rotary club from the standpoint of Rotary information, Rotary knowledge and activities in all lanes of service.

2. In my opinion these are the club's:

AREAS OF STRENGTH:

The active participation of most all members, their knowledge of Rotary and their willingness to do what is necessary to accomplish the club's goals and objectives.

AREAS NEEDING STRENGTHENING:

The president has complained that the new members sometimes take a longer period of time to become active than they should and that the old members sometime do not bring them into the fold quite as quickly, so we're working on the fellowship aspect and the situation whereby we can give the new members jobs immediately.

3. PRESIDENT

Charles Hartman Charles
Name Name by which he is familiarly known

Evaluation of effectiveness:

Charles has served in most all of the offices in his club and is a very effective leader and I feel sure will continue the good work that has been done by this club in the past.

SECRETARY

Jim Hargrove Jim
Name Name by which he is familiarly known

Evaluation of effectiveness:

Jim is very competent and I think will do a great job as secretary.

4. How often are regular board meetings held? Monthly Club assemblies? semi-annually

5. Is the president using the *Club President's Workbook*? YES

6. Had he distributed the committee leaflets to his chairmen? YES

7. Is the committee structure adequate? YES

8. How effectively are the committees functioning? _____
State which committees may need special help:

All committees have begun to function and I believe they all are very capable.

9. I made the following specific suggestions to club officers and committee chairmen:
(other than those described under Numbers 10 and 11 below.)

No additional suggestions given.

10. Is the club's roster of filled and unfilled classifications up-to-date? NO If not, when will it be? Fall '84 Number of unfilled classifications? Many What are the club's plans for adding new members? What suggestions did you make?

11. Does the club have an effective program for assimilating new members? YES I made the following suggestions:

12. A meeting was held with the president/secretary of an Interact club NO; a Rotaract club NO. Results from this meeting were:

13. Is there any special service the Secretariat can provide?

Please do not use this space to order materials for the club. Clubs should be encouraged to use the regular order blank. (Note: The thousands of Rotary clubs in the world preclude the possibility of the Secretariat writing letters of commendation to club committee chairmen.)

NO

14. Give name, address, and Rotary club of the member you have appointed as your special representative to make a survey for the possibility of organizing a Rotary club.

N/A

name	address	prospective locality
name	address	prospective locality
name	address	prospective locality