

Membership Committee

Club Immediate Past President, Chair: Jim Haymond

Purpose: To assure healthy club membership growth, retention, education and recognition.

Duties: To meet as necessary or as the Board may direct and to report to the Board of Directors on all matters regarding membership development. Subcommittees shall meet as necessary to accomplish their assigned tasks, report to the Chair, and develop, maintain and pass on to succeeding subcommittee chairperson policies and procedures relative to their work. The chairpersons of these subcommittees/tasks shall be members of the Membership Committee, along with any others selected by the Chair. The Chair of the Membership Committee shall also serve as Chair of the Membership Growth and Education Subcommittee.

From: Adapted from the Kiwanis Club of Medina by-laws

Membership

2014-15

A. Membership Growth and Education	2	<u>Immediate Past President</u>
B. Interclub	2	<u>Nancy McNeal</u>
C. Public Relations	2	<u>Immediate Past President</u>
1. Brick	3	<u>Tina Sabol</u>
2. Web-site/Tech.	3	<u>Nancy Abbott</u>
3. Newspapers	3	<u>Tina Sabol</u>
4. Home & Flower Show Booth	4	<u>Jim Haymond</u>
5. Club Photographer	4	<u>Harry Heinly</u>
D. Membership Directory	4	<u>Nancy Abbott</u>
E. Member Recognition		
1. Attendance Awards – Secretary	5	<u>Jon Steingass</u>
2. Hall of Fame Selection Committee -	5	
3. Legion of Honor -	6	<u>Terry Shuman</u>
4. Kiwanis International Foundation Awards	7	
5. Presidential Discretionary Awards	8	<u>Current President</u>

MEMBERSHIP GROWTH AND EDUCATION

PURPOSE: Membership Committee devises ways of maintaining an adequate membership of citizens of good standing who are interested in a contribution to the community through service.

DUTIES: The committee considers all proposals for membership and shall submit its recommendations to the Board of Directors. It should also devise a plan for the orientation, induction, and successful assimilation into the Club of new members and should promote regular attendance at Club meetings.

GOALS FOR THE YEAR: 1) Our goal is a net increase of five members for the year. 2) Education of both new and present members of the operations of our club.

CHAIRPERSON: Immediate Past-President - Jim Haymond

LIST OF COMMITTEE MEMBERS:

INTERCLUB

PURPOSE: To provide through Kiwanis clubs, a practical means to form enduring friendships and to enjoy fun and fellowship.

DUTIES: This committee coordinates the official visits of members of this club to other clubs within our Kiwanis Division and the Ohio District. Bylaws require our club to have four members for each visit.

GOALS FOR THE YEAR: To visit all the clubs in the division at least once and to accomplish a "Round Robin".

CHAIRPERSON: Nancy McNeal email: musiclady46@frontier.com

LIST OF COMMITTEE MEMBERS:

PUBLIC RELATIONS COMMITTEE

PURPOSE: The purpose of this committee is to ensure that the news of our club is broadcast to the largest audience and in as many media as possible. .

DUTIES: The committee will be responsible for writing press releases promoting up-coming events, and publicizing the good done by the club. The committee with the help of club members will take pictures at the Club's meetings and special projects to post on the website and to accompany the press releases

GOALS FOR THE YEAR: Some events require prior publicity to promote sales and attendance, etc. Most committees need this committee to publicize their accomplishments. And, we will be looking for ways to share our Kiwanis story by reporting on the donations of money and talents.

CHAIRPERSON: Jim Haymond email: liverty_upholstery@msn.com

LIST OF COMMITTEE MEMBERS: The five chairs of the Public Relations Sub-committees and any additions as desired by the Past-President.

PUBLIC RELATIONS - Brick

PURPOSE: The Brick is a Club Newsletter which reports the activities of the Club to the Membership. This is a great resource when seeking information of club activities and of the member's involvement.

DUTIES: To collect and report the news of the organization including a write-up of the last meeting and any announcements for which the president may ask. Including member names when appropriate can be helpful for researchers and acknowledges their service.

GOALS FOR THE YEAR: To continue to maintain a beautiful newsletter that provides a continuing record of the activities of the club. And to provide continuing education about the club's missions.

CHAIRPERSON: Tina Sabo email: sabolsweets@gmail.com

LIST OF COMMITTEE MEMBERS: (minimum of two)

PUBLIC RELATIONS – Web-site/Tech.

PURPOSE: This committee is responsible for promoting the Club activities by way of the web. And, to educate the membership and any web seekers about the workings of The Kiwanis Club of Medina

DUTIES: To create and maintain the club web site.

GOALS FOR THE YEAR: To create a web page with our list of committees and with links to the committee's descriptions.

CHAIRPERSON: Nancy Abbott email: nabbott@medinamunicipalcourt.org

LIST OF COMMITTEE MEMBERS:

PUBLIC RELATIONS – Newspapers

PURPOSE: To publicize the activities of Kiwanis

DUTIES: This committee will maintain a contact list of Newspapers and publications to which club activities and accomplishments can be sent.

GOALS FOR THE YEAR: To be a resource to the committees for publicizing the many Kiwanis events.

CHAIRPERSON: Tina Sabo email: sabosweets@gmail.com

LIST OF COMMITTEE MEMBERS:

PUBLIC RELATIONS – Home and Flower Show

PURPOSE: The purpose of this Committee is to promote the club by operating a booth at the Home and Flower Show.

DUTIES: To budget for and obtain the space in the Home and Flower Show. To determine a theme and provide tables, chairs, standards, pictures, placards, posters, banners and printed handouts. Also, to man the booth as needed.

GOALS FOR THE YEAR: To spread the Kiwanis story and search for prospective members.

CHAIRPERSON: Jim Haymond email: liberty_upholstery@msn.com

LIST OF COMMITTEE MEMBERS:

PUBLIC RELATIONS – Club Photographer

PURPOSE: This committee is responsible for taking and archiving pictures as a record of the club events.

DUTIES: Take pictures of club activities, emphasizing that of our members. Properly label and store the pictures for future use.

GOALS FOR THE YEAR: To photograph the speaker each week and provide the picture to the Brick editor for inclusion as required. To photograph members at work and play at each of the club events. To provide individual member photos for inclusion in the Membership Directory.

CHAIRPERSON: Harry Heinly email: hheinly@zoominternet.net

LIST OF COMMITTEE MEMBERS:

MEMBERSHIP DIRECTORY

PURPOSE: The purpose is to provide a membership roster so each member has quick and easy access.

DUTIES: On a regular 2 to 5 year rotation the membership directory will be published after up-dating member's information and adding and subtracting new and departing members.

GOALS FOR THE YEAR:

CHAIRPERSON: Nancy Abbott email: nabbott@medinamunicipalcourt.org

LIST OF COMMITTEE MEMBERS: (minimum of two)

MEMBERSHIP RECOGNITION – Attendance Awards

PURPOSE: To acknowledge members with the number of years of perfect attendance.

DUTIES: Our Secretary will keep attendance at our luncheon meetings of the membership and will recognize those with perfect attendance once each year. When a member helps in any project he/she will be given one meeting credit for each hour of work contributed.

GOALS FOR THE YEAR: To encourage everyone to maintain their perfect attendance by attending all of the meetings and by participating in the many projects for attendance credits.

CHAIRPERSON: Club Secretary

MEMBERSHIP RECOGNITION – Hall of Fame

PURPOSE: This committee recognizes outstanding Kiwanians for their contributions in work and leadership within the Club and in the community.

DUTIES: Each year, sometime in June, July or August, the club president will appoint one person from the membership for a five year term to the Hall of Fame Selection Committee. The Committee will meet and determine who, if any at all, will be viewed as worthy recipients/enshrinees for the “Hall of Fame For Medina Kiwanians”.

The number of enshrinees who can be selected for any given year can range from none (0) to three (3). Each candidate must have at least 10 years of Kiwanis membership and must be unanimously approved by the selection committee members. This is the highest honor that any club member can receive from our club. An appropriate HOF Plaque is provided as well as their name engraved on the permanent club plaque.

GOALS FOR THE YEAR: Complete the above tasks with timeliness, secrecy and honored dignity. Make sure that all selection committee members are, or have been, appropriately trained and informed as to the selection process and criteria. Age, health and timeliness may be additional considerations when multiple members may appear to be equally qualified for inclusion in the Hall. These generally isolated circumstances are not covered by written by-laws or selection rules but have always been discussed and selectively utilized in the selection process. When a member is to be recognized it shall be in mid-September.

CHAIRPERSON: Linda Hoffmann for year 2014-15
Anna Slepecky for year 2015-16
Richard Dirham for year 2016-17
Joan Rundle for year 2017-18
Curtis Perkins for year 2018-19

MEMBERSHIP RECOGNITION – Legion of Honor

PURPOSE: This committee recognizes member longevity beginning with 25 years of Membership in Kiwanis International.

DUTIES: The Legion of Honor status was created by Kiwanis International in 1945 to recognize those members who had exhibited longevity as Kiwanis club members. Therefore, beginning with 25 years of Kiwanis club membership, members are recognized as “Legion of Honor” members. They are provided with a Rhodium pin with the number “25” on it. Then, each five years following (30, 35, 40, etc.) the Legion members are awarded an additional Rhodium Lapel pin with the member’s most current number of years’ membership displayed. At each of these five year intervals the Legion member is also provided with a certificate from Kiwanis International (purchased by each club secretary) with the member’s name, number of years of service and signed by the club president and club secretary.

GOALS FOR THE YEAR: Make sure that every deserving and eligible Legion of Honor club member is recognized for their five years with distinction and provided with his/her appropriate pin and certificate. Also, maintain an ongoing list of members who will become eligible for “Legion of Honor” status for each of the next 5 to 10 years. These awards shall be made in mid-January each year.

CHAIRPERSON: Terry Shuman email shute65@yahoo.com

LIST OF COMMITTEE MEMBERS: (minimum of one)

Membership Recognition - Kiwanis International Foundation Awards Committee

Adopted July 2015

PURPOSE: The Kiwanis International Foundation (KIF) administers various Fellowships that it awards as a way of recognizing people or clubs who have contributed significantly to Kiwanis' history of generosity. Fellowships are awarded based strictly upon the amount contributed to KIF. It is important to note that KIF bestows many forms of recognition, such as Founders Circle (\$25,000), the Tablet of Honor (\$2,000) Zeller Fellowships (\$1,250) and George F Hixson Fellow (\$1,000) to name just a few. Clubs that contribute funds to KIF may designate the recipient of the fellowship for which the club's contribution qualifies.

DESCRIPTION: For years the Kiwanis Club of Medina (KCOM) has been donating to KIF Fund. In recent years the donations to the KIF from our Club were specifically directed towards the 'Iodine Deficiency' fund and most recently towards the 'Eliminate' project. Each donation of \$1,000 qualified our club to receive a Hixson Fellowship medallion which the club in-turn awards to a deserving member.

Any of the KIF forms of recognition shall be handled in the following way. Should the KCOM Board authorize a contribution to KIF that qualifies for a Fellowship award, this committee may select and present the award/s at a regular Club meeting. The decision to acquire any KIF award by the Club must be approved and budgeted for by the KCOM Board of Directors before the KIF Awards Committee may select a candidate(s) for the award.

SELECTION CRITERIA: 1) the proposed honoree must be in good standing with the Club during the year he/she receives the award; 2) there is no minimum club membership duration requirement, however, the recipient must be an active participant in the Club's meetings and activities; 3) the committee should give consideration to those members of the Club's Hall of Fame (HOF) who have not otherwise received a KIF award; however, it is not a requirement that HOF members receive a KIF fellowship award before other club members are considered; and 4) a member who has received a Club awarded KIF fellowship is ineligible for any more club bestowed KIF awards.

COMMITTEE STRUCTURE: The Kiwanis International Foundation Awards Committee shall be composed of three members: the President Elect, who shall serve as chair and maintain the committee's documentation. There shall be two additional members, each appointed for a two year term on a rotating basis. Each year in June the current president shall appoint one new member for a two year term. The President's appointee shall have received a KCOM bestowed KIF award prior to his or her appointment.

GOALS FOR THE YEAR: To select deserving members to receive Kiwanis International Foundation Fellowships as authorized by the Board of Directors.

CHAIRPERSON: President Elect – Keith Dirham 2014-15

LIST OF COMMITTEE MEMBERS:

Two year appointment 2014-16 - Nancy Abbott – Appointed by Dale Weygandt – Full 2 yr. term

One year appointment 2014-15 – Bill Young – Appointed by Dale Weygandt – Half term

MEMBERSHIP RECOGNITION- Kiwanian of the Year and Nose to the Grindstone

PURPOSE: This is a way to recognize people in the club for their great contributions during the year.

DESCRIPTION: These two awards are considered as Presidential discretionary awards. At the close of the Kiwanis year the currently serving President of the club is entitled to designate whomever he/she wishes to receive either to both awards. These awards have no established criteria nor do they require board approval; yet their names suggest some level of accomplishment by the recipient. The Nose to the Grindstone plaque is held by the recipient during the ensuing Kiwanis year and delivered to the succeeding recipient the following year. Any gift/memento given to the Kiwanian of the Year is paid for from club funds budgeted for by the Board. The President is not obligated to bestow either award on any member.