## Leading the "Fun! Planning Guide for Club Officers



## An Educational Initiative Report of the NEW ERA COMMITTEE

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## PLEASE READ THIS ©

## Above all Gyro Club Officers have the responsibility to create a fun and interesting experience for members.

## This requires creativity, leadership, planning and a joyful execution of meetings and events. This report is an attempt to help you do just that.

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This report is an Educational Service of Gyro International This report was written and compiled by Timothy W. Wright, Sr. Ed.D. with portions written by PIP Larry Duba and Randy Tarrier.

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## 1. Save Reading Time © Do This Stuff REALLY Well

The Rest of Your Leadership Year "Will be a Lark"

## In a Nutshell

- You are the Face of the Club...Act like it; be a friendly positive force creating a fun atmosphere
- You are a club leader, a model. Practice good leadership (See ideas in this report.)
- Create an excellent and interesting meeting and couples events schedule.
- Build in lots of fun fellowship, and networking.
- Publish the meeting/event schedule at least six months in advance, a year if possible.
- Inclusion is a "Magic Elixir." - Involvement, participation, and influence does motivate.
- Respect their preferred level of involvement.
- Give everyone at least responsibility to plan/execute one event.
- Give recognition and thanks
- Treat each Gyro as an individual. Seek/value their input
- Use the GI website. It has excellent information.
- Periodically try to discover club needs and wants with a club assessment. After that provide what's needed.

Are you providing enough high quality fun events?

Communicate, and often!
Remind, remind, remind

Involvement!!!

Appreciation is always well received.

## Value individual relationships.

- Other GI reports that may help: The Gyro Party Fun Cookbook. 271 Ideas $\Theta$, , Membership Strategy for Gyro Sustainability, Reinforce Gyro's Positive Image


## 2. Practice Leadership Fundamentals

Leading a Club is a Lot MORE Difficult than Believed

## Leadership is a PROCESS OF INFLUENCE

LEADERSHIP - Influencing_people to meet goals
MOTIVATION - Providing the reasons to meet goals MANAGEMENT- Coordinating resources toward goals (Planning, organizing, executing, supervising, controlling)

Leadership is earned. Club volunteers allow you to influence them. Club volunteers have the ultimate trump card, withholding their support without personal consequences. In effect, this is leadership without leverage or power.

Leaders create environments where Gyro's become internally motivated. They do not command.

In groups of volunteers, power does not emulate from position. Leader "authority" comes from:
(1) Relationships
(2) Mutually shared values, rooted in member needs \& wants. This combination causes members to follow and participate.

Leaders must create relationships. Be a friend, mentor, helper, coach for members, AND spouses.

Credibility is a prerequisite to leadership. (e.g. honesty, forwardlooking, inspiring, competent)

Be a role model in behavior, reputation, and appearance.
Positive and friendly approaches are essential. It is very difficult to scold people into enthusiastic, outstanding volunteer participation.

Leadership must be both task and people oriented. Have a detailed plan of action with rationale. Don't neglect relationships. Emphasize status/recognition, getting things done, and technical data, all of importance to different personalities.

Be enthusiastic if you expect others to be enthusiastic. Be a cheerleader for your ideas.

To motivate, provide reasons to act.

## Leadership is earned!!!!!!

Please see the GYRO FUN PARTY COOKBOOK - 271 IDEAS.

Are you providing enough high quality fun events?

How involved are spouses and partners?

## Your behavior influences club image.

Positives...not scolding.

## Cheerleading

What is your leadership plan? Your style?

Advocate "good stuff." Have a vision!! New fun things!! Gyros need to feel they are participating in something worthwhile.

Your fellow members have placed confidence in you to lead, assuming the behaviors above. What's your plan?

## 3. Peter Drucker on Leadership

Leaders like yourself fill the Gyro ranks. No doubt you've heard a lifetime of "good" leadership ideas; do this, don't do that. Publishers say leadership trade books rank as top sellers. Yet as you think about your Gyro leadership position, it might be wise, and fun too, to ponder a few selected ideas from perhaps the greatest $20^{\text {th }}$ Century business mind, the incomparable Peter F. Drucker.
*There is only one valid purpose of a business: to create a customer.
*Because the purpose of business is to create a customer, the business enterprise has two---and only two---basic functions: marketing and innovation. Marketing and innovation produce results; all the rest are costs.

Only the customer can truly define what quality is.
The best way to predict the future is to create it.
Stop doing what made you successful.
What everyone knows is usually wrong.
There is no such thing as successful laissez-faire leadership.
Rank does not confer privilege or give power. It imposes responsibility
Effective leadership is not about making speeches or being liked; leadership is defined by results not attributes. Manage by results.

Unless commitment is made, there are only promises and hopes...no plans.
Good intentions count for naught.
You set the example.
Power comes from integrity.
Recognition for good work is desired and deserved.
Research please, and watch your assumptions.

For Gyro club leaders, members are their "customers."
*It's been 60 years since Drucker wrote perhaps these two, his most famous quotations.

## And selected quotes.

Drucker's ideas challenged generations of leaders to rethink their actions.

Try to relate his ideas to the current Gyro situation.
**Drucker urged his students to heed these valuable lessons - Never stop learning. Think and ask questions.
**Never stop learning. **Think and ask questions.
Primary Source: William A. Cohen, The Practical Drucker. Applying the Wisdom of the World's Greatest Management Thinker, AMACOM, 2014.

## 4. Okay, Some Theory (You've likely seen it.) 3 Models for Influencing Behavior Change

How do we change someone's behavior? Ultimately improved motivation leads to changed behavior (we hope) One of the more popular models that attempts to explain this in a simple way is this three-step process. A rationale can be made for each threestep sequence.

| KNOW | (Cognitive) <br> FEEL | Information and experience leads to: <br> (Affective) <br> DO |
| :--- | :--- | :--- |
| (Behavioral) | Taking action precede: |  |
| FEEL | (Affective) | Emotions are stirred first |
| KNOW | (Cognitive) <br> (Behavioral) | Leads to seeking information and experience. <br> Action taken |
| DO | (Behavioral) | A club visit, sample experience, a demo. |
| DO | (Affective) | Leads to emotional satisfaction |
| FEEL | (Cognitive) | Understanding that leads to participation. |
| KNOW |  |  |

## 5. The Major Gyro Motivators?

You are on a solid theoretical foundation by providing these motivators.

## FELLOWSHIP (Socialization, friends, and fun - Maslow's social needs.)

This is Gyro's emotional centerpiece - Friends who admire and like each other is necessary for successful clubs. Membership recruitment and retention should target members that fit. Meetings, couples socials, and projects that bring all together is a key leadership task for the club president and officers. In A. H. Maslow's hierarchy of human needs theory, they are called the "social or love" or needs.

## NETWORKING

This should not be forced. However, it is natural for friends to rely on each other for advice, products, and services.

## RECOGNITION

Most club members appreciate being appropriately singled out for various service actions. A wise club president makes this part of their ongoing program of recognition and "atta-boys." Critical to a good program are end of the year awards, for individuals and the club. Recognition is important because:

- Encourages Gyro's to continue participating
- Thanks members for their work
- Motivates others to serve and contribute
- Serves as a sign of appreciation
- Provides positive feedback


## COMMUNITY SERVICE (For a few Gyro clubs)

for your Gyro club?

KNOW, FEEL, DO

FEEL, KNOW, DO

DO, FEEL, KNOW

## Gyro's emotional

 centerpiece fellowship.Gyro can appeal to the two of $A$. $H$.
Maslow's "higher order" needs:

Social (Fellowship, networking, the "love needs."),

Achievement
(Recognition)

Give everyone a job!

> A great idea!!......
> Each member, or a small group of members, take responsibility for ONE annual party or event. They handle
> promotion, execution, and clean up. They meet several times on the lead up to the party. Great fun!

## Another great idea!!

Assign GREETER(S) Or couple(s)
for each meeting. Personalize our
"Hello Gyro" motto.

Maybe the best idea.. Have all members
"bring at least one friend to Gyro" sharing an
outstanding event.

Most Gyro clubs do not conduct service projects, even though that was very much a part of Gyro Club origins. Because clubs are organized locally, it is natural a community need might surface as a focal point for some clubs. Clubs conduct building projects, provide awards, finance worthy causes, or any number or admirable actions.

## 6. Motivating Members - Inclusion!!! Participation, and Influence

Inclusion seems to be a "magic elixir" for creating fellowship and a family feeling. Exclusion is a sure way to chase off members.

Let them serve!! Give everyone a job (especially newer members) Ask their advice. Value their input

Members should feel like they are needed and wanted. The best way to do this is have members participate, be involved in specific valuable actions, particularly in an area of interest to the member.

Participation does not have to involve an extensive commitment. It can involve small but important jobs. Each President should establish individual priorities. Be creative!

## Some Ideas for Valuable Participation

- Be in charge of a meeting or couples social.
- Be a greeter for a meeting or event.
- Based on the member expertise, ask for advice.
- Make recommendations for social events
- Help the membership committee
- Assemble various types of club newsletters. Make suggestions.
- Be a newsletter editor.
- Visit other clubs, district meetings, bring back ideas
- Volunteer to host an event, either at their home or a venue.
- Organize name badges and recommend changes.
- Part of a panel for a speakers program
- Ask they recommend a new member, help with orientation
- Conduct a club survey of needs of members.
- Help conduct a community needs assessment
- Create a "greeters" list.
- Create an email distribution list of Lady Gyros (i.e. "Gyrettes")
- Recommend new event venues. Provide details.
- Learn and understand the Gyro International funds.
- Establish a mentoring program for new members.
- Make recommendations for spouse involvement
- Evaluate funds usage for donations to club community projects
- ....and more!!



## 7. Motivating Members -A Case for Recognition

Importance of saying thanks: Club leadership should not discount the importance of internal marketing. First, to make the club experience exceptional. Second, be certain that members are recognized for positive actions and awards. Third, to arrange for a formal award ceremony perhaps part of the Installation banquet or the club "signature" event.

Who should present awards: Ask the Governor or Lt. Governor. Naturally the club president is a key person.

For modest members: Some Gyro's do not prefer the limelight. They believe their participation is reward in enough (time, money, tangible gift). Yet most Gyros appreciate recognition for their efforts and contributions.

## INFORMAL - Saying thanks to individual members:

- An immediate and simple thank you
- Use their names in meetings
- Use of name in newsletter and website
- Photographs in communications and website
- Praise-Tell people how good you feel about what they did right and how it helps the organization and the other people who work there. (Blanchard \& Johnson, The One Minute Manager)
- Face-to-face meetings and informal chats, club meetings
- Phone calls, letters, emails
- A private dinner, lunch, golf outing, tennis match, play, ball game
- Invitation to a dinner party
- Material gifts (e.g. food, sweatshirts, flowers, apparel, coffee cup, etc.)


## FORMAL - For Individuals

- Member of the Year (District, club)
- District and International usually provide recognition in the form of pins, medals, certificates, trophies, for awards. See the Gyro International website for ideas.
- Silly trophies and clothing (in keeping with the fun).
- Honorary Membership
- Customized apparel or jewelry
- Individual awards by the club for everything from service to golf.
- Committee chair or appointment
- Donations in their name. Some clubs donate money as a service award.

Say thanks for a job well done.

List ideas that make sense for your club?

## More examples?

Bob Nelson presents many ideas in his 1001 Ways to Reward Employees, Workman Publishing, New York, 1994. There are hundreds of ways and types of awards and rewards. We recommend a Google literature search.

See the GI website for awards that can be purchased. 8. Quality Club Experiences, in Member Terms

Quality perception of the club experience is critical to motivation. If a member's perception of important aspects of the club experience is poor, it isn't likely they will be motivated or remain a member.

Have you taken a careful and objective look at the following?

- Interesting and innovative meetings and social events
- "Quality" of fellow members
- Presidential leadership
- Fellowship and fun at all meetings \& events
- Couples events - "date nights"
- Club communications
- Meeting locations \& venues
- Organization of club activities, orderliness
- Involvement with Gyro District, International
- Club Board activities in support of the club
- Member retention and growth
- Hard evidence of growth, stagnation, or decline (e.g. attendance, membership, participation, etc
- Service projects (if any)


## 9. A Club Assessment

You never know what really motivates anyone, only what they respond to (e.g. incentives, experiences) and seem to value. These things you can measure. To be sure this is a complicated subject. Doubtless it is far beyond the capacity of any club leader to make a precise assessment.

However, serious leaders can make "educated guesses" based upon analysis using the following methods.

The best market research is behavioral. Nobody ever "speaks" more loudly of their values than what they do and what they spend their money on. Therefore, your first stop should be to look at the numbers, by individual member if possible. Also see the Trouble Shooting Guide

What is member perception of the club experience?

Rate each:
A - Outstanding, what keeps members talking!
B - Good, not great
C - Mediocre, nothing special, needs upgrading D - Poor, a major club improvement issue F - Awful, a failure by any standard.

Evidence: Your first step should be to look at the numbers.

You never really know what motivates anyone, only what they respond to and value.

The best research is behavioral - what someone DID, not what they said.

## 10. BEFORE TAKING OVER, REVIEW THE PRESIDENT'S CHECKLIST

Please note: This is merely a SUGGESTED LIST, a first step. Add, delete, rearrange, prioritize TO FIT YOUR CLUB and do whatever you want with it!!! It is based on a similar list used in the Painesville Gyro club.

## BEFORE PRESIDENTIAL INSTALLATION

1. Meet with club president to review these items.
2. Complete your personal club assessment. Identify club needs and issues, if any.
3. Confirm secession plan of officers and committees.
4. Draft tentative annual club meeting and couples events
5. Confirm or recruit volunteers for summer picnics (i.e. garden parties).
6. Identify committees and your advocates, the men who will support your actions.
7. Lay out your tentative annual plan of action including innovations based on club values and needs.

## ASAP AFTER THE INSTALLATION DINNER

8. Meet with the Executive Board
9. Share/enthusiastically present your president's goals/objectives with Board, obtain approval.
10. Review Budget
a. Remaining discretionary funds
b. Summarize outstanding invoices and member dues outstanding
c. Discretionary funds to be distributed, event buy-downs, emergency fund.
d. Set member billing dates, inform treasurer
e. Review due dates for GI invoices
i. International @ \$60 per member
ii. District @
f. Decision on whether to raise dues (very low priority)
11. Establish Committees
a. Master list of committees
b. Membership Committee (composition mandated in Bylaws)
i. Retention strategies
ii. Recruitment plan
c. Webmaster-Electronic communication
i. Possible expansion of website
d. Bar \& bartenders
e. Publicity (e.g. Local media, Gyroscope, photos, etc.)
f. Event Coordinators
i. Anniversary Dinner
ii. Christmas Gathering
iii. Picnics
iv. New special events
v. Election night
vi. Installation Dinner
12. Location
13. Awards
14. Contact District Governor to attend
vii. Assign coordinators to other events?
15. Confirm the Meetings and Event Schedule
a. Fill open dates, if any.
b. Insert District 1 (Interim, Convention) and Gyro International events (Interim, Convention)
c. Confirm joint club events.
d. Design flyer, email schedule to membership
e. Place on website
16. Report new officers to Gyro International Home Office.
17. Update roster, email to membership
18. Check name badges, update-order from GI
19. Schedule combined meetings of Past Presidents and Board
a. September (establish event schedule plus pending items)
b. January (Recommend president, board, plus pending items)
20. Gyro International Communication
a. Report new officers to GI (already completed)
b. Visit Gyro Home Office, meet Shirley, Gloria. Learn about services.
c. Plan PR releases and photos to be forwarded to Gyroscope
d. Contact District Governor \& Lt. Governor, plan for:

- Club visits
- Information and coaching
e. Club participation in District and/or GI meetings, promotion

18. Special event checklist
a. Establish Chairman
b. Confirm date
c. Menu
d. Promotional flyer
e. Immediately formally invite GI officers, especially the GI President and Secretary- Treasurer, plus District Governor, Past District Governor, etc.
f. Printed program
g. Entertainment: pianist, power point, speakers
h. Photographer
19. ADD YOUR CLUB ACTIVITIES

A FINAL SUGGESTION....PLAN EARLY \& OFTEN ©

## 11. 40 Smart Ideas for NEW Presidents

Please consider the following as strong recommendations for your Presidential year. These suggestions are based upon proven strategies and techniques to create an outstanding club.

## New Presidents Should:

1. 
2. Give it your best. Invest considerable time and effort.
3. 




Understand the roles and responsibilities of being club president
6. Be innovative. Don't let the "naysayers" (negative thinkers) hold you back.
7. Have a shared sense of purpose with your club.
8. Focus on a few excellent outcomes. Don't do many things poorly.
9. Keep meetings fun, informative, and well organized.
10. Pick great committee chairs and members, who advocate of your vision.
11. Educate and motivate your team.
12. Be a role model. (What you say and do. How you look.)
13. Maintain a warm and friendly demeanor.
14. Strengthen your club with friendship.
15. Make members feel welcome. Try greeters for your meetings.
16. Make members feel important. Involve them on important matters. Praise them and give awards at the end of the year.
Give everyone a job. Encourage member participation.
Involve spouses or partners in club activities
Be responsive to members. Ask members to identify their priorities, needs and wants.
Retain great members as a first priority. Recruitment should be second.
Insist on adding a few high quality new members.
Don't criticize. You cannot scold people into spirited friendship.
Make the member induction ceremony dignified, special, and maybe a bit humerous. Consider using the recommended language from the district.
24. Make the new president and board induction ceremony dignified but with a bit of humor.
25. Club appearances count! Look at your meeting location and materials as a prospective member. Are they up to standards?
26. Remember that internal PR is more important than external PR. Do members know and enthusiastically support your program?
27. Help the Governor by completing requests for information. Please respect his/her time by being timely and returning messages promptly.
28. Send in all Gyro reports on time. Make no exceptions. It's your responsibility.
29. Use a club website and encourage electronic communications.
30. Have a great bulletin or newsletter. Consider emailing it.
31. At minimum, consistently publish event dates and details
32. Inform members the couples who plan to attend events.
33. Ask your Governor for advice and counsel.
34. Have a club membership roster. Revise it annually, or quarterly, then share it with the club.
35. Learn from other clubs.
36. Learn the particulars of the Gyro International funds.
37. Take advantage of District training and materials.
38. Send representatives to all district sponsored meetings.
39. Consider adding the following chairs (if not active): membership, webmaster, bulletin, speakers, entertainment.
40. Establish a program of recognition, especially end-of-year awards

## 12. PIP Larry Duba's TROUBLE SHOOTING GUIDE: EXPANDED DIAGNOSTIC TOOL

| \# | PROBLEM | POTENTIAL CAUSES | POSSIBLE SOLUTIONS |
| :--- | :--- | :--- | :--- |
| 1 | Lack of <br> Attendance | Illness | Get Well Card, Hospital visitation |
|  |  |  |  |
|  |  | Conflicts | Lack of interest - boring <br> meetings |
|  |  | Try a year with a variable schedule, some meetings in <br> the evening, some at lunch. |  |
|  |  | Add speaker of interest. |  |
|  |  | Consider change of venue. <br> Consider Biweekly dinners with monthly business <br> meeting. |  |
|  |  | Create an annual calender with as many members as <br> possible. It gives everyone a chance for input. Set a <br> "Special" meeting date and have everyone come <br> prepared with ideas they see in news papers or from <br> TV. Try to stay away from repetitive events such as <br> lunches. |  |
|  |  | Be enthusiastic (Develop skits and themes for <br> gatherings.) |  |
|  |  | Increase the number of social events. Have Mystery <br> Trips, Car Rallies, and/or Guess Who's Coming to |  |
| Dinner (See Note 1.) |  |  |  |


|  | of members. | basis. | the month of October. Invite potential members to fun activities during the year. |
| :---: | :---: | :---: | :---: |
|  |  |  | Recruit younger members. |
|  |  |  | Get the younger members of the club active in the planning of meetings, and bringing out their friends. <br> (Bring a Friend Program) |
|  |  |  | Start a second (or third) generation of Gyros, contact sons of former Gyros, and have a special event with father and son meeting. |
| 3 | Decline in number of members. | Attrition, due to death. | Natural event and best reason for developing new members. |
|  |  | Lack of new prospects at meetings | Educate members that the health of the club is dependant on growth. Let them know that they can invite interested people who they may not have known for a long period of time. |
|  |  |  | Conduct an Extended Family Membership activity (Father and son as well as Father In Law and Son In Law) |
|  |  |  | Create a target list of prospective members. Have each member provide one to three names. These can be given to a Membership Chairmen for additional communications with with prospects. |
|  |  | Member moves to another geographical area. | Not necessarily a loss to the organization. |
|  |  | Lack of exposure and involvement in the community | Have club members decide on a project that will help the community, be successful and provide positive advertising. This can increase the interes of nonmembers in the group and perhaps motivate them to join Gyro. |
|  |  | Member may not have oriented properly as to what Gyro is really all about. Some may think it is a golf club and drop out after they find out that this is not what Gyro represents. | When a prospective member is informed about Gyro, they need to be told truthfuly about our Fraternity of Friendship. They should be told that there are great opportunities to travel and meet new friends and enjoy reunions with former friends. They also get to see parts of our two countries that are beautiful. They need to be told what demands might be placed on them and what our expectations may be. |
|  |  | Member decides to drop membership. | Club President and other club members need to determine the exact causes through an exit interview. It may be possible, through this discussion or with an agreement to make needed changes to possibly change the members mind. |
|  |  | No advertising by news papers, website, or word of mouth | Include information in local newspaper, websites about the club. Talk about the fraternity of friendship with all good prospective members. Aggressive promotion via Social Media |
|  |  | Lack of active Gyrette | The Gyrettes have many contacts in other clubs who |


|  |  | Club | they can invite with their husband to attend Gyro functions and eventually join Gyro. Keeping the ladies active helps in the level of enthusiasm for everyone. Make sure Gyrettes are active and engaged. |
| :---: | :---: | :---: | :---: |
|  |  | Club officers are not in touch with the wishes of the members. | Conduct membership surveys every two to three years. |
|  |  | See Category 1 - Lack of Interest in club activities triggers resignation | Addressed in Category 1 |
| 4 | Lack of members willing to serve as officers. | Perhaps new members have not been added to the club on a regular basis. | Adding new members provides opportunities for developing these members as potential leaders in the various offices of each club. When looking for new members, try to identify "Do-ers" versus "Followers" especially if new members have not been added for a great length of time. |
|  |  | Members might feel that the position is too demanding. | Educate the members about the duties of each officer position. In some cases, an assistant might be appointed so that there is a back up as well as additional help. |
|  |  |  | Limit the number of "executive" meetings. Make the officers meeting prior to regular meeting so that the officers don't have to spend extra time. |
|  |  |  | Budget for perks for the officers, such as paying for part or all of attendence at District or Intl conventions. |
|  |  |  | Create or emphasize positions requiring lower commitments, as an alternative for members with limited time or for newcomers to "get their feet wet", e.g., Event Coordinator for specific Event(s). |
| 5 | Lack of interesting topics / activities for meetings | Members might feel that organizing an activity is too much work, and that they do not know how to perform this task. | Educate members that each person should help in brainstorming ideas for fun activities during the year. Having two members volunteer to develop and organize the activity is a successful method. It can be fun to work on developing a fun acitivity for both couples, and they get to know each other better as an added benefit. |
|  |  |  | Create a "stockpile" of popular meeting ideas. (This can be shared through the Dist officers training program proposed) |
|  |  |  | The Club President should assign an Activities Planner. |
|  |  |  | The Club President should have a planning meeting for the annual activities, and he should attempt to get volunteers to be responsible for different meetings and events, in order to get different ideas and to split up the workload. |
|  |  |  | Have themes for dinners and parties. |
|  |  |  | Keep the Fun in Gyro! |
| 6 | Lack of members traveling to | The expense of the convention might prevent one from | Convention organizers should try to minimize the overall costs (lodging and registration fees). |


| district and / <br> or <br> International <br> conventions <br> and business <br> meetings. | attending. |  |
| :--- | :--- | :--- | :--- |
|  |  | Clubs could subsidize the cost for members wanting to <br> attend District events, by having 50/50 raffles at <br> meetings, charging \$1 more for dinner, etc. |
|  |  | Budget for some financial support for club and district <br> officers to attend district and international conventions <br> respectively. |

The Trouble Shooting Guide was updated by Randy

## 13. USE THE GYRO INTERNATIONAL WEBSITE Excellent, Loaded With Management Tools and Information

Look at our GI website. If you haven't recently you are likely to be surprised at the wealth of information and data. Okay, take this link and see for yourself.

## http://international.gyro.ws

Interesting wasn't it? The answers to many typical questions can be answered. How to contact your GI and District officers is there too. Just for the sake of this report the following is listed:

- Clubs and Districts
- Awards
- Authority
- Conventions
- Funds (Betterment, Memorial, General)
- The last 17 GyroScopes
- The Gyro Store (Things for sale) - Pins, award certificates, scrolls, placques, signs, trophies, etc.
- Gyro nametags that can be purchased
- Photos
- Club officer job descriptions
- Management Tools - This section has brochures, power point presentations, videos, summaries of GI meetings, new member kit, Facebook tutorial, etc.

INTRODUCTION TO GYRO INTERNATIONAL
"YOU'RE AMONG FRIENDS" BROCHURE
"WHAT IS GYRO"
THE FOUNDERS \& EARLY GYRO
ANSWERING QUESTIONS - SAVANNAH
ANSWERING QUESTIONS - HALIFAX
WHAT DOES INTERNATIONAL DO FOR ME?
VIDEO - "YOU'RE AMONG FRIENDS" (partial clip)
CLEARWATER SEMINAR
FINANCE COMMITTEE - 2012 (NEW)
PROSPECTS LETTER
CLEARWATER SEMINAR
FINANCE COMMITTEE - 2012
FINANCE (DUES) INFO
ROBERT'S RULES
LEW \& TIM SHOW
LEW \& CHRIS SHOW 2014

ACTION PLAN 2012
The CRIS \& TIME SHOW - TEMPE RESULTS
CHECK OUT THE TRAINING PHOTOS FROM TEMPE

There is a lot more so please look it over and share things important to you and your club.

## 14. DON'T FORGET TO APPOINT A CLUB ADMINISTRATOR <br> (To be able to change database information)

Only one person per club can be authorized to make changes in the club's database. i.e. addresses, email, etc.

