

Rotary Club of Wellington

Business Plan for 2009/10



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1. From the President

We joined Rotary as successful people who wanted to put something back into the society that had, generally, been good to us. We understand that other people have not had the advantages that we have had. I am not suggesting that the advantages were necessarily handed to us, the “born with a silver spoon in her mouth” situation.

Largely it is the case that we made our own advantages, but the point is that we were in a position to do so and we understand that being in that position creates in people like us a moral obligation to put something back, the driving force of much charitable effort and I should say, all Service Clubs.

Our motto is “Service above self” and the way we deliver “service” as Rotarians is guided by the four Avenues of Service.

It is as well to look at ourselves from time to time, to check that we are doing things as we would wish we were.

I then turn to examine how we shape up in the light of the four Avenues of Service.

The first Avenue is CLUB SERVICE. This emphasises the importance of good fellowship in what we do, and the function of the meeting as the primary opportunity for fellowship. Club Service ensures the smooth functioning of the Club, and of the meetings. Our meetings work well due to the faithful attention each week of the Club Service Committee led by Colleen Singleton.

The second Avenue is VOCATIONAL SERVICE. Our Vocational Service Committee under the leadership of Ken Fink-Jensen does very good work; our relationship with Victoria University of Wellington Skilled Migrants Programme is highly valued.

We provide inspiration and an opportunity for recognition via the Sir Roy MacKenzie School Leaders Lunch held in the Banqueting Hall in the Beehive at the invitation of our Honorary Member, Grant Robertson.

But VOCATIONAL SERVICE in the Rotary sense means more than such good works. It includes the idea that Rotarians serve the community through their callings and their aspiration to high ethical standards. By their example they try to provide inspiration to the people they deal with.

COMMUNITY SERVICE is the third Avenue and encompasses the local community projects we are involved in, such as support for the Kirkcaldies Street Party, tree planting, Friends of Refugees as Survivors, to name but a few.

The fourth Avenue is INTERNATIONAL SERVICE and our Committee has the leadership of Marta Mager. We have made a donation to the Rotary Club of Lautoka, Fiji, “Rotahomes” programme and plan to send a Fourth Avenue in Motion Team to Fiji to render practical assistance to that Programme. We have sent money for mosquito nets to a village in the Solomon Islands, and we support health initiatives in Papua New Guinea. In October we donated \$2,000 to the Rotary Club of Apia, Samoa, for tsunami relief, and we purchased a complete Shelter Box.

I think that we can say that we perform well in all of these required areas and I look forward to our year of SERVICE ABOVE SELF.

Stephen Brown
President 2009-2010

1.1 Development of the Rotary Club of Wellington Business Plan

During the 2009-2010 Rotary year the Rotary Club of Wellington embraced the Rotary International Business Plan model. As part of the Club's history, we are retaining Past President Anthony Scott's foreword to the 2008-2009 Business Plan:

The Rotary Club of Wellington is an organisation that's all about people working together to help others - while enjoying the company of members in the process.

For over 80 years we've been active in the foundation of Wellington's community with highly successful fund-raising and community development initiatives. Each Club member has the opportunity to contribute their specific talent and expertise to further the causes we select.

The Rotary Club of Wellington was established in 1921, the first Rotary club in New Zealand. The foundation of our work is to provide service to build stronger, better functioning communities, in Wellington, New Zealand and in neighbouring countries.

With around 150 members, our membership comprises a wide range of people and professions, with an equally diverse range of backgrounds and personal interests. They work in the top levels of small business and large enterprises, for the private and public sectors. Many are also members of professional and community boards and committees.

Rotary International provides guidance as to how to Rotary clubs can organise themselves successfully. In part of this relates to The Club Leadership Plan, of which a key tenet is continuity in planning and management. Various Presidents and Board members of RCW have noted management of the Club's business has particular challenges for our club given its size and complexity. To assist with continuity from 2008/09 to 2009/10 I thought it would be useful to develop a Business Plan for the Club. The fruition of that thought comes rather late in my year as President after a very busy year.

The RCW Business Plan for 2008/09 was provided to the combined meeting of the outgoing 2008/09 Board and the incoming 2009/10 Board, to provide a record of the Club's work and decisions in 2008/09. I offer this to assist the incoming President and Board to plan for 2009/10 and to take the leadership of our Club to the next level.

*Anthony Scott, President 2008/09
July 2009*

2. THE ROTARY CONTEXT FOR RCW

2.1 The Object of Rotary

The Object of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster:

- **FIRST.** The development of acquaintance as an opportunity for service;
- **SECOND.** High ethical standards in business and professions, the recognition of the worthiness of all useful occupations, and the dignifying of each Rotarian's occupation as an opportunity to serve society;
- **THIRD.** The application of the ideal of service in each Rotarian's personal, business, and community life;
- **FOURTH.** The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

2.2 Avenues of Service

Based on the Object of Rotary, the Avenues of Service are Rotary's philosophical cornerstone and the foundation on which club activity is based:

- **Club Service** focuses on strengthening fellowship and ensuring the effective functioning of the club.
- **Vocational Service** encourages Rotarians to serve others through their vocations and to practise high ethical standards.
- **Community Service** covers the projects and activities the club undertakes to improve life in its community.
- **International Service** encompasses actions taken to expand Rotary's humanitarian reach around the globe and to promote world understanding and peace.

2.3 The Four-Way Test

Of the things we think, say or do

1. Is it the **TRUTH**?
2. Is it **FAIR** to all concerned?
3. Will it build **GOODWILL** and **BETTER FRIENDSHIPS**?
4. Will it be **BENEFICIAL** to all concerned?

2.4 Mission

The mission of Rotary International, a worldwide association of Rotary clubs, is to provide service to others, to promote high ethical standards, and to advance world understanding, goodwill, and peace through its fellowship of business, professional, and community leaders.

2.5 Diversity and Rotary

Rotary International recognizes the value of diversity within individual clubs. Rotary encourages clubs to assess those in their communities who are eligible for membership, under existing membership guidelines, and to endeavour to include the appropriate range of individuals in their clubs. A club that reflects its community with regard to professional and business classification, gender, age, religion, and ethnicity is a club with the key to its future.

2.6 Moving toward the future

In 2001-02, Rotary International began developing a strategic plan to guide the organization as it entered its second century of service. In June 2007, the Board of Directors approved the Rotary International Strategic Plan 2007-10, which identifies seven priorities:

- Eradicate polio.
- Advance the internal and external recognition and public image of Rotary.
- Increase Rotary's capacity to provide service to others.
- Expand membership globally in both numbers and quality.
- Emphasize Rotary's unique vocational service commitment.
- Optimise the use and development of leadership talents within Rotary International.
- Fully implement the strategic planning process to ensure continuity and consistency throughout the organisation.

The Avenues of Service and the Club Leadership Plan are set out by Rotary International as the foundation for an effective club. It is expected that clubs will:

- support the Rotary Foundation through both financial contributions and programme participation
- develop leaders capable of serving in Rotary beyond the club level.

3. RCW CLUB LEADERSHIP

1. The Club's meetings, fellowship and service and charitable activities are organised by a leadership group comprising the President, President-elect and a Board appointed by the President.
2. The RCW Board for 2009/10 comprises:
 - President and Chair of the Board – Stephen Brown
 - President-elect and Chair of the Club Services Committee – Colleen Singleton
 - Immediate Past President – Anthony Scott
 - Vice President – Russ Ballard
 - Treasurer – Wayne Morgan
 - Club Secretary – James Austin
 - Community Service Committee Chair - Karen Thomas
 - Fellowship Committee Chair - John Rowe
 - Fundraising and Finance Committee Chair – Peter Lawson
 - International Service Committee Chair – Marta Mager
 - Membership Committee Chair - Tony Gibson
 - Publicity & Promotion Committee Chair - Elizabeth Griffin
 - Vocational Service Committee Chair - Ken Fink-Jensen
 - Youth Service Committee Chair – Grant Foggo
 - Executive Secretary – Marion Patchett
3. The Club established the Rotary Club of Wellington Charitable Trust to distribute funds raised by the Club for charitable purposes. The President appoints the Trustees.
 - RCW Charitable Trust Chair – Denis Kirkcaldie
4. The Club retains relationships with a number of organisations that it helped establish or develop, or that were endowed by past members. For some of these entities the Club appoints or contributes trustees, board members, mentoring, expertise, networks, profile raising and sometimes fundraising. In this regard the President appointed the following members for 2009/10:
 - John Illot Charitable Trust, Trustees – Stephen Brown (Chair) Anthony Scott, Colleen Singleton
 - JR McKenzie Trust, Trustee - Tricia Walbridge
 - J R McKenzie Youth Education Fund, Chair - Ken Fink-Jensen
 - Friends of Refugees as Survivors, Chair – Helen Algar

5. The life of the Club comprises both its activities as a Club and its service and charitable activities. Charitable and service activities are undertaken through the activities of the Committees, members' involvement in these, and by service as appointees on trusts and other entities relating to the Club.
6. RCW is larger than some other Rotary clubs and has chosen to allocate its members to a greater number of committees than some clubs or the Rotary International Club Leadership Plan.
7. These activities are described in the following sections:
 - Club Operations
 - Club Operations
 - Fellowship
 - Publicity and Promotion
 - Club Service Activities
 - Fundraising Community Service
 - International Service
 - Vocational Service
 - Youth Service
 - Related Trusts and Bodies
 - RCW Charitable Trust
 - John Ilott Charitable Trust
 - J R McKenzie Trust
 - J R McKenzie Youth Education Fund
 - Bernie Knowles Bequest
 - Friends of Refugees as Survivors.

4. CLUB OPERATIONS

4.1 Club Service (Operations) Committee

The responsibility of the Club Services Committee is to oversee Club Operations and meetings.

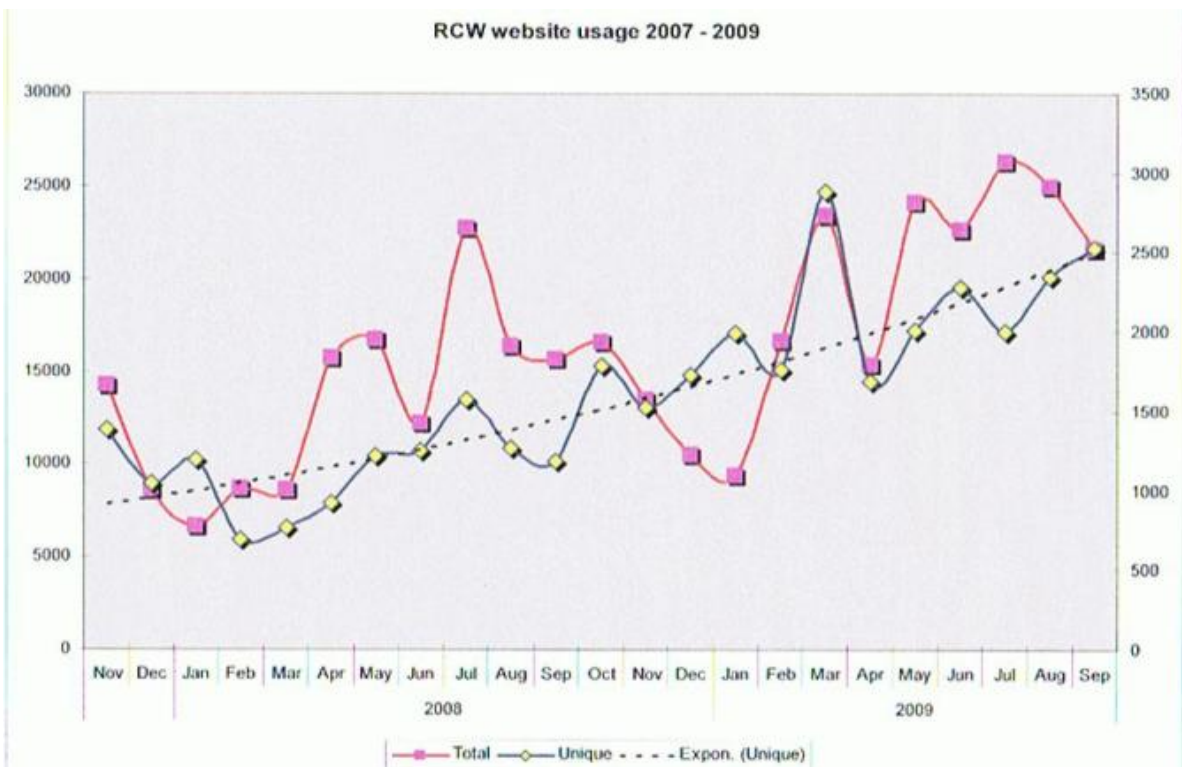
The various aspects of Club operations and those serving in these areas are briefly set out below. The associated expenditure is within the Club Operations Budget.

Chair	Colleen Singleton
Club Secretary	James Austin
Programmeme	Mike Doig, Chair Hewitt Humphrey, Jenny Button, Peter Cullen, Ken Fink-Jensen, Denis McLean
Attendance	Lee Wilkinson (Chair), Peter Halsted, Brian McKeon, Ray Matthews
Introducer/Thanker	Dave Wells (Chair), Peter Halsted
Visitors and Guest Book	Bob Stannard, Chair John Hall, Johnny Johnson
Door Welcoming	Johnny Johnson, Chair Peter Halsted, John Nimmo
Luncheon Arrangements	Grant Uridge, Chair Peter Cohen, Nick Griffin, John Gibbons, Ajay Kumar
Sergeants	David Chapman, Chair Denzil Brown, Tricia Walbridge, Euan Wright
Historical Records	Brian McKeon, Chair
Inductions	Russ Ballard, Chair Stuart Brooker, Beverley Wakem, Ulf Ackeus, Denis Kirkcaldie
Classification	Bob Stannard, Chair, Roger Evison
Music	Richard Norman, Chair
Member Support	George Fairbairn, Chair Peter Lockery, Tony Hassed, John Melville, Sue Paterson
5-minute speaker	James Austin
Treasurer Support	Noel Evans
Auditor	John Cook
Legal	Roger Miller, Ian Lawrence, Peter Cullen
Rotary Foundation	Colleen Singleton (Chair), Ulf Ackeus
District Conference	Colleen Singleton
Club website	Francis Wevers

4.1.1 Website

History and development

- In 2007 the Club invested \$16,000 in the current website.
- Francis Wevers has accepted responsibility from the Board for the website and invests between 4-5 hours per week on this activity. Francis has indicated a willingness to continue with this responsibility until 2011.
- The website is generating approx \$5,000 per annum in advertising revenue.
- Usage of the website has continually increased since launch (statistics attached).
- There are a number of features and functions of the website that are underutilised by the members. Francis Wevers has offered to make a presentation to the club to educate the members.
- The Board is currently evaluating the current website and the future online requirements of the Club.
- It is the Board's intention to develop a strategic plan and budget for the ongoing management and development of the website.



4.2 Membership Committee

Objectives

The role of the Membership Committee is to encourage renewal and growth in the number of members of the Club.

This occurs primarily through:

- promoting the current membership of the Club (as exists from time to time) to consider who might be prospective members
- undertaking the vetting and interviewing of those prospective members
- confirming and supporting the new members
- liaising with the Support Committee in respect of at-risk members

The associated expenditure is within the Club Operations Budget.

Plan for 2009/10

Membership numbers	The Club had 144 members as at 31 July 2009. As at 1 November, it has 152 members
Action Plan	<ul style="list-style-type: none">• Grow membership to 150 (plus 4%)• Reduce resignations by 50%<ul style="list-style-type: none">○ Mentor new members○ Hold new members function and encourage feedback○ Conduct exit interviews• Undertake a membership survey
Member support	Regularly link with the Support committee and provide assistance when required.

2009/10 Chair, Tony Gibson

4.3 Fellowship Committee

Objectives

The objectives of the Fellowship Committee are to promote acquaintance and friendship among the members; promote participation by members in organised Rotary recreational and social activities, and do such work in pursuance of the general object of the Club as may be assigned by the president of the Board.

It is important to have a variety of activities with the intention that all members will find something that appeals and allows greater fellowship and fun outside the Monday luncheons.

Committee members are to take responsibility for the organising of events that they have chosen or have been allocated. They are welcome to enlist the assistance of other members of the club who have expressed an interest or are willing to assist.

A calendar list of events and organisers has been agreed.

Month	Event	2009
9 August	Wine Options	, Wellesley Boutique Hotel
4 October	The Guns of Navarone,	Times Cinema
2 November	Melbourne Cup,	Museum Hotel
	Sunday Brunches	
	Walks/Tramps	
	Note Sunday Brunches and Walks/Tramps to be coordinated.	
	Friday Evening Drinks,	Wellesley Boutique Hotel
	Board Room Functions for New Members	
2010		
February	Wine trip/ Cottier barbeque –	Wairarapa
February	Boating Trip- launch	
March	International Festival Event	
March	Kapiti Island Trip	
April	Four Wheel drive Trip	
May	Billiard Evening,	Wellington Club
May	Visit to Frigate/ Army Vehicles	Trentham
June	Presidents Dinner,	possibly Black Tie
25 July	Wine Options,	Wellesley Boutique Hotel

Budget 2009/2010

The Fellowship activities are to be self funding with the objective of making a small surplus to be used for charitable purposes.

2009/10 Chair, John Rowe

4.4 Publicity & Promotion Committee

Objectives

The objectives of the Publicity and Promotion Committee are:

- To take every appropriate opportunity to demonstrate the work of Rotary to the community;
- To keep the public informed about key Rotary activities and events
- To enhance communication opportunities within the Club and the District.

Plan 2009/10

Collaborative approach with other Clubs	<p>Liaise and coordinate with other Rotary Clubs to promote Rotary events</p> <p>Work with the District Working Group (PR) to promote and coordinate regional and national activities and events</p>
Advertising and promotional opportunities	<p>The DWG (PR) established a one year advertising contract with <i>The Wellingtonian</i> newspaper which ends February 2010.</p> <p>A decision on whether to extend the contract for a further year will be made after consultation with the eleven contributing Clubs in November.</p> <p>Research potential District promotional opportunities</p>
RCW potential events	<p>Skilled Migrants Programmeme /Award - October 2009</p> <p>Vintage Cars, Wellington Ambulance - Feb 2010</p> <p>School Leaders Lunch - March 2010</p> <p>Jumbo Tennis Tournament - March 2010</p> <p>Motorcycle ride, Polio - March 2010 *(District event)</p> <p>Gala Dinner - July 2010</p>
Activities	<p>Review RCW website</p> <p>Review RWC brochure</p>
Media support for events	Media liaison and coordination for major events
'Rotary Down Under' (RDU)	Provide stories to RDU

Budget 2009/10

Income	2,000	Board allocation
Expenditure	600	Wellingtonian newspaper (tbc)
	1,400	Promotions

2009/10 Chair, Elizabeth Griffin

5. CLUB SERVICE ACTIVITIES

The Fundraising Committee undertakes the club's fundraising activities and distributes funds to beneficiaries agreed by the Board or to the RCW Charitable Trust.

The Club appoints members to four Service Committees which organise service activities and the opportunities for members to contribute. Each Service Committee is allocated by the Board a small budget for its activities and can provide small amounts of funding in response to ad hoc requests.

The Committees working in this area are:

- Fundraising and Finance
- Community Service
- International Service
- Vocational Service
- Youth Service

5.1 Fundraising Committee

Objectives

The Fundraising (& Finance) Committee shall devise and carry into effect plans which will guide and assist the members of the club to raise funds to specific external activities which the Board of RCW wishes to endorse/support.

The committee shall develop a strategic plan covering a period of five years and will regularly review progress against the plan. The plan shall be modified as appropriate to ensure the committee is always looking five years ahead.

The Chairman of the committee shall be responsible for the fundraising and financing activities of the Club and shall supervise and co-ordinate the work of any committees that may be appointed on particular phases of fundraising.

The Committee is not responsible for considering or funding ad hoc requests received by the Club. These are referred to the relevant Committee Chair for consideration.

The Fundraising committee have set the following objectives for themselves:

- Identify club member priorities for causes to support.
- Establish multiple strands of income that the club can rely on each year.
- Develop fundraising activities that use the members skills, expertise and networks, but bring funds from outside the club.
- Grow the annual fundraising income to at least \$100,000 per annum over the next three years.
- Create an environment within the club to foster voluntary help from members so that every member is involved in helping with at least one event each year.

Framework for Fundraising over next five years

We are looking to cement in place the current activities in conjunction with Kirkcaldie and Stains (the Street party and the evening shopping), plus build on the initial Jumbo Tennis event so that it becomes an annual event capable of generating \$20,000 pa.

We also wish to investigate and trial another event that can be grown to become a regular event capable of generating \$20,000 pa so that we can be sure of having approximately \$100,000 pa to donate to local, regional and national charities and chosen causes.

We can then choose to have additional activities such as the Gala dinner from time to time to further boost our programmeme.

Budget / Targets for next 5 Years

Event/Activity	YE June (\$000)				
	2010	2011	2012	2013	2014
Jumbo Tennis	20	20	20	20	20
Kirkcaldie's	20	20	20	20	20
Website advertising	3	4	5	5	5
Fellowship	5	5	5	5	5
Sergeants	22	23	24	25	25
Sale Xmas puds/calendars	5	5	5	5	5
New event (Vintage cars?)	5	15	20	20	20
TOTAL	80	92	99	100	100

We are currently looking at a Gala Dinner for approx July 2010 which may add a further \$30,000 but this has not been finalised at this stage.

Projects 2009/10

Jumbo Tennis	Repair jumbo tennis racquets with new design for added strength. Locate sponsors and engage competitors. Organise and run tennis tournament. Refine the organisation and document to make it easier for future years. Establish a strong base in 2009/10 so that in 2011 RCW can encourage other Rotary clubs to hire the racquets in other centres...
Kirkcaldie and Stains and RCW joint fundraising	Wellington Hospitals and Health Trust chosen as beneficiaries. Organise and run Nov / Dec 2009 events. Disburse funds to beneficiary. Select beneficiary or beneficiaries for 2010 in consultation with Kirkcaldie and Stains, for approval by Board.
Rotary Holiday Homes Exchange	Under consideration.
Website advertising	Look to increase the number of advertisers and build revenues over time.
Wotzon.com	This proposed activity did not proceed.
Gala Dinner	Review timing and nature of Gala dinner in the current environment and look if is feasible to attempt a dinner in 2010.
Xmas puddings / Calendars	Each year the committee sells Rotary Xmas puddings and calendars sourced from the District.
New Event review	We are keen to introduce another key event that can sit on our annual calendar and raise at least \$20,000 pa. We are currently investigating a vintage car weekend.

2009/10 Chair, Peter Lawson

5.2 Community Service Committee

Objectives

The objective of the Community Service Committee is to improve life in the community.

Projects 2009/10

Strengthening Families/ anti domestic violence	This is a district focused activity. Jo Lake and Geoff Atkinson will lead a sub-committee to develop a long term sustainable project for the club. The committee is clear that members are to find ways to support organisations that work in this area – members are not to engage in family strengthening/anti-domestic violence work directly unless they are professionally trained to do so. In order to make the most of Club expertise we will identify a Wellington based organisation working in the area and/or managerial expertise to ensure that the organisation is viable over the long term.
Tree Planting	This is a traditional Rotary Club of Wellington activity, and in 2009/10 will be led by Jon Dey and Heather Hayden. The day will be held in the Autumn and will be in conjunction with Refugee Services, giving the Club an opportunity to extend its traditional Fellowship activity to the migrant community as well. WCC will make the trees available.
Project Day	To be held on February 13/14, the Club will find an activity at Wellington Zoo.
Collections	The Club receives many requests to provide assistance with collections but will focus activities for the NZ Foundation for the Blind. George Fairburn will coordinate.
Supplement RCW Music Prize	An additional \$500 per annum to bring the RCW (on behalf of the John Ilott Charitable Trust) Music Prize in the New Zealand School of Music Award's value up to \$2,500, making it equal in value to other prestigious awards.
Ad hoc initiatives	Consider ad hoc funding requests referred to the Committee, and provide assistance as required for the Polio eradication Riders due in Wellington in March.

Budget 2000/10

		Comment
Income	2,500	Board allocation
Expenditure		
• Music Prize	500	
• ad hoc requests or new projects		not specified

2009/10 Chair, Karen Thomas

5.3 International Service Committee

Objectives

International Service encompasses actions taken to expand Rotary's humanitarian reach around the globe and to promote world understanding and peace.

3 – 5 Year Goals

We will seek to implement international initiatives that support "The Future Vision Plan for Rotary International".

The aim is to build on the plan's six themes of:

- peace and conflict prevention and resolution;
- disease prevention and treatment;
- water and sanitation;
- health and hunger;
- education and literacy; and
- economic and community development.

Where appropriate, we will seek to join forces with other Rotary Clubs in Wellington or our Sister Clubs.

Budget 2009/10

	\$	Comment
Income	5,000	Board allocation
	1,000	Donation by committee member
Expenditure		
• Solomon Islands	3,500	
• Happy Feet initiative, Manila	1,000	In conjunction with sister Clubs in Germany and The Philippines
• Ad hoc requests or new projects	2,500	not specified

2009/10 Chair, Marta Mager

5.4 Vocational Service Committee

Objectives

The objectives of the Vocational Service Committee are to enable and encourage members to serve others by sharing their vocational skills and expertise, and to enable members to represent their vocation within the Club.

The focus of the Committee has been on sharing members skills outside the Club; attention will also be given to members representing their vocations within the Club.

Projects 2008/09

Skilled Migrants Programmeme at Victoria (main , long term project for the Committee)	Second semester class 2009, first semester class 2010 Invite Club members to be tutors and guest lecturers The Johnson Group to organise the 6 week internships. Organise job-seeking mentors for each class Host the class to lunch and introduce to mentors in the final week of their course Support the programmeme in other ways as requested.
Vocational Visits	Vocational visits to be arranged. One month per month from October onwards.
Website Vocational Profiles	Encourage members to load their CVs onto their pages on the RCW website
Vocational week	Three 5 minute vocational talks arranged for October, vocational month. 5 minute talks to be vocational in nature.
GSE Exchange Programmeme	Delegation from Scotland will arrive 2010. RCW to assist with planning of programmeme.
Ad Hoc Requests	Consider ad hoc funding requests referred to the Committee

Budget 2008/09

		Comment
Income	\$2,000	Board allocation
Expenditure		
• skilled migrants (Club lunches)	\$600	estimate
• ad hoc requests or new projects	\$1400	not specified

2009/10 Chair, Kenneth Fink-Jensen

5.5 Youth Service Committee

The Goal of the Youth Services Committee is to focus philanthropy on projects that would benefit youth who are leaders already or have demonstrated a likelihood of doing so but are blocked in some way.

The priority order for funding requests is:

1. Rotary Club of Wellington projects (e.g. School Leaders Lunch)
2. District and RI projects (e.g. RYLA, RYPEN, exchanges, etc.)
3. Programmemes operated by other organisations that benefit the target group

Projects 2009/10

RCW Projects	
<ul style="list-style-type: none"> • Sir Roy McKenzie School Leaders Lunch 	<p>Annual luncheon for the student leaders and principals of Wellington secondary schools. Chaired by Grant Foggo with approx 90 school attendees from approx 30 schools. Budget allocation of \$5,000 plus funding from the McKenzie Fund of \$1,000.</p> <p>Objective 09/10: Increase sponsorship activity to reduce cost to the club. Raise the profile of the event – target 200 attendees.</p>
<ul style="list-style-type: none"> • Wellington Science School 	<p>Further assess potential for the development of a Wellington version of the Auckland Science School.</p> <p>Objective 09/10: Evaluate the potential of this initiative and make a final decision. Project to be removed from agenda if no progress made at the end of this Rotary year.</p>
<ul style="list-style-type: none"> • National Children's Day 	<p>Mark Woodard to serve as Chair of National Steering Group and Roger Evison to serve as a member.</p>
Rotary Projects	
	<p>Selection process chair to be appointed. Anticipated 4 attendees across all programmemes with \$2,000 budget.</p> <p>Objective 09/10: Establish an ongoing relationship with 4-5 schools in the region and educate them about Rotary Projects. Creating awareness of these projects and increasing the volume of applications received.</p>
<ul style="list-style-type: none"> • RYLA 	<p>The Rotary Youth Leadership Award is a 5 day programmeme for young people, ages 18 to 24, who have demonstrated potential as leaders.</p>
<ul style="list-style-type: none"> • RYPEN 	<p>RYPEN is aimed at young people ages 14 to 17 not likely to be selected for Youth Exchange or later for RYLA, but who possess qualities of decency, persistence and application and deserve encouragement.</p>
<ul style="list-style-type: none"> • Auckland Science School 	<p>A programmeme for OUTSTANDING all round science, mathematics and technology students in Year 12. (NSTF)</p>

<ul style="list-style-type: none"> NZ Business Week 	A course designed to give Year 12 and 13 students a better understanding of, and greater exposure to, the business community.
Exchanges	
<ul style="list-style-type: none"> Australia / NZ Matched Student Exchange 	Matched exchanges whereby NZ secondary school students exchange with Aust students. The NZ student lives with the family of their matched Aust student for 13 weeks attending the same school. The Aust student then accompanies the NZ student back to their home and school.
<ul style="list-style-type: none"> Rotary Exchange 	Overseas secondary school students are sponsored for a year to experience life and culture in a foreign country.
<ul style="list-style-type: none"> Ambassadorial Scholar 	The world's largest privately sponsored international scholarship programme. Assessments performed as required. No budget necessary.
Other Committee Assignments	Youth Protection Officer - Peter Lockery, Outbound Student Counsellor – not assigned Inbound Student Counsellor – Nick Griffin
New Initiatives for 09/10 year	
Boys & Girls Institute	BGI have done some research on the needs of Wellington youth which they are prepared to share with us. Objective 09/10: Establish a relationship with BGI and evaluate the resources that are required. Identify any budget requirements for 10/11 year and include in budget. Evaluate funding potential for this year.
ChangeMakers Youth Leadership project	Changemakers are developing youth leadership in Wellington refugee communities. Changemakers are a well regarded Refugee organisation. This is a high leverage opportunity for Rotary to get in at the ground level on an exciting development but with the ability to limit our ongoing commitment. The project potential to make an impact amongst some of Wellington most disadvantaged communities is huge. Objective 09/10: Establish a relationship with Changemakers and evaluate the resources that are required. Identify any budget requirements for 10/11 year and include in budget. Evaluate funding potential for this year.
YWCA	The Y currently has a regional structure and are seeking assistance to develop a more resilient governance structure. They are looking to partner with an organisation that can provide access to a resource to undertake a governance consultancy review and a contribution towards out of pocket costs associated with this review. Objective 09/10: Establish a relationship with YWCA and evaluate the resources that are required. Identify any budget requirements for 10/11 year and include in budget. Evaluate funding potential for this year.

Budget 2008/09

Income	11,000	Board allocation
Expenditure		
• School Leaders Lunch	5,000	
• District Programmemes	2,000	
• Other (Science schools, ad hoc etc)	4,000	

2009/10 Chair, Grant Foggo

6. ENTITIES RELATED TO THE CLUB

The Club appoints trustees and others to the following bodies and provides administrative support to these in varying ways.

- Wellington Rotary Charitable Trust
- John Ilott Charitable Trust
- J R McKenzie Trust
- J R McKenzie Youth Education Fund
- Bernie Knowles Bequest
- FoRAS
- Wellington After-Care Association – Ace House

6.1 Rotary Club of Wellington Charitable Trust

The approach and strategy for the Wellington Rotary Charitable Trust from 2009 to 2011 was agreed by the Trustees in March 2009.

Trustees 2009/10 - Jennifer Button, Brian Steele (Joint Chairs), Anthony Scott, Carol Stigley, Beverley Wakem, Tricia Walbridge, Rhys Barlow

Introduction

1. The Wellington Rotary Charitable Trust was established in 1984. The purpose of this report is to set out the Trust's current approach and to establish the strategy that will be followed over the next three years in order to serve community needs effectively given the limited financial resources at its disposal, the expanding number and range of community organisations in need of financial assistance, and the changing nature of that need.

History and Purpose

2. The Wellington Rotary Charitable Trust was set up to enable Rotarians to contribute financially to worthwhile causes either with a gift in their lifetime or through a bequest in their will. The net value of the capital fund at the end of the 2007/08 year was \$355,862.
3. The Trust Deed specifies that the trust fund is for "charitable purposes", "whether it relates to the relief of poverty, the financial advancement of education, or religion, or any other matter beneficial to the community". Trustees will normally apply only income rather than capital.
4. The geographic focus of the Trust is Wellington City, Hutt Valley, and the Porirua Basin. The Honorary Auditor is Rhys Barlow.

Trustees

5. Trustees, appointed by the RCW Board each year, comprise up to seven members of the Rotary Club of Wellington with experience in administering trust funds, distribution of returns, and maintaining the capital intact. Trustees are required to provide an annual report to the Club and to provide reports to donors. Names of current trustees are available on the Club's website, www.rcw.org.nz.

Donations

6. Donations and bequests the Trust has received over the years, with the most recent being 2007, are set out below.

Grants

7. The general approach has been to provide grants to individuals or organisations in the Wellington region with emphasis on projects that will provide improvement in education or wellbeing for individuals; this has often been on the recommendation of Club members, or otherwise identified as of benefit to the wider Wellington community. Grant disbursement totals over the years since 1999 are set out in Appendix 2. (In 2007/08 the Trust changed its financial year end to 30 June to match the Club's.)

Strategy

8. The strategy of the Trust is built around defined areas of need, project size and timeframes. This strategy, supported by good administration and largely web-based promotion, reflects the small size of the Trust and the Trustees' desire to maximise benefit.

(i) Areas of Need

Areas of need will be identified on a three year cycle and support focused only on organisations and/or individuals working to address those needs. For the three year period covering 2009 to 2011, the two areas of focus will be:

Youth

Organisations and projects which work to address one or more of the following:

- youth unemployment
- drug abuse
- positive parenting skills
- youth justice – ie 5 to 12 year olds before there is a noticeable crisis and young people move into crime
- self benefit projects that can show a “ripple out” effect – eg Outward Bound, travel to youth leadership conferences
- organisations and projects linked to the purposes of Rotary and its members eg work-based projects providing work experience and skills-based training for unemployed young people

Community

Community organisations and projects where the following gaps exist:

- salaries for community co-ordinators
- providing business management, marketing or Board governance skills to community group

(ii) Project Size and Timeframe

The approach will be to support a small number of higher value projects eg 2 or 3 projects per round valued at \$5,000 each per annum.

Consideration will be given to funding projects over the three years of the Areas of Need established for any three year period.

A further element of the strategy will be to seek to increase the capital of the Trust through renewing promotion of the Trust to potential donors.

Administration, Promotion and Growth

9. A standard application process will be followed.
10. Funding applications will be invited twice each RCW year (one more round is due to take place before the end of June '09) and decisions made and advised to applicants six weeks later.
11. The Trustees will meet a minimum of four times per year to consider the overall progress of the Trust, note income received and review and decide applications. Minutes of each Trust meeting will be copied to the Board of RCW.
12. Promotion of the Trust will be both for donors to make contributions to the Trust and for applications for grants from the Trust. This will be done through:
 - information on the RCW website for donors (including a sample donation/bequest form
 - information on the RCW website advertising the Trust to potential applicants
 - a paper flyer covering the same
 - registering with the Funding Information Service's database of grant providers, Fundview
13. Trustees will report to the Club four times during each year (at lunch meetings and through the Club website) to report on grants given, promote awareness of the Trust particularly to new members, report on Trust progress generally, and invite members to help grow the Trust through personal contributions and legacies.
14. The Trust will formally recognise significant donors to the Trust eg donors of \$10,000 and more, at Club meetings and on the website, and will report to all donors once a year.

Conclusion

15. This note sets out past disbursement levels, previous donations received, the current approach, and the strategy that will be followed over the next 3 years or until such time as future Trustees so decide.

RCW Charitable Trust Donations Received in Previous Years

Date	Donation	\$
1985	UDC Finance Ltd	\$1,000
1985	BH Smith	\$100
1985	Castrol NZ Ltd	\$500
1985	RH McKenzie	\$5,000
1985	JV Ilott	\$10,000
1986	AN Button Estate	\$5,000
1987	AN Button Estate	\$3,000
18 May 1987	J V Ilott	\$40,000
21 Sept 1987	J V Ilott	\$3,000
18 Aug 1989	A N Button Trust	\$15,000
18 Aug 1989	AN Button Estate	\$10,000
27 Nov 1989	R F Aitken	\$1,000
2 Feb 1990	A N Button Estate	\$5,000
2 Oct 1990	Huia Hill Estate	\$50,000
9 Dec 1996	R W Stannard	\$1,000
13 April 1998	Dirk Hudig	\$30,000
December 2007	RD Greenwood Estate	\$10,000
Total		\$189,000

RCW Charitable Trust Grant disbursements 1999 to 2008

Date	Number of Awards	Total Value of Awards
1999/2000	8	\$3,000
2000/2001	8	\$16,253
2001/2002	8	\$10,015
2002/2003	3	\$8,000
2003/2004	3	\$1,349
2004/2005	1	\$2,000
2005/2006	1	\$2,000
2007/2008*	2	\$2,000
2007/2008*	4	\$12,661

*in 2007/08 the Trust changed from Year Ending March to Year Ending June, to align with the Club's financial year.

6.2 John Ilott Charitable Trust

Trust Background

This incorporated philanthropic charitable trust, with a capital base of \$2.7 million and making annual grants of \$100-150,000, was settled in 1960 by Sir John Ilott, a Club Past-President, Past-District-Governor, and Vice-President of RI. After his death in 1973, management of the Trust passed to his son, Jack Ilott, also a Club member and President in 1978-79.

A bachelor with no relatives in NZ, continuation of the Ilott legacy was important to Jack, so in 1992 he negotiated a Trust Stewardship Agreement with the Rotary Club of Wellington in which the Club undertook that, after Jack's [eventual 1999] death, each year's President, President-elect, and Immediate Past-President would serve as Ilott Trustees, committed to the vision of the Trust as specified by Jack in this Stewardship Agreement.

To minimise potential discontinuity in governance caused by annual change of Trustees, the Agreement also defined an Advisory Committee of (up to) 5 Rotarians serving a maximum of two x five-year terms. While the Trustees retain authority, the AC can investigate issues and make recommendations to the Trustees to help them achieve the Trust's objectives.

Trustees have a duty to grow Trust capital to increase real income available for philanthropic use. To this end, the Trust currently uses the National Bank of NZ Private Banking Division to actively manage the investment portfolio within allocation guidelines set by the Trustees. While advised by the Funds Manager and a skilled Treasurer (also a Rotarian), Trustees are ultimately accountable for financial oversight.

Trust Grants Policy

Each December the Trust makes grants of \$500-2,500 to a variety of projects which fund:

1. Newly formed groups and organizations needing a little "seed money"
2. Literacy and reading knowledge.
3. Sexual education.
4. Parents
5. Babies and pre-school children.
6. Children and young people
7. Women, including those re-entering the paid work force.
8. Advanced training for individuals already highly skilled in the Arts, and in charitable, educational or other activities which will finally help the community.

Club Members Serving the Ilott Trust in 2009/10:

Trustees: Stephen Brown (Chair), Anthony Scott, Colleen Singleton

Advisory Committee: Geoff Atkinson (Chair), Bruce Christianson, George Fairbairn, John Hall, Peter Lockery

Treasurer: Denis Kirkcaldie

6.3 J R McKenzie Trust

The J R McKenzie Trust was set up in 1940 by the late Sir John McKenzie, father of the late Sir Roy McKenzie, to provide funding support to help disadvantaged New Zealanders. One of Sir Roy's sons, John, is the current Chair.

Over the last 12 months the Trust has undertaken a 5-yearly strategic review, the recommendations of which were approved by the Board at its meeting on 31 July.

The key outcomes of the review are a goal for the Trust of Social Inclusion and Social Justice, with priority areas of Disadvantaged Children and their Families, and Māori Development.

There will be a much smaller number of grants made each year but of much higher dollar value. The nature of the volunteer input to the work of assessing regional grant applications - which in the past has been undertaken by regional committees comprised largely but not entirely of Rotarians - is currently being determined but is likely to change radically with the need for "expert" volunteer input in the assessment process of some applications, and to maintain longer term partnerships with organisations receiving funding.

Trustees 2009 - Tricia Walbridge (member of Board of Trustees and Executive, and Chair, Wellington Regional Committee).

Other Members of the Wellington Regional Committee - Rhys Barlow, Tony Gibson, Joan Smith

6.4 J R McKenzie Youth Education Fund

The Youth Education Fund is administered totally through Rotary clubs. The country is divided into six areas, each administered by a Rotary Club in their area.

The fund is **not** part of the J R McKenzie Trust.

This Fund makes small grants to individuals/families for children's education-related costs. Examples are shoes, uniforms and school fees for families where there is difficulty in meeting these basic costs. There is also a modest special grants fund which can make special grants for disadvantaged children, covering such items as glasses and special tuition fees.

Twice a year funds are allocated to the six Rotary Clubs that administer the fund in their region. Each year 250 to 300 applications are received, with an average value of \$230, resulting in the disbursement of between \$57,500 and \$69,000. The amount available for distribution depends entirely on the dividends available from the investments from which the income is derived.

The Trustees are concerned that the given the number of Clubs that make applications, depending on the state of the funds, there may be a need to make fewer grants or distribute a smaller average amount during 2009-10.

Trustees 2009/10 - Ken Fink-Jensen (Chair), Peter Lockery, Roger Miller, Denise Church.

6.5 Bernie Knowles Bequest

Bernie Knowles, a former President of RCW, left a substantial bequest to the Club to be invested. The interest earned was to be applied to "the provision of services related to the welfare of the elderly". This is allocated in three categories:

- Grants for facilities and services for the elderly.
- The Bernie Knowles Scholarship/Grant for training in the field of ageing related services.”
- An annual scholarship for a doctoral student to specialise in research on ageing

The bequest is administered by the Trustees of the RCW Charitable Trust.

6.6 Friends of Refugees as Survivors

A Memorandum of Understanding between Refugees as Survivors (RAS) and RCW in February 2004 established Friends of Refugees as Survivors (FoRAS) and also a relationship whereby RCW could provide support and professional development for key people in RAS. The goals of FoRAS are to help create awareness of RAS in the wider community, provide business mentoring for RAS projects and raise funds for agreed projects. FoRAS is formally a sub-committee of RAS.

The Board decided in April 2009 to continue the relationship with RAS and FoRAS, on the basis of a revised MOU, moving to a less formal relationship from the end of June 2011. The President of RCW will appoint three members to FoRAS for the years through to end of June 2011; and from then the Rotarians will shoulder tap their replacements (encouraged to be from Rotary). The Board agreed to support organising one more profile-raising and fundraising event for RAS in 2009 (subject to Fundraising and Finance Committee Chair agreement of a time in the Club calendar); agreed that RAS/FoRAS is eligible to apply for RCW funding from time to time and agreed to invite RAS to speak at an RCW meeting annually.

RCW appointees 2009/10 - Helen Algar (Chair), John Olifent, Heather Hayden, Ian Prisk, Jane McCann

6.7 Wellington After-Care Association

Mission Statement:

To provide a range of services for adults with intellectual and/or psychiatric disability which provide appropriate learning programmes, activities and support, based on expressed client needs, to encourage independence and a better quality of life in the area of leisure, home and work.

Wellington After-Care was a pioneer in the field of Sheltered Workshops in New Zealand - for people with intellectual disabilities.

It began in a very small way (two afternoons a week) in 1926, but officially formed as a Voluntary Organisation in 1928 and registered as an Incorporated Society in 1929.

It started out providing an alternative to children who through the new Education Grading System at the time, were considered uneducable. Only what were considered "educable" children were admitted to 'special' classes.

At this time all the workers for After-Care gave voluntary service. From the beginning the children and young adults were taught handicrafts, enjoyed picnics and various outings and were kept occupied in a loving environment receiving personal help when needed.

From these beginnings After-Care changed periodically over the years in its service provision. More and more adults attended and more and more people with a wide range of disabilities found their way to the centre.

After-Care became a place to go when there was nowhere else and it consequently became difficult to cater for such a huge range of different needs.

In 1992, the organisation began to offer a range of living skills programmes and other learning opportunities, as well as continuing with a range of hand crafts. The focus then moved towards people learning or re-learning skills and equipping people to participate in the wider community.

1994 addressed issues arising from trying to provide needs based programmes for people with intellectual disabilities as well as people with psychiatric disabilities. The planning towards providing separate services for Mental Health Consumers began, which was timely in terms of the deinstitutionalisation process of Porirua Hospital and the move to Community Based Care.

The Regional Health Authority, now the Ministry of Health, allowed the planning to become a reality and currently Wellington After-Care provides three suburban-based, Mental Health Day Services.

Ace House continues as a Learning Centre for Adults with Intellectual Disabilities and houses ACEmployment, our Supported Employment Service.

From small beginnings, Wellington After-Care Association now provides five services for adults with disabilities in the greater Wellington area.

Members involved

Brain McKeon, Association Secretary

Advisory Board members, Peter McLaren (Past President), Colin McLeod (Past President) and John Hall (former Board member).

6.8 Trust Funds related to RCW

The Club receives each year funds from the following sources to be applied for charitable purposes:

- from the Bernie Knowles estate to be applied to projects for the elderly
- from the Ilott Trust & Rangatira Dividends for Music Awards
- from the Ilott Trust for special projects (unspecified)
- from the Salmon Trust (application unspecified)

Source of funds	2005/06	2006/07	2007/08	2008/09	2009/10 estimate	Notes
Bernie Knowles Bequest	10000	1200	12661	5000	5000	
Ilott Trust for Music Awards	2500	2500	0	0	2000	
Rangatira Dividends for Music Awards	3400	3700	1700	5500	5000	
Ilott Trust for special projects (unspecified)	2000	2000	5000	5000	4000	
Salmon Trust		16694 Kotuku Choir, PNG Project, Club Funds	9097 United World College in NZ	9643 Polio Plus	9000	
Treadwells Trust		2500				Donation to Club Funds
RCW Members			9000 (4) Philippines Build 4 Houses Project		1000 Samoa	

Community Service Committee

Geoff Atkinson	Richard Bentley
Karin Callaghan	Debbie Chin
Ray Dowden	George Fairbairn
Peter Halsted	Heather Hayden
Patrick McArdell	Dennis McKinlay
Ian Prisk	Rama Ramanathan
Marion Cowden	

Chair: Karen Thomas

Denzil Brown
 John Dey – *Tree Planting*
 John Hall
 Jo Lake
 John Olifent
 Don Bell

International Service Committee

Angela Broom	Bruce Christianson
Mike Doig	Charles Finny
Christine Goodman	Ralph Green
John Hickey	John Luxton
Gerald McGhie	Denis McLean
William Sommerville	Peter Stoeveken
Mark Wheeler	

Chair: Marta Mager

George Troup
 John Fletcher
 Tim Hawley
 Jerry Mateparae
 Paul O'Sullivan
 Neil Taylor

Vocational Service Committee

Helen Algar	Geoff Bascand
David Chapman	Denise Church
Donna Dentice	Leigh Johnson
Graeme Mitchell	Richard Norman
Mary-Jane Rivers	Carol Stigley

Chair: Ken Fink-Jensen

Lesley Moffat
 John Cook
 Ian Lawrence
 John Prebble
 Grant Uridge

Youth Service Committee

Helen Chapman	John Emanuel
Derek Gill	Peter Grayling
Brian Hasell	Emanuel Kalafetelis
Peter Sherwin	Joan Smith
Elizabeth Tennet	Mark Woodard

Chair: Grant Foggo

Roger Evison
 Bev-Anne Jennings
 Tony Paine
 Peter Travers
 Euan Wright

CLUB SERVICE**Attendance**

Lee Wilkinson (Chair), Peter Halsted, Brian McKeon, Ray Matthews

Auditor

John Cook

Classification

Bob Stannard (Chair), Roger Evison

Club Services

Colleen Singleton (Chair)

District Conference

Colleen Singleton (Chair)

Door Welcoming

Johnny Johnson (Chair), Peter Halsted, John Nimmo

Historical Records

Brian McKeon (Chair)

Inductions

Russ Ballard (Chair), Stuart Brooker, Beverley Wakem, Ulf Ackeus, Denis Kirkcaldie

Introducer/Thanker

David Wells, (Chair), Peter Halstead

Honorary Solicitor

Roger Miller

Legal

Roger Miller (Chair), Ian Lawrence, Peter Cullen

Luncheon Arrangements

Grant Uridge (Chair), Peter Cohen, Nick Griffin, John Gibbons, Ajay Kumar

Member Support

George Fairbairn (Chair), Tony Hasted, Peter Lockery, John Melville, Sue Paterson

Music

Richard Norman (Chair)

Programmeme

Mike Doig (Chair), Jenny Button, Peter Cullen, Hewitt Humphrey, Denis McLean

Rotary Foundation

Colleen Singleton (Chair), Ulf Ackeus

Sergeants

David Chapman (Chair), Denzil Brown, Tricia Walbridge, Euan Wright

Treasurer

Wayne Morgan

Visitors and Guest Book

Bob Stannard (Chair), John Hall, Johnny Johnson

5 Minute Talks

James Austin

Webmaster

Francis Wevers (Chair), Nick Griffin (Deputy)

8. CLUB CALENDAR FOR 2009/10

JULY 2009		LITERACY
		Summary & Objectives to DG
	15	Rotary Foundation Workshop – Wellington
	21	Board Meeting
		Annual Reports from Directors
AUGUST 2009		MEMBERSHIP
	9	Wine Options
	18	National Science & Tech Forum, Ak – applications close
	18	Board Meeting
	27	RYPEN - applications close
SEPTEMBER 2009		NEW GENERATIONS
	14	District Governor's Visit
	15	Board Meeting
		Club Forum 1
		Consult re President-elect nomination
OCTOBER 2009		VOCATIONAL SERVICE
	5	Skilled Migrants at Lunch
	4	Time Cinema
	8	Vocational Visit to Statistics NZ
	9	RYLA -applications close
	9-11	RYPEN – Taihape
	20	Board Meeting
		Register for PETS 1 – incoming Presidents
		President settles President-elect for next year
	25	Labour Day
NOVEMBER 2009		ROTARY FOUNDATION
	2	Club Forum 1
	3	Melbourne Cup – Museum Hotel
	4	Vocational Visit to Wellington Zoo
		Rotary Foundation donations – letter & email
	17	Board Meeting
		Register for Conference
	21	Kirkcaldies Street Party
	26	New member function
	28	Round Taupo Cycle Challenge
		Invite to Xmas Luncheon - wives, widows etc
DECEMBER 2009		FAMILY OF ROTARY
	1	Kirkcaldies Shopping Night
	2	PEPS, Wellington
	7	Club AGM Election of Officers 2010-11 Club Forum 2
	1,	Kirkcaldies Shopping Night
	14	Christmas Meeting -Luncheon–final lunch 2009
	15	Kirkcaldies Shopping Night
	22	Kirkcaldies Shopping Night

JANUARY 2010		Rotary Awareness Week
	25	Wellington Anniversary
	28-1 Feb	RYLA
FEBRUARY 2010		WORLD UNDERSTANDING
	1	First Club lunch
		President-elect discuss plans with incoming Board + Past President where necessary
	15	Board Meeting
	27-28	PETS – Palmerston North
		Register for Conference
		Organise Science Prize luncheon
MARCH 2010		LITERACY MONTH
	5	Jumbo Tennis
	7	National Children's Day
	9	Rotary NZ Motocyclists converge on Wellington
		Sir Roy McKenzie School Leavers Lunch – Parliament
		President-elect selects new Club Service + Charitable Trust committees
		Committee preferences
	9	Motorcycle Assembly
	16	Board Meeting
APRIL 2010		MAGAZINE MONTH
	2	Easter
	5	Easter Monday – no Rotary
		President-elect Conference remits
	20	Board Meeting
		Club Forum 3
MAY 2010		ENVIRONMENTAL MONTH
		Science Prize luncheon
	16	LETS and PETS followup – Palmerston North
	18	Board Meeting
		Confirm John Ilott Trustees & Advisors
		Billiards Evening
	28-30	District Conference and District Changeover - Wellington
		Invite to wives, widows etc - Changeover
		President-elect <ul style="list-style-type: none"> • organise dates for Directors meetings for year • finalise committees for coming year
JUNE 2010		
	7	Queen's Birthday – no Rotary
		Remind Directors re Annual Report
		Skilled Migrants at Lunch, Music Awards
		President's Dinner
	15	Combined Board Meeting
		Distribute Committee list to members
	28	Changeover Lunch
JULY 2010		
		Wine Options
SEPTEMBER 2010		File reports with Charities Commission