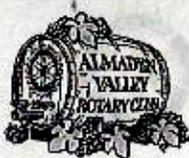


ROTARY CLUB OF ALMADEN VALLEY: Strategic Plan—Project Designs



October 30, 2013

SERVICE AREA	PROJECT/ACTIVITY NAME	KEY PEOPLE/ROLES	OUTCOMES/INTENDED RESULTS	ACTIONS	COMPLETION DATE	
Administration	Oversee Strategic Plan Development	Bob Dolci: Lead Board members: Delineate plans based on input	The development of a written Strategic Plan	<ol style="list-style-type: none"> 1. Explain details of the process to Board 2. Receive draft of designs from Board members 3. Make follow-up contacts 4. Compile draft of Strategic Plan 5. Present draft to Board 6. Finalize Strategic Plan 7. Present final draft to Board & Club 	<ol style="list-style-type: none"> 1. June '13 2. July '13 3. July-August '13 4. August '13 5. September '13 6. September '13 7. October '13 	\$25.
	Clarify Club Extension Relationship with Club by Revising our Club By-Laws	Bob Dolci: Lead Manuel Naku: send Bob current description of Club Extension (done) Angie Hassler: send Bob copy of revision of Rotary Manual of Operations concerning Satellite Clubs Bob: research and revise Club By-laws (done)	Revision of AVRC By-Laws	<ol style="list-style-type: none"> 1. Relate revision of Rotary Manual of Operations to current Club By-laws. Create draft of revision of Club By-laws 2. Present draft to Board meeting and to Club Extension meeting 3. Revise draft and present it to Board 4. Present to Club Assembly 5. Present to Club for final approval 	<ol style="list-style-type: none"> 1. August '13 2. Sept/Oct. '13 3. October '13 4. October '13 5. December '13 	Non
Club Service	Have excellent weekly programs	Jerry Gibson: Coordination selection of programs Club members: be in charge of a month of programs & be contact person	<ol style="list-style-type: none"> 1. Have a calendar of programs extending at least 2 months. 2. Establish a list of prospective programs 	<ol style="list-style-type: none"> 1. Request members to be in charge of a month of programs 2. Accept recommendations for potential speakers 3. Maintain a list of prospective speakers 4. Maintain the calendar of programs 5. Keep the Grapevine and website up-to-date on future programs 6. Provide necessary equipment for speakers 	1-6. Ongoing	Non
	Compile a Manual of Procedures for events & activities	Jerry Gibson: Coordinator Every member who is in charge of an event	Assemble a Manual (or a compilation) of the Procedures of all the events during the course of a Rotary year. The manual will contain all the duties of the responsible members.	<ol style="list-style-type: none"> 1. Report and document the tasks & budget for each event for each Rotary year 2. Document responsible persons' duties 3. Update the duties as necessary 4. Save all copies of the documentation in a single place (website?) 	1-4. Ongoing	Don



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SERVICE AREA	PROJECT/ACTIVITY NAME	KEY PEOPLE/ROLES	OUTCOMES/INTENDED RESULTS	ACTIONS	COMPLETION DATE
Community Service	Senior Luncheons (annual)	Richard Clarke: Lead Fred Eberle: BBQ Richard C.: Servers/clean-up Paul Uenaka: Meat Bateman/Centers: Sides Terry Bermudez: Children's choir Brian Hawes: Almaden Sam Garcia: Southside Rebecca Boylan: YMCA	<ol style="list-style-type: none"> 1. Provided a needed service to seniors during the holidays 2. Enable as many Club members and spouses/significant others as possible to participate 3. Maintain collaboration with the staff of the respective centers 	<ol style="list-style-type: none"> 1. Club and Endowment Boards consider/decide on project and budget 2. Meet with staff at both centers: logistics 3. Involve South Valley YMCA staff 4. Recruit volunteers & Club members 5. Implement project 	<ol style="list-style-type: none"> 1. Oct. 8,'13 2. Done 3. Done 4. In process 5. Southside: Dec.6,'13 Almaden: Dec.12,'13
	Christmas Families (annual)	Richard Clarke: Lead	<ol style="list-style-type: none"> 1. Enable as many Club members as possible to participate 2. Adopt all the family members provided by the shelter 	<ol style="list-style-type: none"> 1. Club and Endowment Boards consider/decide on project and budget 2. Recruit team members 3. Contact shelter, receive timeline and list of family members 4. Recruit Club members to participate by adopting families or make donations 5. Receive gifts/donations and organize the packets 6. Buy gifts needed 7. Deliver gifts to the shelter 	<ol style="list-style-type: none"> 1. Oct. 8,'13 2. Nov.'13 3. Nov.'13 4. Nov.'13 5. Dec.'13 6. Dec.'13 7. Dec.'13
	Military Families (annual)	Johnny Guisto: Lead	<ol style="list-style-type: none"> 1. Enable as many Club members as possible to participate 2. Adopt all the family members provided by the military 	<ol style="list-style-type: none"> 1. Club and Endowment Boards consider/decide on project and budget 2. Recruit team members 3. Contact military lead, receive timeline and list of family members 4. Recruit Club members to participate by adopting families or make donations 5. Receive donations/organize the packets 6. Deliver gifts to the families 	<ol style="list-style-type: none"> 1. Oct. 8,'13 2. Done 3. Done 4. TBD 5. TBD 6. TBD
	Kids' Fishing Event (annual)	John Baker: Lead _____: Scouts contact	<ol style="list-style-type: none"> 1. Enable as many Club members as possible to participate 2. Enable the kids to have an enjoyable time 	<ol style="list-style-type: none"> 1. Confirm site and contract 2. Club Board approves project and budget. 3. Confirm team leaders and scout participation 	<ol style="list-style-type: none"> 1. Feb. '14 2. Mar.'14 3. April '14 4. April '14 5. April '14



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				<ul style="list-style-type: none"> 4. Recruit volunteers from Club 5. Continuous promotion at meetings 6. Event details coordinated 	6. April 26-28	
Foundation	100% Every Rotarian Every Year (annual)	Roger Hassler: Chair Club President: support work of Chair Club Officers: support effort	Achieve 100% EREY participation	<ul style="list-style-type: none"> 1. Send letter to members to encourage pledge/donation 2. Monitor, log and forward donations as received 3. Club meeting announcements/updates 4. Provide reports to Board and <i>Grapevine</i> 5. Highlight November as Foundation month: Speakers and <i>Grapevine</i> articles 6. Initiate individual "ask" for those who are reticent to donate 	<ul style="list-style-type: none"> 1. July 1,'13 2. Ongoing 3. Ongoing 4. Monthly 5. November '13 6. Dec. 1, '13 	\$1 pr
	100% Paul Harris Fellow by all members (annual)	Roger Hassler: Chair New Member Mentor: communicate expectations Club Treasurer: bill New Member assessment Club President: support work of Chair	Achieve 100% participation	<ul style="list-style-type: none"> 1. Educate new members on expectations of Foundation Giving 2. Collect New Member Assessment and forward it to Rotary Foundation 3. Encourage all Club members to give generously to The Rotary Foundation 4. Monitor and record all member donations. Assign points to new members. 5. Continue "ask" to encourage all members' participation 	<ul style="list-style-type: none"> 1. Ongoing 2. Ongoing 3. July—ongoing 4. July—ongoing 5. July—ongoing 	N
Fundraising	Golf Tournament	Richard Clarke	<ul style="list-style-type: none"> 1. Have a successful fundraiser for the Club 2. Support designated charitable causes 	<ul style="list-style-type: none"> 1. Present idea/plan to club: Club and Endowment Boards consider/decide on project and budget 2. Vendor contacted and agreement to do event secured 3. Assemble team 4. Promotion plan designed, materials produced & made available to members 5. Club members invited to participate and asked to recruit other participants 6. Secure sponsors 7. Continuous promotion of event 8. Event details coordinated & event 	<ul style="list-style-type: none"> 1. Oct.,'13 2. Nov.-Dec.'13 3-8. TBD 	T



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				<ol style="list-style-type: none"> Recruit volunteers from Club Continuous promotion at meetings Event details coordinated 	6. April 26-28
Foundation	100% Every Rotarian Every Year (annual)	<p>Roger Hassler: Chair Club President: support work of Chair Club Officers: support effort</p>	Achieve 100% EREY participation	<ol style="list-style-type: none"> Send letter to members to encourage pledge/donation Monitor, log and forward donations as received Club meeting announcements/updates Provide reports to Board and <i>Grapevine</i> Highlight November as Foundation month: Speakers and <i>Grapevine</i> articles Initiate individual "ask" for those who are reticent to donate 	<ol style="list-style-type: none"> July 1, '13 Ongoing Ongoing Monthly November '13 Dec. 1, '13
	100% Paul Harris Fellow by all members (annual)	<p>Roger Hassler: Chair New Member Mentor: communicate expectations Club Treasurer: bill New Member assessment Club President: support work of Chair</p>	Achieve 100% participation	<ol style="list-style-type: none"> Educate new members on expectations of Foundation Giving Collect New Member Assessment and forward it to Rotary Foundation Encourage all Club members to give generously to The Rotary Foundation Monitor and record all member donations. Assign points to new members. Continue "ask" to encourage all members' participation 	<ol style="list-style-type: none"> Ongoing Ongoing July—ongoing July—ongoing July—ongoing
Fundraising	Golf Tournament	Richard Clarke	<ol style="list-style-type: none"> Have a successful fundraiser for the Club Support designated charitable causes 	<ol style="list-style-type: none"> Present idea/plan to club: Club and Endowment Boards consider/decide on project and budget Vendor contacted and agreement to do event secured Assemble team Promotion plan designed, materials produced & made available to members Club members invited to participate and asked to recruit other participants Secure sponsors Continuous promotion of event Event details coordinated & event 	<ol style="list-style-type: none"> Oct., '13 Nov.-Dec. '13 3-8. TBD



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International	Egbe Hospital: Nigeria	Ray Wong Area 6 Collaboration	<ol style="list-style-type: none"> 1. Facilitate Club's involvement with other 5 Clubs in planning & implementing project 2. Enable as many Club members as possible to participate 	<ol style="list-style-type: none"> 1. Research project 2. Establish collaboration with Club in Nigeria and secure agreement to participate 6. Apply for/coordinate funding: DDF funds, Area 6 Clubs & Nigerian Club 7. Decide on project details: repair ambulance and educate/train local community to maintain project 8. Implement project and visit site 	<ol style="list-style-type: none"> 1. Done 2. Done 3. TBD 4. Done 5. TBD 	AV Ar P Bu
	Water & Sanitation System: Uganda Completed 2013	Ray Wong Area 6 Collaboration	<ol style="list-style-type: none"> 1. Facilitate Club's involvement with other 5 Clubs in planning & implementing project 2. Enable as many Club members as possible to participate 	<ol style="list-style-type: none"> 1. Research project 2. Establish collaboration with Club in Uganda and several Clubs in Oregon and secure agreements to participate 3. Apply for/coordinate funding: DDF funds, Area 6 Clubs, Uganda Club, Oregon Clubs 4. Decide on project details: create water pipeline to connect 3 villages, medical center, school & educate/train local community to maintain project 5. Implement project and visit site 	<ol style="list-style-type: none"> 1. Done 2. In process 3. TBD 4. Done 5. Done Sept '13 	Fu
	Local Project (annual)	Ray Wong Area 6 Collaboration Lead: San Juan Bautista Club	<ol style="list-style-type: none"> 1. Facilitate Club's involvement with other 5 Clubs in planning & implementing project 2. Enable as many Club members as possible to participate 	<ol style="list-style-type: none"> 1. Research project 2. Establish collaboration with other 5 Clubs 3. Apply for/coordinate funding: DDF funds, Area 6 Clubs & México Club 4. Decide on project details: refurbishing old arbor, revamping pathways, installing drip system for plants 5. Implement project 	<ol style="list-style-type: none"> 1. Done 2. Monthly meetings in process 3. Done 4. April 24, '14 	AV Ar To
Membership	Expand Club Membership (annual)	Ken Tavernier	<ol style="list-style-type: none"> 1. Expansion of club membership by 50% in 5 years and by 7 members in 2013-14 2. Retain existing members 3. Gain younger & more active members 	<ol style="list-style-type: none"> 1. Interesting programs, socials, projects 2. Explore use of social media to identify potential local members 3. Seek members from local businesses, Almaden business centers, at-home workers and early retirees. 	<ol style="list-style-type: none"> 1. Ongoing 2. Nov. 2013 3. Ongoing/ TBD campaign 	\$ lu



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	Water & Sanitation System: Uganda Completed 2013	Ray Wong Area 6 Collaboration	<ol style="list-style-type: none"> 1. Facilitate Club's involvement with other 5 Clubs in planning & implementing project 2. Enable as many Club members as possible to participate 	<ol style="list-style-type: none"> 1. Research project 2. Establish collaboration with Club in Uganda and several Clubs in Oregon and secure agreements to participate 3. Apply for/coordinate funding: DDF funds, Area 6 Clubs, Uganda Club, Oregon Clubs 4. Decide on project details: create water pipeline to connect 3 villages, medical center, school & educate/train local community to maintain project 5. Implement project and visit site 	<ol style="list-style-type: none"> 1. Done 2. In process 3. TBD 4. Done 5. Done Sept '13 	Fu
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Membership	Expand Club Membership (annual)	Ken Tavernier	<ol style="list-style-type: none"> 1. Expansion of club membership by 50% in 5 years and by 7 members in 2013-14 2. Retain existing members 3. Gain younger & more active members 	<ol style="list-style-type: none"> 1. Interesting programs, socials, projects 2. Explore use of social media to identify potential local members 3. Seek members from local businesses, Almaden business centers, at-home workers and early retirees. 	<ol style="list-style-type: none"> 1. Ongoing 2. Nov. 2013 3. Ongoing/ TBD campaign 	\$ lu



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				3. Coordinate members' participation 4. Event	4. May 10, '14	
Youth Service	Support Interact Clubs (annual)	Ed Lacina: Lead Interact Presidents: * Amanda Truong (Leiland) * Helen Newen (Valley Xtn) * Ilene Le/Van Ngo (Oak Grove) * Andrew Ngoc Bui/Philip Witcraft (Pioneer) * Julie Lai (Branham)	1. Direct communication between Club and high school Clubs 2. Enable members to participate in leadership conference and RYLA	1. Attend meetings at the high schools 2. Invite members to participate in our club activities 3. Confirm clubs' participation in the annual speech contest 4. Confirm clubs' sending members to annual leadership conference 5. Confirm clubs' sending members to RYLA	1. Monthly 2. As appropriate 3. TBD 4. TBD 5. TBD	\$