



Form G: District Conference Report

February 2008

The comments and data collected through this report serve as the basis for developing tools that can assist future district leaders in planning and developing successful district conferences. In addition, the RI Bylaws require that district governors submit this report in order to have comprehensive and accurate data about district conferences.

Within 30 days of the end of your district conference, please send this report, together with district financial statements from the previous year, copies of adopted resolutions, and all other conference actions, to cdsreports@rotary.org or to your CDS representative.

District governor name _____

District _____

First day of conference _____

Last day of conference _____

Day/Month/Year

Day/Month/Year

Conference location _____

ATTACHMENTS

1. Please check all items attached to your report.

- District financial statements for the previous year (required by RI Bylaws and Board policy)
- Recommendations to the RI Board
- District resolutions
- Proposed enactments or resolutions for the Council on Legislation
- Summary of exemplary service projects featured at the district conference

CONFERENCE ATTENDANCE

2. Was this conference held in conjunction with another district? Yes No

If yes, include only the number of Rotarians and guests from your district for the following questions.

3. Total number of clubs in the district _____

4. Number of clubs represented at the conference _____

5. Total number of Rotarians attending the conference from your district _____

6. Total number of guests _____

7. How many Rotary or Rotary Foundation program participants attended your conference? _____

8. How many Rotaractors and Interactors participated in the conference? _____

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CONFERENCE PLANNING

The district conference committee plans and promotes the conference. You may choose to appoint subcommittees to handle various logistical arrangements.

9. How many subcommittees were appointed under the district conference committee? _____

10. How many Rotarians from your district served on a committee or subcommittee? _____

11. Which subcommittees were used to plan the district conference? (check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> Awards | <input type="checkbox"/> Program |
| <input type="checkbox"/> Banquets | <input type="checkbox"/> Promotion |
| <input type="checkbox"/> Credentials | <input type="checkbox"/> Reception |
| <input type="checkbox"/> Decorations | <input type="checkbox"/> Registration |
| <input type="checkbox"/> Entertainment | <input type="checkbox"/> Resolutions |
| <input type="checkbox"/> Evaluation | <input type="checkbox"/> Sergeants-at-Arms |
| <input type="checkbox"/> Exhibits | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Finance | <input type="checkbox"/> Venue |
| <input type="checkbox"/> Housing | <input type="checkbox"/> Voting |
| <input type="checkbox"/> Printing | <input type="checkbox"/> Other _____ |

CONFERENCE PROMOTION

12. When was the district conference promoted in the community? (check all that apply)

- During the previous year's district conference
- 12 to 7 months in advance
- 6 to 2 months in advance
- Up to 1 month in advance
- After the district conference

13. In which ways did you promote attendance at the district conference among Rotarians? (check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Direct mailings | <input type="checkbox"/> Other district meetings |
| <input type="checkbox"/> Governor's monthly letter | <input type="checkbox"/> Early registration discount |
| <input type="checkbox"/> E-mail or Web site | <input type="checkbox"/> Governor's official visit |
| <input type="checkbox"/> Assistant governors' club visits | <input type="checkbox"/> Other _____ |

DISTRICT LEADERSHIP SEMINAR

14. Did the district hold a leadership seminar? Yes No

15. When was the district leadership seminar held?

- In conjunction with the conference
- Independent of the conference

16. How many Rotarians participated in the district leadership seminar? _____

17. How many clubs were represented at the district leadership seminar? _____

Thank you for completing this report. Please keep a copy for your district records.