

**Assistant Governor's  
Club Visit Checklist  
2022-2023**

Club \_\_\_\_\_

Date \_\_\_\_\_

Effectiveness of a Club Visit is proportional to preparation. Before you leave for the club visit, update yourself on the club's progress, and fill in the table below with what you learn. You will want to **print the following** and take with you for conversation with the President:

- Club Dashboard
  - a. Membership
  - b. Attendance
  - c. Demographics
- D-7750 Monthly Foundation Summary ("Rainbow" report)
- Club Recognition Summary (CRS)
- Governor's Award Spreadsheet
- Rotary Citation Brochure
- Club Plan – Review top 3 Strategic Priorities

Topic	Data	Value	From
Membership	Membership Goal (year end)		Rotary Club Central
	Beginning Membership (July 1)		Club Dashboard (DACdb)
	Current membership		
	Net change YTD (loss)		
The Rotary Foundation	Annual Fund Goal		D-7750 Monthly Foundation Summary ("Rainbow" report)
	Annual Fund Contributions YTD		
	Polio Plus Goal		
	Polio Plus Contributions YTD		Club Recognition Summary (CRS) (RC Central)
	Member Contributions this quarter (# of members)		
Upcoming Events & Dates	RLI (various dates)		District Calendar (DACdb) Check Club Members Registered
	Membership Summits	August 6, 2022 August 13, 2022 <i>Location TBD</i>	
	<b>District Foundation Dinner &amp; Training</b>	November 3, 2022 TBD	
	Pre-PETS	February, 2023	
	<b>PETS</b>	March, 2023	
	All Club Conference	April or May, 2023, Columbia, SC	
	RI Convention (Melbourne, AU)	May 27-31, 2023	
	DG Installation/Awards Banquet	TBA	
Club Plan Review	Club Plan – Key Initiatives Update – How are we doing on the top 3 strategic priorities?		1. 2. 3.
Other	President-Elect & President-Nominee Identified?		Name(s)
Club Projects	Ask for updates and accomplishments		