

## Service Chair Report – October 2013

1. Give visibility to local service projects that are aligned with Zonta's mission.
  - a. ZI Service Recognition Award (SRA) information sent to Service Chairs and Presidents emphasizes the need for publicity to increase Zonta visibility
2. Select a District Service Award winner to be given out at the 2012 Governor's Seminar and the 2013 District Conference.
  - a. Three board members evaluated information in club Annual Reports using a point system and a 2013 winner was selected.
3. Develop a procedure for selecting the District Service Award winner by March 1, 2013 for inclusion in the Policies & Procedure Manual.
  - a. A procedure has been created but has not been added to the Manual yet since the SRA may become permanent and would have to be considered.
4. Submit 1 service project sponsored by a club for the ZI Service Recognition Award at the Convention in 2014.
  - a. This is on track for completion by December 30, 2013. Information about the award process has been sent to all Service Chairs and Presidents and SRA training has been given as part of the call in Leadership Training and at Area meetings.
5. Submit 1 service project sponsored by the district for the ZI Service Recognition Award at the Convention in 2014.
  - a. A project has been selected and all D12 Service Chairs and Presidents have been encouraged to participate via email and SRA training.
6. Zonta International Awards are well known in District 12 and are promoted in its Clubs.
  - a. This will happen after the SRA winners are announced at the 2014 Convention.
7. Attend meetings as shown in the Board & Committee Chair Meetings & Conference Calls document.
  - a. Done
8. Oversee the work of the AE, YWPA, JMK, and Z/Golden Z coordinators to ensure they know their roles & meet their established timeframes. Be the interface between them and the governor.
  - a. The governor took this on for 2013.
9. Create a yearly summary of club contributions based upon the Club Annual Reports.
  - a. Done by the governor

10. ZI Service Recognition Award Project (SRA)

- a. Work with the district Advocacy and PR chairs to determine the fit with the Zonta Says No campaign.
  - i. Done – They are separate projects
- b. Determine how to roll out the program to all clubs.
  - i. Done – emails sent, presentations done at Area meetings, SRA training done on Leadership Training call, SRA training to be done at D12 Conference
- c. Be in contact with club service chairs to track their progress on the program.
  - i. In process
- d. Promote the program at all area meetings.
  - i. Done
- e. Determine how this program fits with the annual service award given out at the district conference, & modify if necessary.
  - i. Done - they are separate at least for this year.
- f. Oversee the district service project.
  - i. In process – Club Service Chairs and Presidents have been told about the project and encouraged to participate, follow up will be done
- g. Write up additional guidelines for the "100 words" document to be submitted to ZI.
  - i. Not done yet – ZI contacted for more information.
- h. Select a district evaluating committee & work with them to choose the best projects.
  - i. Not done yet
- i. Submit selected projects to ZI.
  - i. Deadline is February 2014
- j. Submit articles for the Outreach newsletter throughout the program.
  - i. Done