

ZI District 12 Secretary January 2013 Board Meeting Report

2012–2014 Goals – Objectives & Indicators:

- ❖ **Prepare minutes of the 2012 Governor's Seminar and 2013 District Conference. Post a copy in the Members' Only section of the D12 website, and send a copy to the ZI Board Liaison within 60 days of these events**
 - ✓ Had the handouts from the 2012 Governor's Seminar posted to the D12 Web site
 - ✓ Prepared the minutes for the 2012 Governor's Seminar for Board approval
 - ✓ Will have the Board approved minutes posted to the D12 website

- ❖ **Prepare and distribute a participant survey within one month after the 2012 Governor's Seminar and the 2013 District Conference. Analyze the results and present findings to the District Board within 60 days of the event**
 - ✓ Prepared and distributed an electronic survey for 2012 Governor's Seminar
 - ✓ Summarized the results of the survey and presented the findings to the Board during a conference call

- ❖ **Prepare minutes of all District Board meetings and send a copy to each board member within 45 days after the meeting**
 - ✓ Prepared the minutes for the September Board meeting. Governor Sheila distributed the minutes with the agenda for the January Board meeting.
 - ✓ Will compile the minutes for the January 2013 Board meeting and distribute them to the Board after the meeting.

- ❖ **Send proposals adopted at the District Conference to amend the ZI Bylaws to the ZI Bylaws & Resolutions Committee within 30 days after the District Conference**
 - ✓ No activity planned on this objective before the next Board meeting

- ❖ **Send proposed resolutions for the ZI Bylaws adopted at the District Conference to the ZI Bylaws & Resolutions Committee at least 180 days prior to the International Convention**
 - ✓ No activity planned on this objective before the next Board meeting

Miscellaneous Activities –

- ✓ Will email an updated Board Contact list to Board members