

## District 57 Toastmasters Club Plan for Excellence

Club Officers,

Complete the **2019-2020 Plan for Excellence**, have it signed by all club officers and your Area or Division Director before September 15 to earn a **\$20 Food/Beverage Reimbursement** for your next officer meeting.

Email [kevin@d57tm.org](mailto:kevin@d57tm.org) with any questions. District Officers, submit this form to [awards@d57tm.org](mailto:awards@d57tm.org) when complete and signed.

### Club Information

Club Name: \_\_\_\_\_

Last year we were a Distinguished – Select Distinguished – Presidents Distinguished club (circle one, if any)

[Find out if you were Distinguished by visiting last years Dashboard, [here](#)]

Our Base Membership as of July 1, 2019 is: \_\_\_\_\_ (#). We need \_\_\_\_\_ total members to qualify for the Distinguished Club Program

[Look at the current Dashboard [here](#), search for your club and find the information in the Membership block which looks like this:

Membership	
Base	To Date
10	11
Required	
15	
20 members or a net growth of 5 new members	

### Officer Meetings

We will hold **officer meetings** once a month on the 1st /2nd/3rd/4th (circle one) \_\_\_\_\_ (day of week)

### Officer Training

We will send \_\_\_\_\_ (#) officers to training in the Summer and \_\_\_\_\_ (#) officers in the Winter

[Club Officer Training is on the calendar [here](#)]

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**Open Houses**

\*\* \$50 Open House Rebates available in 3 time periods: Aug – Sept, Jan – Feb, March – April\*\*

We will hold \_\_\_\_\_ open houses per year. The dates we will hold them are:

Open House 1 \_\_\_\_\_ (date)      Open House 3 \_\_\_\_\_ (date)

Open House 2 \_\_\_\_\_ (date)      Open House 4 \_\_\_\_\_ (date)

Additional Open House Date(s) \_\_\_\_\_

[Learn how to run an Excellence Open House [here](#)]

**Club Quality**

When did you last do a Moments of Truth? \_\_\_\_\_ (date, never or I don't know)

When will you run your next Moments of Truth? \_\_\_\_\_ (date)

[Read more about the Moments of Truth program [here](#)]

\*\* Clubs with 3-12 members qualify for a club coach \*\*

We would like a club coach -    Yes    -    No    (circle one)

We don't qualify for a coach: \_\_\_\_\_ (name, if any) will volunteer to be a club coach

**VP Pathways**

Our VP Pathways, supporting the new educational experience will be \_\_\_\_\_ (name)

**Dues Renewal**

We will first announce dues are due on \_\_\_\_\_ (2019 date) and \_\_\_\_\_ (2020 date)

We will collect dues by cash – check – PayPal – Square – Venmo – Other (circle all relevant)

We will pay \_\_\_\_\_ # of membership payments before \_\_\_\_\_ (2019 date) and  
\_\_\_\_\_ (2020 date)

[Learn best practices to collect dues [here](#)]

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**Club Website**

**\*\* Compete to win a \$100 Taco Party by updating your Website or Meetup before Nov 1 \*\***

Does your website have an updated photo or video of your club members? Yes - No (circle one)

Is your contact information and directions on the website and find-a-club updated? Yes - No (circle one)

**Excellence Awards**

We will earn \$25 for completing \_\_\_\_\_ (goal 1)

We will earn \$25 for completing \_\_\_\_\_ (goal 2)

[Discover your Excellence Awards goals [here](#)]

**Guest Experience**

We have a guest book: Yes - No (circle one)

We have a guest packet: Yes - No (circle one)

The \_\_\_\_\_ (role) will follow-up with guests \_\_\_\_\_ days after they visit

**All Signatures below required for reimbursement**

Today's date: \_\_\_\_\_

Club President: \_\_\_\_\_

VP Education: \_\_\_\_\_

VP Membership: \_\_\_\_\_

Treasurer: \_\_\_\_\_

VP Public Relations \_\_\_\_\_

SAA: \_\_\_\_\_

Secretary: \_\_\_\_\_

Area Director: \_\_\_\_\_