

Interact District 5160 Council Meeting

Date: August 22, 2021

Time: 10am - 11:30am

Location: Zoom

Reminders (10:00am - 10:05am)

- Attendance requirements
 - Allowed to miss two meetings OR one event
 - For meetings: Notify each DG at least 3 days in advance
 - For events: Notify each DG at least one week in advance
- Join District Remind [Text @dist5160 to 81010]
- Follow District Instagram [@interactdistrict5160]
- Resources on [website](#)
 - Events, clubs, handbook, constitution, etc.
 - Updated District Council page
- Slack etiquette
 - Add all of the DGs to ALL group chats
 - Check Slack at least once a day
 - Turn on Slack notifications
- Zoom Leadership Conference: Sep 26, 2021
 - Start publicizing Aug 22, 2021

Publicists/Videographer (10:05am - 10:10am)

- Post Leadership Conference flyer(after Danielle figures out website page w/ webmaster), DM clubs to repost and advertise during their meetings
- Make a youth programs post of all the programs we have (Camp royal, Camp Venture, Young Royal, youth exchange, etc.)
 - Refer to website for information
- Make a post about District Awards (remind Danielle to send info.)
- Add Rotary Youth Exchange [website](#), a link to [Best Buddies](#), and [link to register](#) for leadership conference to Linktree
- Updates?

Webmaster (10:10am - 10:15am)

- Put the Zoom Leadership Conference on the website and make it open for registration
 - Make sure to collect name, email address, etc.
 - Get the official flyer from the publicists
- Check with directory and update the website
- Where there is a drop down menu with the two sticker selling options, make that be called "fundraisers"
 - Add another box that says all events/meetings/collaborations and make sure to upload meeting minutes under there

- On the member part of the website, scroll all the way down and remove the meeting minute option from there
- Make note of the questions you want to ask Ben
- Updates?

International Service Coordinator/District Service Coordinator (10:15am - 10:20am)

- ISC updates on project? Reached out to India club
- DSC updates on [project](#)?

Activities Coordinator (10:20am - 10:25am)

- Plan ~30 minute icebreakers for each in-person DC meeting
- Plan an icebreaker activity for Leadership Conference
 - Time management game (list of tasks for each group to complete with different point values, whichever team gets the most points wins)
- Work with Tristyn to plan some sort of bonding/get together for September
- Updates?

DA's and Delegates (10:25am - 10:30am)

- Update from the DA's on how things are going
- Questions, ask the DA's
- Texts are more efficient than email for contacting
 - When using district emails, try sending individual emails to avoid emails from going to spam
- Keep trying to update the Directory with new leadership contact info (reach out to individual clubs)
 - Once contact info is updated type "Updated for 21-22" in notes
 - Complete by August 22
- Start to publicize Leadership Conference starting August 22
 - DA's make email template by end of week for delegates to send out

All Positions (10:30am - 10:35am)

- Youth programs liaison update?
 - Have 15 min presentation at leadership conference
- Logistics/Secretary update?
 - Sent out email about last meetings strike, going to start planning venues for kick-off
- Lieutenant Governor update?
 - Also working on planning kick-off
- Questions?

Rotary District Conference Video (10:35am - 10:40am)

- Form committee: Rhea, Danielle, Sahithi, Kirsten, Emily, Sanhita, Rheeeya, Kelly?

District 5160 X District 5170 Projects (10:40am - 10:45am)

- Form committee: Rhea, Danielle, Kaitlyn, Stephanie, Kimberly, Sanhita, Kylie, Lauren

Zoom Leadership Conference (10:45am - 11:10am)

- Date: September 26
 - Time: 10am-12:30pm
- Goals of conference
 - Open to all leadership of clubs
 - Do breakout groups of 15 minute presentations on chosen activities
 - District service project and fundraising
 - Emphasize staying connected with District Council
 - Delegates going into breakout rooms with their area
- Go over [Minute-by-Minute](#)
- Leadership Conference Workshops:
 - [Mental Health workshop](#)
 - Lauren, Kaitlyn, Emily, Tia, Arushi, Kirsten, Jake
 - [Service Project workshop](#)
 - Stephanie Lau, Gautham, Surpreet, Kimberly, Ronald, Sahithi
 - Guest Speaker

Date	Position	Task
7/25/21	DC	Brainstorm
8/8 - 8/15	Events	Minute by Minute
8/20/21	Webmaster	Event on Website
8/22/21	Publicists & Delegates	Publicize
9/19/21	All	Finish Prep
9/26/21	DC	Hold Event

Kick-Off Planning (11:10am - 11:15am)

- Date: Nov 21, 2021
 - Time: 9:00AM-12:00PM
- LGs + logistics/secretary- reach out to venues/ brunch food trucks (fundraising)

Closing (11:15am - 11:20am)

- Teams:
 - Recruitment: work on section of club pamphlet
 - Events: minute by minute, logistics of event
 - Finish making descriptions for each award

- Make sure to stay on top of tracking the award
- Fundraising: work on planning an actual fundraiser/ help look for food trucks that we can fundraise with during kick-off
- Questions?

Next meeting will be IN-PERSON on Sunday, September 12th from 9am-12pm

Meeting Location TBD