

Interact District 5160 Council Meeting

Date: August 8, 2021

Time: 10am - 11am

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](#) (show on screen)
 - 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
- [Best Buddies](#) is our service project
 - Our service projects, themes, and fundraisers will mainly focus on Best Buddies
- [Zoom Leadership Conference: Sep 26, 2021](#)
 - [Start publicizing Aug 22, 2021](#)

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

- Flyer and publicize Zoom Leadership Conference (by 8/20)
- Finish making contact info post with remind codes, email, website, etc.
 - Reach out to delegates for remind codes
- Make a post on "what is interact?" and different areas
- ^Preferably done in a week from today
- Add Rotary Youth Exchange [website](#) 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

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

- Have first proposals for the year ready to present to the council by August 22 meeting
 - Send proposal for initial approval to the DGs by August 20
 - Prepare the resources you would like from the council
- DSC- make the idea related to "Best Buddies"

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

- Plan ~30 minute icebreakers for each in-person DC meeting
- Plan an icebreaker activity for Leadership Conference
- Work with Tristyn to plan some sort of bonding/get together for September
- What would the council like?

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
- 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
 - Update from Delegates
- Start to publicize Leadership Conference starting August 22
 - Go over ways to do this

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

- Youth programs liaison update
 - Rotary Youth Exchange [website](#)
- Berkeley Stayover
- Don Winters [Update](#)
 - Encouraging an environmental committee
 - Starting middle school Interact clubs
 - Help any middle school siblings & encourage starting a club
 - New Interact Club at Davis High School
 - Fundraising team → plan an event and raise funds for communities affected by wildfires
 - Message Tristyn (Text + Slack)
- Questions?

Zoom Leadership Conference (10:35am - 10:50am)

- 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
- Choose 2 additional Leadership Conference Activities:
 - Mental Health workshop
 - Lauren, Kaitlyn, Emily, Tia, Arushi, Kirsten
 - Being active on social media to increase recruitment and how to publicize
 - Social etiquette/public speaking workshop
 - Guest speaker
 - Service Project workshop
 - Stephanie Lau, Gautham, Surpreet, Kimberly, Ronald, Sahithi
 - Member recruitment workshop
- Events team plan call to discuss minute by minute
- \$0

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 (10:50am - 10:55am)

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

Closing (10:55am - 11:00am)

- Teams:
 - Recruitment: work on section of club pamphlet
 - Events: minute by minute, logistics of event

- Decide on what awards we will be giving during Bay Cruise and how we will track it
- Send the list of awards to the publicists for them to make a post about it
- 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 VIRTUAL on Sunday, August 22nd from 10am-11am