



The 46th Annual Ohio District Circle K Convention

Daniel J. Romanello Sr. Club Achievement Award

Circle K Club of _____

Permanent Mailing Address _____

Official Club Membership _____ (Number of Dues-Paid Members)

DIRECTIONS FOR THE COMPLETION OF THIS AWARD FORM:

1. Place the number of members in your club on the proper line below. Members reported must be in good standing as reported to the Ohio District and Circle K International as of January 1, 2003.
2. Complete the remainder of the form using club minutes, report forms sent to the Ohio District and Circle K International, project report forms, etc.
3. Review your award submission with the Circle K Club President and Secretary, Faculty Advisor, and Kiwanis Advisor.

Number of Circle K members as of January 1, 2003: _____

GOLD DIVISION (36+ members) _____

SILVER DIVISION (35-26 members) _____

BRONZE DIVISION (25 or less members) _____

I. CIRCLE K CLUB ADMINISTRATION - 40 POINTS TOTAL

TOTAL DUES PAID: District _____
International _____

A. ATTENDANCE (at meetings) _____%(5 pts)

B. MEETINGS (10 pts)

1. Weekly? Bi-weekly? _____
2. Number of weekly/bi-weekly meetings _____
3. Number of summer meetings _____
4. Number of Board meetings _____
5. Number of other special meetings _____
6. Do you have (yes/no)
 - a. Invocation? _____
 - b. Pledge/Anthem? _____
 - c. Banner? _____
 - d. Newsletter? _____
 - e. Bell? _____
 - f. Agendas? _____
 - g. Files (club officer)? _____
 - h. Scrapbook? _____
 - i. Meeting Programs (ie: speakers, presentations, etc.)? _____
7. Number and percentage of Meetings attended by:
 - a. Faculty Advisor _____
 - b. Other faculty or administration _____
 - c. Non-member students _____

C. CLUB EDUCATION (20 pts)

1. List up to 10 membership, recruitment, and development programs with a one sentence description of each program. **Please use separate sheet of paper.**
2. How many new members were inducted between Feb.1 and Jan. 25? _____
3. List up to 10 programs for each section (a. and b.) and give a one sentence description of each individual program (**Please use separate sheet of paper**):
 - a. New members
 - b. Club officers, committee chairs, club directors

D. FELLOWSHIP (5 pts)

1. List projects designed to promote fellowship that the club participated in.
2. List definite ideas and programs used to promote meeting attendance.

E. PUBLIC RELATIONS (10 pts)

1. List the different situations in which your club used advertisements to promote Circle K:
 - a. On Campus
 - b. In the Community
2. List the number of articles that appeared in (please provide examples):
 - a. The Campus Newspaper _____
 - b. The Community Newspaper _____
 - c. Other Non-Circle K publications _____
 - d. Circle K Magazine _____
3. List any coverage received by your club from:
 - a. Television
 - b. Radio (Campus & Community)

II. KIWANIS FAMILY ACTIVITIES AND INTERCLUBS - 20 POINTS TOTAL

PLEASE LIST ALL CHARTS ON A SEPARATE SHEET OF PAPER.

A. CIRCLE K (5 pts)

1. List interclub meetings, projects, and socials (minimum of 3 members) in which your club participated or acted as host with other Circle K Clubs.

<u>Types of service</u> <u>meetings</u>	<u>Names of other</u> <u>clubs involved</u>	<u>Date</u>	<u>Total</u> <u>present</u>	<u>Number of club</u> <u>members present</u>	<u>Hours</u>
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B. KIWANIS FAMILY (10 pts)

1. List the number and percentage of meetings attended by:
 - a. Kiwanis Advisor _____
 - b. Other Kiwanians _____
 - c. Key Club Members _____

d. Other Kiwanis-Family Members _____

2. List Circle K attendance at: (a minimum of 3 members is required)

a. Key Club Meetings _____

b. Key Club Projects/ and special events (list in chart form below)

<u>Types of service meetings</u>	<u>Names of other clubs involved</u>	<u>Date</u>	<u>Total members</u>	<u>Number of club members present</u>	<u>Hours</u>
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c. Kiwanis Projects (list project and/or service hours)

<u>Types of service meetings</u>	<u>Names of other clubs involved</u>	<u>Date</u>	<u>Total members</u>	<u>Number of club members present</u>	<u>Hours</u>
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d. Kiwanis Meetings attended (a minimum of 3 members is required) _____

e. Kiwanis Special Events (list in chart form below)

<u>Types of service meetings</u>	<u>Names of other clubs involved</u>	<u>Date</u>	<u>Total members</u>	<u>Number of club members present</u>	<u>Hours</u>
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3. What programs has your club initiated to specifically promote the Kiwanis Family Relations?

<u>Name of programs or event</u>	<u>Description</u>
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III. RELATIONS TO THE DISTRICT - 10 POINTS TOTAL

A. Date initial District Dues were paid _____ (1 pt)

B. Number of monthly reports sent to (2 pts):

District Secretary _____ District Treasurer _____

Club Achievement 5

C. List type and number of reports sent to your District Publication (excluding District Officers, appointed and elected) (2 pts).

<u>Type of Report</u>	<u>Summary</u>	<u>Date</u>	<u>Name of Publication in which it was published</u>
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D. List functions (Divisional or District) attended as a club as well as the number of members attending the event. Indicate "host" where appropriate (2 pts).

<u>Type of event</u>	<u>Location</u>	<u>Number of club members</u>	<u>Total attendees</u>
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E. List club members holding District Office, and Title (1 pt).

<u>Name</u>	<u>District Office / Title</u>
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F. List contacts with District Officers (excluding official reports and district events) (2 pts).

<u>Type of Contact</u>	<u>Title of district officer</u>	<u>Content (briefly)</u>	<u>Date</u>
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IV. RELATIONS TO CIRCLE K INTERNATIONAL - 5 POINTS TOTAL

A. Have you given any feedback to the International Board or Trustees in regard to the services that they are providing you? (1 pt)

B. Did your club send a delegate(s) to the 2002 International Convention? Y / N (1 pt)

C. Did your club take part in International Service Day? (1 pt) Y / N

If Yes, please include date: _____

- D. List any activities to promote and celebrate Circle K Week that your club initiated and/or participated in (1 pt).

Activities

Description (briefly explain)

- E. List any awards your club entered at the 2002 Circle K International Convention (1pt).

Contest

Results

V. SERVICE PROJECTS - 95 POINTS TOTAL

- A. SERVICE TO CAMPUS: Give a brief description of your 2 best projects from each of the following areas. Please tally total service hours for all campus service projects. (40 pts.)

<u>Describe project</u>	<u>Who Benefited?</u>	<u>Number of members participating</u>	<u>Service hours</u>	<u>Money raised (if any)</u>
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Total Campus Service Hours:

- B. SERVICE TO COMMUNITY: Give a brief description of your 2 best projects in this area. Please tally total service hours for all community service projects. List projects that are not covered in Part A or C. (40 pts.)

<u>Describe project</u>	<u>Who Benefited?</u>	<u>Number of members participating</u>	<u>Service hours</u>	<u>Money raised (if any)</u>
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Total Community Service Hours:

- C. OTHER SERVICE: List all service projects that your club has done that are not listed in Part A or B. Please tally total service hours of all service projects. (15 pts.)

<u>Describe Project</u>	<u>Who Benefited?</u>	<u>Number of members participating</u>	<u>Service hours</u>	<u>Money raised (if any)</u>
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Total Club Service Hours:

VI. NON-SERVICE PROJECTS - 20 POINTS TOTAL

Give a description of your two best projects in each of the two (2) areas below.

A. SOCIAL EVENTS (non-service) (10 pts.)

<u>Briefly describe project</u>	<u>Number of Club members present</u>	<u>Hours involved</u>	<u>Total number of people present</u>
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B. RAISING OF FUNDS FOR CLUB USE (10 pts)

<u>Briefly describe project</u>	<u>Number of members</u>	<u>Hours involved</u>	<u>Amount raised</u>
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