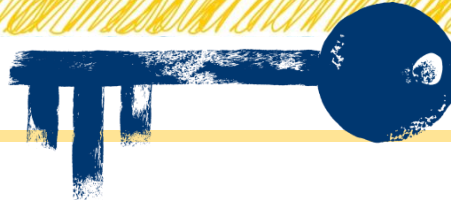


# JacKEY Updates

April 2014



Hello, Club Secretaries!

As I promised in my campaign for District Secretary, I will be sending you all monthly updates about what I and the NJ District Board in general are accomplishing! Throughout April, I have been working on making spreadsheets (lots and lots of spreadsheets) for recording form submissions; collecting and sending suggestions about CMRFs; and **organizing the Spring Regional Training Conferences (RTCs)** with the other co-chairperson, Lieutenant Governor Nathaniel Silberman from Division 13! The theme for this year's RTCs---both in the spring and in the fall---is classical Greek/Roman mythology, personal favorites of mine.

Please do send me an email or Facebook message if you ever have any questions! This service year is already off to a wonderful start and I would be happy to help you and your clubs make sure the rest of the year is just as successful.

Join the **"New Jersey District Key Club Secretaries" Facebook group** to connect with past Key Club secretaries and get tips and reminders for CMRFs and other report forms.

Yours in Caring and Service,

Jacqueline (Jackie) Dragon

## NJ District Website

The newly updated website hosts a wealth of useful and just plain interesting resources. Check out the:

- Resources Tab → "Club Secretaries" for a blank CMRF, CMRF Instructions, an example hour-record format, and more.
- Board Member Introduction letters.
- Board Member Blog Posts.
- District Board Roster and Photo Gallery (Click on a Board Member's picture to get to his/her introduction letter).
- Calendar of district and divisional events.

Webmaster Srikar is always working to keep things updated---and I am also updating the calendar!

Did your club turn in a Club Monthly Report Form (CMRF) this month? If not, you can still turn in your CMRF late by sending it to your **Lieutenant Governor, your Zone Administrator, and me!** A late and/or relatively empty form is better than nothing.

CMRFs are useful records of your club's monthly activities and are to be sent in each month (**even in the summer**)! They are great ways to measure and record your progress and help with the Annual Achievement form at the end of the year.