

# Club Quarterly Report – 4<sup>th</sup> Quarter

A fillable version of this form is available on the Ruritan website under Member Resources/Fillable Forms. If you do not have access to the website, please send copies of this report to the District Governor, Lt. Governor, Zone Governor, and your National Rep. Keep a copy for your records and send this report in the yellow envelope provided to the National Office. Report should be POSTMARKED by the 10<sup>th</sup> of January.

**NOTE: You should be receiving monthly Membership Audit reports from the National Office. Please use those to note membership changes, or member status changes. Your club is invoiced for the members listed on that report, plus any added through the month.**

Club Name \_\_\_\_\_ Club # \_\_\_\_\_ State \_\_\_\_\_ District # \_\_\_\_\_ Zone # \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

What is your club doing to focus on growth?

In what areas do you feel your club is struggling at this time?

Please list your club's fundraising activities, donations, community service projects, and upcoming activities for this quarter.

How many volunteer hours and total amount of donations has your club provided for this quarter?

Has there been contact between your Club and your Zone, your District and/or your National Representative? Please note the intended path for communication as provided on page 5 of the Club Officers Handbook: Clubs – Zone Governors – District Cabinet – National Representative.

| Have your quarterly dues been paid? Y/N _____ |                                |                    |                        |                  |                    |                                       |
|-----------------------------------------------|--------------------------------|--------------------|------------------------|------------------|--------------------|---------------------------------------|
| Attendance Report for 4 <sup>th</sup> Quarter |                                |                    |                        |                  |                    |                                       |
|                                               | Full Members Attending Meeting | "Made Up" Meetings | Board Meeting Held Y/N | Total Membership | Total Full Members | Percentage of Full Member Attendance* |
| October                                       |                                |                    |                        |                  |                    |                                       |
| November                                      |                                |                    |                        |                  |                    |                                       |
| December                                      |                                |                    |                        |                  |                    |                                       |

\*Divide Full Members Attending Meeting by Total Full Members to get Percentage of Full Member Attendance