**District 5 Committees and Biennial Goals & Projects**

Your Committee Descriptions are in the **District Manual, Section Three**, please review them. The information and projects here are what I discussed with you and the **Goals to achieve this 2024-26 Biennium**. These are all In line with the **ZI Biennial Goals** (approved at Brisbane Convention) and our **District 5 Strategic Plan** (approved by your District Board 7/2024)

Notice how many of You will be Connecting to Other District Chairs to help our Clubs and Members with the Bigger Picture of Zonta!

Connecting and Effective Communication is the Goal this Biennium!

**Advocacy Communications:**

Connects and Communicates with All D5 Club Advocacy Chairs, sharing Advocacy Projects from Club to Club and making sure the Clubs are posting on our D5 Facebook page, send to our District Web Master and the ZI Share Your Story.

Connects with her ZI Advocacy Chair for help and guidance and sharing any Advocacy News from ZI and the District to our Clubs.

Shares the ZI Advocacy Tools (zonta.org) for our Worldwide 16 Days of Activism/Zonta Says NO to Violence Against Women Campaign to help our Clubs and District. Can post on our D5 Facebook any Advocacy Events going on around the district.

May create a District Advocacy Project (orange girl) to share with Clubs and help them create Advocacy Awareness in their Communities.

Assists our **Advocacy Legislation Chair** by sending Legislative Initiatives to Clubs statewide regarding our Biennial Project of Ending Child Marriage in each of our District’s 3-States of KY, OH & WV

To Review the USACaucus Website for Tools and Information to Help

**Advocacy Legislation -ECM:**

The Key Goal here is to initiate the process to make all of our District 5 States an 18 NO Exceptions to Marry therefore eliminating Child Marriage.

To research all 3 States Laws regarding Women’s Rights and to discover if either Columbus, Frankfort or Charleston have Laws Pending to End Child Marriage

To work with our Clubs, in each State, to find Legislators to Sponsor Laws to End Child Marriage. Our **Advocacy Communications Chair** can help you with this too.

To work with our **D5 Advocacy Communications Chair**, once a Bill is introduced, to organize a Campaign with our Members to contact their Legislators to Vote for Bills regarding Ending Child Marriage or any Bills about Women’s Rights.

To also work with the ZI Advocacy Chair and Review the USACaucus Website for tools and great information to Help.

Possibly to reach out to Unchained At Last for Help – Gov. Kimm can help.

**Bylaws and Resolutions:**

To send the ZI changes to Bylaws (usually out in winter 2024-25) to all Clubs and help them to edit their Bylaws to comply with ZI’s. All Clubs should have their Bylaws/Resolutions Approved by Vote by April 15th, 2025.

To work with our District Parliamentarian on our D5 Bylaws to be sure they are updated and in compliance with ZI’s.

To connect with your ZI Bylaws/Resolutions Chair for guidance and help.

To ask our Club Bylaws Chairs for any Amendments to propose at our District 5 Voting Conference 2025. And to work with the District Parliamentarian on Voting to Approve the Proposed Bylaws at the District 5 Voting Conference 2025.

To draft any Amendments our District 5 would like to propose to ZI for the Vancouver Convention 2026.

**Club Creators:**

To work with the **District Lt. Governor/Membership Chair** to set Goals and Open new Clubs in our District. This Biennium our focus should be on W. Virginia and Kentucky and then Ohio when connections arise.

To work with the **Membership Chair** and a Committee to do Due Diligence into any area where we want to open a New Club and make those Contacts.

To connect with the ZI Club Creators Chair and keep her apprised of all happenings and for guidance and help.

To draft the *How To Open and Finance New Clubs* Information for Future Club Creators.

**Conference Chair:**

To plan and implement the District Governor’s Conference and the District Voting Conference with a District Committee, Host Club/Area (when possible) and the District Governor.

To use the ZI Conference Planning Manual and our ZI Representative to assist especially with the Voting Conference.

To Mentor another 1-2 District Members to become the Conference Chair(s) for the next Biennium.

**Education Equality – Scholarships/Awards/Fellowship:**

To learn the changes and deadlines for each, make a chart for submissions and choose an EE Committee (You, Gov, Lt. Gov, +2 more)

To connect with each Club Scholarship Chair to share ZI Tools and help them reach out into their communities, for Candidates.

To gather all Applications from Clubs and submit to our District EE Committee and schedule the Zoom Meeting to review and choose the District Winner, who then advances to ZI.

To submit our District Winner, on time, to ZI. And be sure to connect with the ZI Chairs for all Awards and use them for guidance and help.

To keep contact with Applicants and District Winners for Membership and Speaking opportunities within Zonta.

**Finance:**

Always Chaired by the District Treasurer and her Committee is the Governor, Lt. Governor. ZFW Ambassador, Conference Chair and 1 Other General Member.

To keep all Financial Records and let Chairs and the Governor know the running tallies of Committees…especially if getting close to going over Budget.

To educate our Leaders and Members on District Financial basics and Tax Designations and Deadlines. i.e 501( c ) 4 and 501( c ) 3

To be sure all Clubs understand and get their Membership Renewals in to District and ZI, on time.

To work with the **D5 Lt. Governor/Membership Chair** letting her and the Governor know the monthly ZI Membership numbers.

To work with the Governor, Governor-elect and Committee on the next Biennial Budget before presenting to District Board and then to be Approved at the District Voting Conference

To be sure all books are audited, or a compilation is done regularly.

To work with the Former District Treasurer and the ZI Treasurer for guidance and help.

**Historian:**

Our District History is in very good shape but will need some updates.

Please educate Members on our District’s History and Legacies by creative methods at Conference or contacting Clubs via email to share interesting historical facts, with their Members.

Making sure all Clubs have their Histories done and given to Members and that these are stored in approved places.

Gathering the Histories of Disbanded Clubs to be stored with our District’s documents.

Teach New Clubs Created to start their Histories.

**Membership:**

We are continuing with the 3-Pillars of Membership: Gaining New Members, Retaining Current Members and Creating New Clubs.

To work with the **Club Creator Chair** to fill pockets of under-represented areas in our District, with New Productive Clubs.

To choose a Membership Committee (You, Club Creator Chair, Z-Golden Z Chair +2 More)

To formulate an Engagement Training to help our Clubs with Retaining Members.

To continue promoting Events and Actions to Gain New Members.

To possibly implement a Membership Grant Program giving monies from the District to Clubs who hold Membership Sponsoring Events.

To work with the District Treasurer to know the monthly Membership Numbers and to Educate all Members about the importance of keeping our Numbers growing.

To connect with the ZI Membership Chair and the ZI Club Creators Chair for guidance and help,

**Public Relations:**

Communicating with all District Clubs and sharing information between Clubs to connect them and keep them apprised of each other’s important Events and Accomplishments.

To post regularly on our D5 Facebook page. To share pictures/information with our D5 Web Master so she can also post on our Webpage.

To encourage that our Clubs all share a couple Items/Events on the ZI Share Your Story @ Zonta.org (its very easy). This Chair can post at ZI too.

Work with the **Membership, Advocacy, Service, Etc Chairs** to post Events on our District Facebook.

Share pictures from District Events like Conference, Area Meets, Scholarship Winners, Etc.

Connects with the ZI PR for guidance and help.

**Service Communications:**

Connects and Communicates with All D5 Club Service Chairs, sharing Local Service Projects from Club to Club and making sure the Clubs are posting on our D5 Facebook page, District Website (send to Web Master Eileen) and the ZI Share Your Story.

Connects with her ZI Service Chair for guidance and help.

To educate all our Members on the Biennial International Service Projects and keep us all apprised of results, as the Biennium progresses.

Share ZI Service Tools (zonta.org) to help our Clubs and District. Can post on our D5 Facebook any Service Events going on around the District.

Assists our **Service District Project Chair** by Communicating the District Biennial ESK Project to all Members and Clubs. And helping to implement this project at our District Conference. E=Emergency S=Safety K=Kits.

**Service District Project – ESK’s = Emergency Safety Kits:**

To Plan and Implement the District Biennial ESK Project at District Conference and to help purchase, solicit and obtain the items/bags needed to make them.

To Train all Clubs to Partner with like-minded Organizations and make ESK’s to help all Women & Girls, in their Communities.

To Educate all Members on the Importance of being ready to Evacuate in case of Climate Issue, Community Crisis or Domestic Violence Situation.

To Follow through with all our Club Members to be sure each of us has our own ESK and are also prepared, for any Community Crisis.

**United Nations/CSW:**

To Teach our Members about our Partnership with the United Nations.

To Help the **District Service Communications Chair** with sharing our International Service Projects and how they align with UN initiatives.

To think of creative ways our Clubs can Celebrate UN Month (October)

To see if any of our Clubs are near a UNA in their area – United Nations Association (local agencies to promote the UN)

To Educate all about CSW – Commission on the Status of Women and the online way to attend events.

To possibly attend CSW in NY, NY 2025 and/or 2026. You will LOVE it!

To Connect with the ZI UN Chair for guidance and help.

**Website:**

To update and keep information on our District Website up-to-date.

To add District pictures, events, important items with help from the other Chairs of our District.

To work with the District 5 **Conference Chair(s)** to post the Call to Conference and Registration for our Conferences.

To review Club Facebook pages and add events/pictures.

To Mentor 1-2 Members to learn and help with our Website in the Future.

**ZFW Ambassador:**

To set Donation Goals such at Total Biennial Amount and 100% of Clubs Donating and improving the Number of Individual Donations. Last Biennium Goals were well done, which should help.

To connect with our ZI – ZFW Chair for guidance and help and for information to share information with our Members.

To work with our **District UN/CSW and Service Chairs** to help Members understand how these donations effect and improve Women and Girls lives Worldwide.

Plan Creative ways to solicit donations at our District Conferences. Key is to collect donations from those not attending. Voting Conference – District 15 up for Michigan vs. Ohio State Challenge. You will have to work with the D15 ZFW Chair to plan.

To have Fun and have Creative ways to show Appreciation to all Members who choose to Donate.

**Z & Golden Z Clubs:**

To set a Goal of how many Z and Golden Z Clubs will be started this Biennium.

To give a Report on how many Jr Clubs we have in the District at time of District Conference 2024.

To give a tutorial to all Clubs on How/Why to have Jr. Zonta Club and the importance of Mentoring our Youth.

To work with the **District Membership Chair** and her Committee.

To be sure all dues are paid annually to ZI from our Jr. Clubs.

To work with the ZI – Z and Golden Z Chair for guidance and help.

To choose a Committee of 1-2 District Members to Mentor.