



Kiwaniis®

CORTANA, BATON ROUGE

The I-Plan of CORTANA, BATON ROUGE of the Louisiana-Mississippi-West Tennessee District of Kiwaniis International

KIWANIS MOTTO: Serving the Children of the World

DEFINING STATEMENT OF KIWANIS: Kiwanis is a global organization of volunteers dedicated to improving the world one child and one community at a time.

CORTANA, BATON ROUGE

OUR VISION: Our club will be the premier volunteer service organization in our community committed to improving the lives of youth and adults.

OUR MISSION: We will enhance the quality of life in our community through service.

Our Priorities and Goals

Inspiration MEMBERSHIP & ENGAGEMENT

GOAL: To build, retain and support a growing Kiwanis membership network

Cortana must promote excellence in developing members to achieve its mission.

STRATEGY:

1. Increase membership in Cortana Kiwanis
2. Encourage leadership participation in all levels of the Cortana Kiwanis
3. Keep up the moral of our members thru KI and LMWT District events
4. Keep up the morale of Cortana members through meetings, service projects and other club opportunities
5. Build a strong network of local and global partners

Impact MEANINGFUL SERVICE

GOAL: To perform meaningful service, with service to children as our priority

Cortana must promote excellence in programs and service throughout the community and district.

STRATEGY:

1. Increase awareness and participation of children's service projects in local schools and community programs
2. Develop highly visible and significant community projects
3. Promote a signature project
4. Continue and Develop hands-on service projects and align with community needs
5. Empower and support growth in our Service Leadership Programs
6. Participate in Kiwanis One Day each year, Continue to support District AED Project and the KI Eliminate Project

Image OUR KIWANIS IMAGE

GOAL: To enhance the Kiwanis image in our community and worldwide

Cortana must promote excellence in awareness and marketing.

STRATEGY:

1. Enhance Cortana's image with advertising
2. Promote Cortana in the community
3. Members are walking billboards
4. Increase knowledge of our mission, both internally and externally
5. Unify all Kiwanis brands

Investment FINANCIAL VIABILITY

GOAL: To ensure financial viability and responsible stewardship

Cortana funds many activities and raises substantial amounts of funds. It must promote excellence in financial sustainability and the members must be good financial stewards.

STRATEGY:

1. Build a non-dues revenue stream
2. Ensure Cortana's financial stability
3. Work with partners and make alliances to lessen financial strain and increase impact
4. Contribute to LMWT Kiwanis District and Kiwanis International Foundations

Strategic I-Plan For Cortana Kiwanis

Goal	Item	Description	Responsibility	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Inspiration	GOAL: To build, retain and support a growing Kiwanis membership network							
Strategy 1: Increase membership in Cortana Kiwanis								
<i>Inspiration</i>	a	Hold membership recruitment meetings with high profile speakers	Program chair/committee; Membership chair/committee	1x per year	2x per year	Continue recruitment meetings	Continue recruitment meetings	Continue recruitment meetings
<i>Inspiration</i>	b	Have business cards and tri fold brochures available for any member to hand out to potential members	Membership chair/committee; Corki editors	Print as needed Update yearly	Print as needed Update yearly	Print as needed Update yearly	Print as needed Update yearly	Print as needed Update yearly
<i>Inspiration</i>	c	Utilize all marketing aspects to recruit diverse members	All members	Use social media; Contact BUG & Key Club parents; Seek corporate funded memberships	Continue	Continue	Continue	Continue
<i>Inspiration</i>	d	Hold various recruiting events (Crawfish Boil, Bowling, etc.)	Social Chair/Committee	Organize at least one event per year; budget funds	Continue	Continue	Continue	Continue
<i>Inspiration</i>	e	Follow up with weekly program speakers to make them aware of Cortana Kiwanis and consider membership	Membership chair/committee; Program chair/committee	Obtain email address, email copy of Corki and ask if they would like to receive copy weekly; Send letter of thanks on Cortana Kiwanis letterhead	Continue	Continue	Continue	Continue
Strategy 2: Encourage leadership participation in all levels of Cortana Kiwanis								
<i>Inspiration</i>	a	Hold trainings on leadership opportunities with new and seasoned members	Membership/Orientation committee	Schedule this at one meeting per qtr.	Continue	Continue	Continue	Continue
<i>Inspiration</i>	b	Encourage new and seasoned members to serve on least one committee	President / Committee Chairs	Have committee chairs contact members and explain how they can help	Continue	Continue	Continue	Continue
<i>Inspiration</i>	c	Develop active committee system;	President/Pres-Elect	Select chair; P/E and chair will recruit committee members	Chairs will report activity quarterly to board: Board to evaluate committee structure by 6/30; Repeat selection of chairs and committees	Chairs will report activity quarterly to board: Board to evaluate committee structure by 6/30; Repeat selection of chairs and committees	Chairs will report activity quarterly to board: Board to evaluate committee structure by 6/30; Repeat selection of chairs and committees	Chairs will report activity quarterly to board: Board to evaluate committee structure by 6/30; Repeat selection of chairs and committees
<i>Inspiration</i>	d	Encourage weekly committee announcements weekly meetings and short committee meeting after regular meeting	President/Committee Chairs	President will call on each committee chair as part of the weekly meeting agenda	President will call on each committee chair as part of the weekly meeting agenda	President will call on each committee chair as part of the weekly meeting agenda	President will call on each committee chair as part of the weekly meeting agenda	President will call on each committee chair as part of the weekly meeting agenda

Strategic I-Plan For Cortana Kiwanis

Goal	Item	Description	Responsibility	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Inspiration Continued	GOAL: To build, retain and support a growing Kiwanis membership network							
Strategy 3: Keep up the morale of our members through KI and LMWT District events								
<i>Inspiration</i>	a	Encourage all members to attend all conferences and conventions	President/Secretary	Budget funds to pay registration fee for members attending	Budget funds to pay registration fee for members attending	Budget funds to pay registration fee for members attending	Budget funds to pay registration fee for members attending	Budget funds to pay registration fee for members attending
Strategy 4: Keep up the morale of Cortana members through meetings, service projects and other club opportunities								
<i>Inspiration</i>	a	Make the meetings exciting	President Program chair	Deviate from the normal from time to time	Deviate from the normal from time to time	Deviate from the normal from time to time	Deviate from the normal from time to time	Deviate from the normal from time to time
<i>Inspiration</i>	b	Continue to add service projects and make the existing projects enjoyable	Community Service President	Identify service projects in the community	Community Survey; Contact mayor's office for volunteer needs	Community Survey; Contact mayor's office for volunteer needs	Community Survey; Contact mayor's office for volunteer needs	Community Survey; Contact mayor's office for volunteer needs
<i>Inspiration</i>	c	Continue to have major social gatherings where members can get to know each other better	Social chair/committee	Organize at least 2-3 social events each year	Organize at least 2-3 social events each year	Organize at least 4 social events each year	Organize at least 4 social events each year	Organize at least 4 social events each year
Strategy 5: Build a strong network of local partners								
<i>Inspiration</i>	a	Continue to support and develop presence at OLOL Children's Hospital	Community Service Committee	Contribute funds to annual telethon; Participate in annual golf tournament	Participate in annual golf tournament; Research contribution of funds to annual telethon and/or participation in Kiwanis House at new OLOL Children's	Participate in annual golf tournament; Research contribution of funds to annual telethon and/or participation in Kiwanis House at new OLOL Children's	Participate in annual golf tournament; Research contribution of funds to annual telethon and/or participation in Kiwanis House at new OLOL Children's	Participate in annual golf tournament; Research contribution of funds to annual telethon and/or participation in Kiwanis House at new OLOL Children's
<i>Inspiration</i>	b	Ask local personalities to meetings as guest speakers	Program chair	Identify and invite	Identify and invite	Identify and invite	Identify and invite	Identify and invite
<i>Inspiration</i>	c	Inter-club with Division 8E and 8W clubs and clubs outside of these divisions	Inter-club chair	Inter-club to meet requirements for District Inter-club award.	Inter-club to meet requirements for District Inter-club award.	Inter-club to meet requirements for District Inter-club award.	Inter-club to meet requirements for District Inter-club award.	Inter-club to meet requirements for District Inter-club award.
<i>Inspiration</i>	d	Submit press releases or newspaper articles; Invite press to Cortana's major events	Publicity chair	Implement procedure	Continue procedure	Continue procedure	Continue procedure	Continue procedure
<i>Inspiration</i>	e	Get involved with local Back to School activities	Community Service Committee	Identify and implement	Identify and implement	Identify and implement	Identify and implement	Identify and implement
<i>Inspiration</i>	f	Support other 8E & 8W clubs w/projects or event to help enhance the K brand.	President/Secretary Interclub Chair	Identify projects and offer Cortana's help	Identify projects and offer Cortana's help	Identify projects and offer Cortana's help	Identify projects and offer Cortana's help	Identify projects and offer Cortana's help

Strategic I-Plan For Cortana Kiwanis

Goal	Item	Description	Responsibility	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Impact	GOAL: To perform meaningful service, with service to children as our priority							
Strategy 1: Increase awareness and participation of children's service projects in local schools and community programs								
<i>Impact</i>	a	Maintain/expand/develop partnership with Broadmoor Elem.	President Service Leadership Programs chairman/committee	Continue 3rd & 4th grades; Research adding 5th grade	Continue	Continue	Continue	Continue
<i>Impact</i>	b	Honor BUG teacher at Broadmoor Elem.	President Service Leadership Programs chairman/committee	Research & Implement	Continue if feasible	Continue if feasible	Continue if feasible	Continue if feasible
<i>Impact</i>	c	Develop new Terrific Kids program at Broadmoor Elem.	President Service Leadership Programs chairman/committee	Research & Implement	Continue if feasible	Continue if feasible	Continue if feasible	Continue if feasible
<i>Impact</i>	d	Continue to supply Trauma Dolls to area hospitals and fire departments	Service Leadership Programs chairman/committee	Distribute 100 Dolls	Distribute 100 Dolls	Distribute 100 Dolls	Distribute 100 Dolls	Distribute 100 Dolls
<i>Impact</i>	e	Develop scholarship program	President / Treasurer	Research & Implement	Continue if feasible	Continue if feasible	Continue if feasible	Continue if feasible
Strategy 2: Develop highly visible and significant community project								
<i>Impact</i>	a	Participate in new OLOL Children's Hospital	Community Service President	Communicate with District leaders about "Kiwanis House"				
<i>Impact</i>	b	Create think tank to research & develop additional projects	President Committee Chairs	Research & Implement	Research & Implement	Research & Implement	Research & Implement	Research & Implement
Strategy 3: Promote a signature project								
<i>Impact</i>	a	Grow the Cortana Kiwanis Christmas Parade	Christmas Parade Chairman	Add 1 gold sponsor	Add 1 gold sponsor	Add 1 gold sponsor	Add 1 gold sponsor	Add 1 gold sponsor
<i>Impact</i>	b	Work with the City of BR and local churches to grow the Christmas Parade	Parade committee	Maintain and improve relationship w/City; Invite mayor or CAO to meetings; Notify local churches of Christmas Parade	Maintain and improve relationship w/City; Invite mayor or CAO to meetings; Notify local churches of Christmas Parade	Maintain and improve relationship w/City; Invite mayor or CAO to meetings; Notify local churches of Christmas Parade	Maintain and improve relationship w/City; Invite mayor or CAO to meetings; Notify local churches of Christmas Parade	Maintain and improve relationship w/City; Invite mayor or CAO to meetings; Notify local churches of Christmas Parade

Strategic I-Plan For Cortana Kiwanis

Goal	Item	Description	Responsibility	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Impact Continued	GOAL: To perform meaningful service, with service to children our priority							
Strategy 4: Continue and Develop hands-on service projects and align with community needs								
<i>Impact</i>	a	Provide jambalaya dinners to assist other charities' fund raising events for children	Jambalaya Committee	Identify & implement	Identify & implement	Identify & implement	Identify & implement	Identify & implement
<i>Impact</i>	b	Food bank; Feeding the homeless; Reading program	Community Service	Identify need & implement projects	Identify need & implement projects	Identify need & implement projects	Identify need & implement projects	Identify need & implement projects
<i>Impact</i>	c	IRIS Center Projects; St. Vincent de Paul Shelter; Youth Oasis	Community Service	Identify need & implement projects	Identify need & implement projects	Identify need & implement projects	Identify need & implement projects	Identify need & implement projects
<i>Impact</i>	d	Support families at OLOL Children's Hosp.	Community Service	Identify need & implement projects	Identify need & implement projects	Identify need & implement projects	Identify need & implement projects	Identify need & implement projects
Strategy 5: Empower and support growth in our Service Leadership Programs								
<i>Impact</i>	a	Develop a Key Club	President Sponsored Youth Committee	Identify need & implement	Identify need & implement	Identify need & implement	Identify need & implement	Identify need & implement
<i>Impact</i>	b	Sponsor 2 or more to a key leader conference every year	President; Sponsored youth chair	Identify and implement	Continue	Continue	Continue	Continue
Strategy 6: Participate in Kiwanis One Day each year, Continue to support District AED Project and the KI Eliminate Project								
<i>Impact</i>	a	Participate in a project for Kiwanis One Day	Community Service	Identify project and Kiwanis One Day Date	Identify project and Kiwanis One Day Date	Identify project and Kiwanis One Day Date	Identify project and Kiwanis One Day Date	Identify project and Kiwanis One Day Date
<i>Impact</i>	b	Continue to support District AED Project	Community Service	Budget and donate at least one AED yearly	Budget and donate at least one AED yearly	Budget and donate at least one AED yearly	Budget and donate at least one AED yearly	Budget and donate at least one AED yearly
<i>Impact</i>	c	Cortana has met its Model Club commitment, but will continue to support The Eliminate Project	Eliminate Committee	Budget funds; Participate in Shoes for Shots; Participate in Bowling for Babies	Continue	Continue	Continue	Continue

Strategic I-Plan For Cortana Kiwanis

Goal	Item	Description	Responsibility	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Image	GOAL: To enhance the Kiwanis image in our community and worldwide							
Strategy 1: Enhance Cortana's image with advertising								
<i>Image</i>	a	Use Kiwanis ads in christmas parade, local TV, billboards, social media to have state wide recognition	Publicity chair	Ongoing activity	Ongoing activity	Ongoing activity	Ongoing activity	Ongoing activity
<i>Image</i>	b	We will build on this success by publicizing the activities, such as the TV replay of the Christmas Parade	Christmas Parade Chairman Publicity Chairman	Have TV coverage scheduled according to Christmas Parade Calendar	Have TV coverage scheduled according to Christmas Parade Calendar	Have TV coverage scheduled according to Christmas Parade Calendar	Have TV coverage scheduled according to Christmas Parade Calendar	Have TV coverage scheduled according to Christmas Parade Calendar
<i>Image</i>	c	Prominently display our name on all Christmas Parade floats, banners, etc.	Christmas Parade Chairman Publicity Chairman	Work with new float builder to implement	Meet with float builder according to Christmas Parade	Meet with float builder according to Christmas Parade	Meet with float builder according to Christmas Parade	Meet with float builder according to Christmas Parade
<i>Image</i>	d	Include Cortana Kiwanis business card with jambalaya buckets	Jambalaya Committee Publicity Committee	Ongoing activity	Ongoing activity	Ongoing activity	Ongoing activity	Ongoing activity
Strategy 2: Promote Cortana in the community								
<i>Image</i>	a	Cortana publishes an award winning weekly newsletter called the Corki	Corki Editors	Publish weekly newsletter and add to distribution	Publish weekly newsletter and add to distribution	Publish weekly newsletter and add to distribution	Publish weekly newsletter and add to distribution	Publish weekly newsletter and add to distribution
<i>Image</i>	b	Cortana has a Website	Public Relations Committee	Continue updating Cortana's Website	Continue updating Cortana's Website	Continue updating Cortana's Website	Continue updating Cortana's Website	Continue updating Cortana's Website
<i>Image</i>	c	Cortana has an active Facebook page	Public Relations Committee	Continue updating Cortana's Facebook page	Continue updating Cortana's Facebook page	Continue updating Cortana's Facebook page	Continue updating Cortana's Facebook page	Continue updating Cortana's Facebook page
<i>Image</i>	d	Cortana has created a logo in line with Kiwanis International branding guidelines	Public Relations Committee	Use Cortana Kiwanis logo on all correspondence materials	Use Cortana Kiwanis logo on all correspondence materials	Use Cortana Kiwanis logo on all correspondence materials	Use Cortana Kiwanis logo on all correspondence materials	Use Cortana Kiwanis logo on all correspondence materials
<i>Image</i>	e	Take the opportunity to show Guest Speakers and other guests what we do, invite them back as a prospective member	Membership Chair	Give tri-fold brochure and business card to visitors and speakers	Give tri-fold brochure and business card to visitors and speakers	Give tri-fold brochure and business card to visitors and speakers	Give tri-fold brochure and business card to visitors and speakers	Give tri-fold brochure and business card to visitors and speakers
Strategy 3: Members are walking billboards								
<i>Image</i>	a	Encourage members to wear Cortana branded apparel and pins when at any event	President	Every member has a K pin; Cortana places orders for branded shirts a couple of times a year	Every member has a K pin; Cortana places orders for branded shirts a couple of times a year	Every member has a K pin; Cortana places orders for branded shirts a couple of times a year	Every member has a K pin; Cortana places orders for branded shirts a couple of times a year	Every member has a K pin; Cortana places orders for branded shirts a couple of times a year
<i>Image</i>	b	Purchase and distribute Cortana promo material for all SLP programs	Sponsored Youth	Ongoing activity	Ongoing activity	Ongoing activity	Ongoing activity	Ongoing activity

Strategic I-Plan For Cortana Kiwanis

Goal	Item	Description	Responsibility	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
<i>Image</i>	c	Cortana has designed and printed business cards with meeting times, location and contact info	All members	Give Cortana business cards to members to distribute to anyone interested in Cortana Kiwanis	Give Cortana business cards to members to distribute to anyone interested in Cortana Kiwanis	Give Cortana business cards to members to distribute to anyone interested in Cortana Kiwanis	Give Cortana business cards to members to distribute to anyone interested in Cortana Kiwanis	Give Cortana business cards to members to distribute to anyone interested in Cortana Kiwanis

Strategic I-Plan For Cortana Kiwanis

Goal	Item	Description	Responsibility	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Image Continued	GOAL: To enhance the Kiwanis image in our community and worldwide							
Strategy 4: Increase knowledge of our mission, both internally and externally								
<i>Image</i>	a	Distribute weekly newsletter "Corki" to members, speakers, other clubs, etc.	Corki Editors	Publish weekly and maintain distribution lists	Publish weekly and maintain distribution lists	Publish weekly and maintain distribution lists	Publish weekly and maintain distribution lists	Publish weekly and maintain distribution lists
<i>Image</i>	b	Ensure Cortana Kiwanis name is prominent at all Jambalaya events and other project events	Public Relations Committee	Have signs and table cloths printed with Cortana logo; Have business cards & brochures available at event	Have signs and table cloths printed with Cortana logo; Have business cards & brochures available at event	Have signs and table cloths printed with Cortana logo; Have business cards & brochures available at event	Have signs and table cloths printed with Cortana logo; Have business cards & brochures available at event	Have signs and table cloths printed with Cortana logo; Have business cards & brochures available at event
<i>Image</i>	c	Educate members about Kiwanis; Encourage member to read the Kiwanis magazine published by International	President	Weekly meeting announcements	Weekly meeting announcements	Weekly meeting announcements	Weekly meeting announcements	Weekly meeting announcements
<i>Image</i>	d	Have Kiwanis education as an occasional meeting program	Program Committee	Schedule 3 education meetings per year	Schedule 3 education meetings per year	Schedule 3 education meetings per year	Schedule 3 education meetings per year	Schedule 3 education meetings per year
Strategy 5: Unify all Kiwanis brands								
<i>Image</i>	a	Wear the K	All members	Wear Kiwanis pins and clothing	Wear Kiwanis pins and clothing	Wear Kiwanis pins and clothing	Wear Kiwanis pins and clothing	Wear Kiwanis pins and clothing
<i>Image</i>	b	Invite Key Clubs, Circle K, etc. to participate in our service projects	Sponsored Youth	Ongoing activity	Ongoing activity	Ongoing activity	Ongoing activity	Ongoing activity

Strategic I-Plan For Cortana Kiwanis

Goal	Item	Description	Responsibility	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Investment	GOAL: To ensure financial viability and responsible stewardship							
Strategy 1: Build a non-dues revenue stream								
<i>Investment</i>	a	Increase promotion of Cajun Style Jambalaya Mix		Promote sales of jambalaya buckets on all Christmas Parade social media	Promote sales of jambalaya buckets on all Christmas Parade social media	Promote sales of jambalaya buckets on all Christmas Parade social media	Promote sales of jambalaya buckets on all Christmas Parade social media	Promote sales of jambalaya buckets on all Christmas Parade social media
<i>Investment</i>	b	Continue strong Christmas Parade fundraising efforts to increase yearly 10% over the last		Obtain additional Christmas Parade Sponsors	Obtain additional Christmas Parade Sponsors	Obtain additional Christmas Parade Sponsors	Obtain additional Christmas Parade Sponsors	Obtain additional Christmas Parade Sponsors
Strategy 2: Ensure Cortana's financial stability								
<i>Investment</i>	a	Timely invoicing and collection of dues each quarter	Finance Committee	Invoice for dues at the beginning of billing quarter Implement and follow a membership arrears policy	Invoice for dues at the beginning of billing quarter Implement and follow a membership arrears policy	Invoice for dues at the beginning of billing quarter Implement and follow a membership arrears policy	Invoice for dues at the beginning of billing quarter Implement and follow a membership arrears policy	Invoice for dues at the beginning of billing quarter Implement and follow a membership arrears policy
<i>Investment</i>	b	Prepare yearly operating and projects budgets	Committee chairs Treasurer Board of Directors	Have all committees submit a budget each August Submit combined budget to the board for approval yearly Monitor budgets quarterly	Have all committees submit a budget each August Submit combined budget to the board for approval yearly Monitor budgets quarterly	Have all committees submit a budget each August Submit combined budget to the board for approval yearly Monitor budgets quarterly	Have all committees submit a budget each August Submit combined budget to the board for approval yearly Monitor budgets quarterly	Have all committees submit a budget each August Submit combined budget to the board for approval yearly Monitor budgets quarterly
<i>Investment</i>	c	Review dues structure yearly and adjust if necessary	Board of Directors	Review for financial stability	Review for financial stability	Review for financial stability	Review for financial stability	Review for financial stability
<i>Investment</i>	d	Maintain 1-year parade Christmas Parade fund balance as emergency backup so parade can go on even if fundraising doesn't meet expenses	Board of Directors	Review annually	Review annually	Review annually	Review annually	Review annually
Strategy 3: Work with partners and make alliances to lessen financial strain and increase impact								
<i>Investment</i>	a	Partner with local businesses to lessen financial strain and increase impact		Identify and contact business partners	Identify and contact business partners	Identify and contact business partners	Identify and contact business partners	Identify and contact business partners
<i>Investment</i>	b	Create structure for gifting, endowment, wills and community granting		Form committee	Implement committee recommendations	Implement committee recommendations	Implement committee recommendations	Implement committee recommendations
<i>Investment</i>	c	Ensure donations go to greatest impact						
<i>Investment</i>	d	Form committee to research grants available to service organizations and special projects		Apply for grants	Apply for grants	Apply for grants	Apply for grants	Apply for grants

Strategic I-Plan For Cortana Kiwanis

Goal	Item	Description	Responsibility	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Investment Continued	GOAL: To ensure financial viability and responsible stewardship							
	Strategy 4: Contribute to LMWT Kiwanis District and Kiwanis International Foundations							
<i>Investment</i>	a	Continue to contribute to district foundation at least \$5/member per year	Board of Directors	Contribute \$10/member	Continue	Continue	Continue	Continue
<i>Investment</i>	b	Continue to contribute to KI Children's Fund at least \$5/member per year	Board of Directors	Contribute \$10/member	Continue	Continue	Continue	Continue
<i>Investment</i>	c	Educate members about these foundations and encourage individual contributions in addition to Cortana's contributions	President	Invite guest speaker from District and/or International Foundations	Continue	Continue	Continue	Continue
<i>Investment</i>	d	Contribute at least 1 raffle basket at LMWT District Conventions	Board of Directors	Contribute at Mid Winter and Annual Conventions	Continue	Continue	Continue	Continue

The board will include on its agenda for its meeting held in the 3rd quarter of the Kiwanis year (April - June) a review of the I-Plan to determine successes and failures. The board will revise the I-Plan as needed and modify action steps for the following year. The President will distribute the I-Plan to all club members.