

# **Area Director Club Visit Report**

CLUB NO.	VISIT DATE	AREA	DIVISION	DISTRICT

# Area Director Club Visit Reports are submitted online through District Central. The PDF version is intended as a tool to capture notes during a club visit.

Club visits are opportunities for the District, through the Area Director, to support clubs and improve club quality. The Area Director's Club Visit Report guides Area Directors in evaluating club quality during these visits by assessing the club at each of the *Moments of Truth* (Item 290). Area Directors identify opportunities for improvement and specify the support that clubs need from the District, helping clubs retain and build membership through positive member experiences. This important contribution on the part of Area Directors helps clubs earn Distinguished recognition.



## **Meeting Observation**

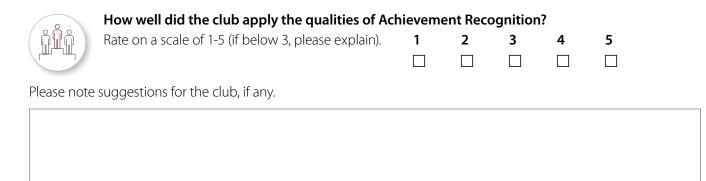
#### **Moment of Truth**

The following section will allow you to rate how well the club applied the principles defined under the Moments of Truth.

- This assessment will encompass the following categories:
  - First Impressions.
  - Membership Orientation.
  - Fellowship, Variety, and Communication.
  - Program Planning and Meeting Organization.
  - Membership Strength.
  - Achievement Recognition.

	How well did the club exemplify the qualities of Rate on a scale of 1-5 (if below 3, please explain).	of First li 1	mpressio 2	ons? 3	4	5 □
What sugge	estions do you have to help the club improve?					
	Were elements of Membership Orientation pre	sent du	iring the	meetin	ng? 🗌	Yes 🗌 No
	<b>How well did the club apply these qualities?</b> Rate on a scale of 1-5 (if below 3, please explain).	1	<b>2</b> □	3 □	4	5
Please note	suggestions for the club, if any.					
(ALLAN)	<b>How well did the club apply the qualities of Fel</b> Rate on a scale of 1-5 (if below 3, please explain).	lowship 1	o, Variet 2	y, and C 3 □	ommun 4	nication? 5
Please note	suggestions for the club, if any.					
Ĩ	How well did the club apply the qualities of Pro Rate on a scale of 1-5 (if below 3, please explain).	ogram P 1	Planning 2	and Me 3	eeting C 4	Prganization? 5
Please note	suggestions for the club, if any.					

	How well did the club apply the qualities of Me	mbersh	ip Strer	ngth?			
	Rate on a scale of 1-5 (if below 3, please explain).	1	2	3	4	5	
Please note	suggestions for the club, if any.						



### **Club Experience**



#### Overview

This section you're about to complete will allow you to provide feedback on the overall Club Experience.

Ο

How well did the club adhere to its meeting age	enda, i	ncluding	g the sta	art and o	end times	specified
for the meeting?						
Rate on a scale of 1-5 (if below 3, please explain).	1	2	3	4	5	

Please note suggestions for the club, if any.

Is the club's meeting information on "Find a Club" out-of-date? If yes, did you express the importance of having their meeting information up to date? Yes No

Please note suggestions for the club, if any.

	<b>Overall, how would you rate this club meeting?</b> Rate on a scale of 1-5 (if below 3, please explain).	1	<b>2</b>	3	4	5	
lease note	suggestions for the club, if any.						

### **Club Support**



#### Overview

The section you're about to complete will allow you to provide feedback on the support needed to improve the overall quality of the club.

- Before completing this section, please review the following:
  - Club Success Plan.
  - Distinguished Club Program Status.



How well has the club defined and adhered to	the edu	cationa	l goals d	of its Clu	b Succe	ss Plana
Rate on a scale of 1-5 (if below 3, please explain).	1	2	3	4	5	

Please note suggestions for the club, if any.

How well has the club defined and adhered to	the mer	nbershi	p goals	of its Cl	ub Success Plan?
How well has the club defined and adhered to a Rate on a scale of 1-5 (if below 3, please explain).	1	2	3	4	5

Please note suggestions for the club, if any.

	Rate on a scale of 1-5 (if below 3, please explain).	ning go 2	4	5
Please note	suggestions for the club, if any.			

	How well has the club defined and adhered to	the adn	ninistrat	ion goa	ls of its	Club Success Plan?
	Rate on a scale of 1-5 (if below 3, please explain).	1	2	3	4	5
	Rate on a scale of 1-5 (if below 3, please explain).					
Dlaaca nata	suggestions for the club if any					

Please note suggestions for the club, if any.

Are there any additional goals which have been set by the club? What are these goals?



What are the club's top goals or milestones to achieve during the next six months, or before the next Area Director club visit?

Please note suggestions for the club, if any.

Does the club have any events planned? Ures No	
Please select all event types currently planned by the club.	
🗌 Open House	
Event Name	Event Date (mm/dd/yyyy)
Speechcraft	
Event Name	Event Date (mm/dd/yyyy)
Speakathon	
Event Name	Event Date (mm/dd/yyyy)
Other Event	
Event Name	Event Date (mm/dd/yyyy)



# Are there any members interested in serving as future club officers of District leaders? Yes No

Please specify the names and positions of those interested.	
First Name Last Name	Position

Additional names (if applicable)

Position			
1			



Please list any specific challenges or areas of additional support that the club needs from the District or Area Director which have not already been stated.