

**MULTIPLE DISTRICT N PDG'S ASSOCIATION
OUTSTANDING CLUB SECRETARY
NOMINATION FORM**

Name _____ Club _____

District _____ No. of Club members _____

Date _____ President's signature _____

Eligibility; Candidate must have been Secretary for at least 6 months of the period to be judged (July 1 to June 30)

Please complete the following;

Yes No

- | | | |
|---|--------------------------|--------------------------|
| 1. Were the monthly reports completed correctly? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Were the monthly reports mailed by 2 nd of the following month? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Were the International dues paid by October 1 and March 1? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Were the District dues paid on time? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Was are correspondence completed promptly? | <input type="checkbox"/> | <input type="checkbox"/> |

Did the candidate;

- | | | |
|---|--------------------------|--------------------------|
| 6. Keep accurate minutes of meetings? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Keep accurate record of individual Lion attendance? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Help President with agendas? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Keep list of Club's Committees? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Personally sponsor a new Lion this year? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Keep a calendar of events and inform the President? | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Keep records of new members and their sponsors? | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Order awards promptly? | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Submit a resume of the Club's activities to Lions Int. by June 30 th ? ... | <input type="checkbox"/> | <input type="checkbox"/> |

15. Did the candidate attend the Sub-District Convention?

16. Did the candidate attend the Fall Conference?

17. Did the candidate attend the Multiple District Convention?

18. List the Cabinet meetings or DGO meetings attended. _____,
_____, _____, _____

19. List the Zone meetings attended. _____, _____, _____

20. Please describe in details your secretary's involvement in other activities which made him/her outstanding. _____

ENDORSEMENTS;

Zone Chairperson signature _____

Regional Chair sign. (if used) _____

District Governor's remarks; _____

District Governor's signature _____

Note; This contest is separate from the 100% Secretary's Award sponsored by Lions Int.

USE THIS NOMINATION FORM OR COPIES ONLY. NO SUBSTITUTION.

May 2007