

Excellent Secretary Award (Yellow 7 Pin)

NAME OF CLUB	
To qualify, the Secretary must fulfill at least 7 of the following 10 requirements	
1. All Monthly Membership Reports (July through February) must be post marked by the 3 rd of the following month, even during months when the club does not meet or is inactive.	
2. All Club Activities Reports must be completed each month.	
3. Report on the Monthly Club Activities the date that the Treasurer pays the International and District dues. (These are due July 15, 2018 and January 15, 2019)	
4. All Monthly Club Activity reports must be dated .	
5. Report at least one major club service activity.	
6. Report at least one major fund-raising activity.	
7. Report club contributions made to all Ohio Lions and LCI by January 15, 2019	
8. PU101 submitted by May 15, 2018	
9. Club Secretary to verify that requirements were met and initiate sending a report to the Contest and Service Chair – Lion Janice Harris, postmarked by January 31, 2019 for Excellent President, Excellent Secretary, and Excellent Treasurer Awards (required).	
10. The Secretary must attend at least two of the following: + ____ Attend at least 2 zone advisory meetings + ____ 2019 Ohio Lions Winter Retreat + ____ 2018 District 13 OH 7 Convention + ____ 2018 Ohio Lions State Convention + ____ 2018 Lions International Convention + ____ 2018 USA/Canada Lions Leadership Forum	