

## **Instructions on the use of the 2009 Edition of the Monthly Activity Report.**

The Monthly Activity Report was designed by the Late Lion and District Chairman Ken Strathmore of South West Rocks as an aid to Club Secretaries and has now been fine tuned by Lion Peter Mercer, 2008 – 2009 District Cabinet Secretary.

As with the previous version, there are two forms. Using the 'tabs' at the bottom of the sheet you can access either the District form or the LCI form.

1. When you add an Activity in the "Description of Activity" column on the District form, click the "drop down box" on the adjoining "LCI Category" yellow column.
2. Find a description in the "drop down box" which best corresponds with the type of Activity you've described and choose by clicking on it.
3. The description you've clicked in the "drop down box" will appear in the yellow column and an "X" will then be automatically placed in the correct location on the LCI form.

The number of Lions hours and donations are also summarised and added to the LCI list.

Unfortunately we have no way of downloading this direct into the LCI data base but by printing the LCI Form it is very easy to complete the LCI monthly report and build a record for your end of year report.

**Scroll down to view an example of a completed form.**

**THE INTERNATIONAL ASSOCIATION OF LIONS CLUBS  
DISTRICT 201N1 MONTHLY LIONS CLUB ACTIVITY REPORT**

**This Form Is To Be Filled, Saved and Emailed to the Cabinet Secretary**

The purpose of this form is to keep your District Governor and Zone Chairmen informed of Activities carried out by your Club. It will also assist you in completing the Annual Lions Club Activity Report (Form A-1) for International at end of year and allocation of point in District Competitions

To be completed each month and submitted to the Cabinet Secretary and Zone Chairman by 20th day of each month with Monthly Membership Report of submitted separately by end of Month if WMMR is lodged online.

Club Name: **PORT MACQUARIE TACKING POINT**

Month: **JULY 2009**  
From to

**Service Activities this month:**

Activity	LCI Category (Click on "drop down" on right side of cell and select category)	Description of Activity	Project Date	Lions	Hours	Funds Donated	Persons Benefited
Community Service	Citizenship	Naturalisation Ceremony	1/07/09	2	6.0		10
	Disaster relief / Lions ALERT	Flood relief	1/07/09	12	36.0	\$100	
	Aid to the elderly	Lawn Mowing for Pensioner	1/07/09	2	6.0		
Environmental Services	Lions Environmental Photo Contest	Submitted photo	1/07/09	1	3.0		
	Recycling	Collected bottle tops	1/07/09	2	5.0	\$10	
International Relations	International club twinning	Exchange Corro with Montreal Canada	1/07/09	1	3.0		
<b>SUB TOTAL: Community Services</b>				<b>20</b>	<b>59</b>	<b>\$110</b>	<b>10</b>

Lions Opportunities for Youth	Assistance to School	Building Environmental Garden	1/07/09	12	36.0	\$150	200
	Speech contest	Prep for Youth of Year	1/07/09	1	3.0	\$130	
<b>SUB TOTAL: Lions Opportunities for Youth:</b>				<b>13</b>	<b>39</b>	<b>\$280</b>	<b>200</b>

Diabetes	Recreational camp for persons with diab	Donated funds for Diabetes camp	1/07/09			\$500	
Hearing, Speech & Work with the Deaf	Hearing Dogs	Donation to Hearing Dogs	1/07/09			\$200	
Sight Conservation & Work with Blind	Guide Dogs	Donation to Guide Dogs	1/07/09			\$200	
Other Health Activities	Blood Donations	Members donated blood		3	3.0		
<b>SUB TOTAL: Lions Health Service Activities:</b>				<b>3</b>	<b>3</b>	<b>\$900</b>	<b>0</b>

Other Service Activities	Driver Reviver			2	12.0		
<b>SUB TOTAL: Other Service Activities</b>				<b>2</b>	<b>12</b>	<b>\$0</b>	<b>0</b>

<b>TOTAL SERVICE ACTIVITIES THIS MONTH</b>	38	113	\$1,290	210
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## LIONS FOUNDATIONS

How was donation raised?

\$A

Lions Clubs International Foundation	Donated funds for Melvin Jones fellow for Bill Bloggs	\$1,300
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### Other Foundations:

(Click on "drop down" on right side of cell and select Foundation)

Australian Lions Foundation	Donated to Bus fire appeal	\$750
Nurses Scholarship Foundation	Donated	\$200
<b>TOTAL: Donation to Lions Foundations:</b>		<b>\$950</b>

Au\$

### NON Service & Fundraising Activities this month:

	Date	Lions	Hours	Raised
BBQs and Catering		23	186.0	\$3,000
Sold Christmas Cakes		3	12.0	\$25
<b>TOTAL: Non Service &amp; Fund raising activities:</b>		<b>0</b>	<b>26</b>	<b>198</b>
				<b>\$3,025</b>

### DONATIONS THIS MONTH

Beneficiary

Donation

Church Soup Kitchens		\$400
<b>TOTAL: Donations</b>		<b>\$400</b>

### Participation in District Programs (Report special activities, awards, contests, special events Etc.)


## PUBLIC RELATIONS

Number of times your Club was mentioned in local media this month:

3

Did your Club publish a bulletin/newsletter this month?

Yes

Did you send copies to District Governor?

Yes

Did you send copies to District Newsletter Editor?

Yes

## CLUB ADMINISTRATION

Meeting Attendance:

	No held	Lions	%
Board Meetings	1	12	85
Dinner	2	27	85

	Lions	Hrs
Admin Hours President / Vice Presidents / Secretary / Treasurer	4	25
Admin Hours Club Officers and Project Chairmen	6	12

Names of Guest Speakers at Club Meetings:

Mr John Brown - Policing in NSW

Interclub visits this month: Club visited

Wauchope

No Lions

6

Zone Meeting and/or Convention:

Pres/Sec/Treas attended Zone meeting

No Lions

4

Date MMR lodged online or mailed to Cabinet Secretary

13/07/2009

Date Semi-Annual International Dues Cheque mailed to District (When appropriate)

14/07/2009

Date Semi-Annual District and MD Dues Cheque mailed to District. (When appropriate)

<b>TOTAL HOURS THIS MONTH (Service, Non service &amp; Fund Raising hours:</b>	<b>235</b>
<b>TOTAL MONEY RAISED THIS MONTH</b>	<b>\$3,025</b>
<b>TOTAL DONATIONS THIS MONTH</b>	<b>\$3,940</b>

Secretary:

Please retain a copy for reference when completing the Manual Lions Club Annual Activity Report (Form A-1) if you are NOT completing the Monthly Online Activity Report.

# LIONS ACTIVITIES REPORT FOR:

## Community Services

# JULY 2009

### Environmental Services

<input type="checkbox"/>	Aid to the disabled
<input checked="" type="checkbox"/>	Aid to the elderly
<input type="checkbox"/>	Building Homes / Habitat for Humanity
<input checked="" type="checkbox"/>	Citizenship
<input type="checkbox"/>	Computer Training
<input type="checkbox"/>	Crime Prevention
<input type="checkbox"/>	Culture / The Arts
<input checked="" type="checkbox"/>	Disaster relief / Lions ALERT
<input type="checkbox"/>	Education / Literacy
<input type="checkbox"/>	Food Bank / food distribution / crop planting
<input type="checkbox"/>	Homelessness
<input type="checkbox"/>	Recreation / Sports
<input type="checkbox"/>	Safety programs

### Environmental Services

<input type="checkbox"/>	Community clean-up project
<input type="checkbox"/>	Environmental education
<input checked="" type="checkbox"/>	Lions Environmental Photo Contest
<input checked="" type="checkbox"/>	Recycling
<input type="checkbox"/>	Tree planting

### International Relations

<input checked="" type="checkbox"/>	International club twinning
<input type="checkbox"/>	Lion Day with the U.N.
<input type="checkbox"/>	Lions Emergency / Non Emergency Assistance
<input type="checkbox"/>	Stamp Collection and exchange
<input type="checkbox"/>	World Peace Day

**Funds donated by Lions Club for these Activities:**  
(Enter funds in own currency)

**\$110**

**Hours donated by Lions club for these Activities:**

**59**

**Number of Lions who participated in these Activities:**

**20**

**Number of persons who directly benefited from these Activities:**

**10**

## Lions Youth Opportunities

### Opportunities for Youth

<input checked="" type="checkbox"/>	Assistance to School
<input type="checkbox"/>	Assistance to street children / children in need
<input type="checkbox"/>	Celebration for children (Party, parade etc.)
<input type="checkbox"/>	Drug Awareness
<input type="checkbox"/>	Leo Club
<input type="checkbox"/>	Lions Quest
<input type="checkbox"/>	Lions Young Leaders in Service Award Program
<input type="checkbox"/>	Peace Poster Contest
<input type="checkbox"/>	Scholarships
<input type="checkbox"/>	Scouts
<input checked="" type="checkbox"/>	Speech contest
<input type="checkbox"/>	Youth camps and exchange

**Funds donated by Lions Club for these Activities:**  
(Enter funds in own currency)

**\$280**

**Hours donated by Lions club for these Activities:**

**39**

**Number of Lions who participated in these Activities:**

**13**

**Number of persons who directly benefited from these Activities:**

**200**

# Health Activities

## Diabetes Awareness

<input type="checkbox"/>	Diabetes education to the public
<input type="checkbox"/>	Diabetes screening
<input type="checkbox"/>	Diabetic eye disease - Lions Eye Health Program
<input checked="" type="checkbox"/>	Recreational camp for persons with diabetes
<input type="checkbox"/>	Strides: Lions Walk for diabetes Awareness

## Hearing and Speech Action and Work with the Deaf

<input type="checkbox"/>	Educational programs
<input type="checkbox"/>	Hearing Aid Recycling Program (HARP)
<input type="checkbox"/>	Hearing Aids / assistive devices
<input checked="" type="checkbox"/>	Hearing Dogs
<input type="checkbox"/>	Hearing Screening
<input type="checkbox"/>	Recreational camps for the Deaf and hearing impaired
<input type="checkbox"/>	Support Services for the Deaf and hearing impaired

## Sight Conservation and Work with the Blind

<input type="checkbox"/>	Assistive devices for the visually impaired
<input type="checkbox"/>	Children's eye photo screening
<input type="checkbox"/>	Educational programs
<input type="checkbox"/>	Eyeglass Recycling - Number of eyeglasses collected:
<input checked="" type="checkbox"/>	Guide Dogs
<input type="checkbox"/>	Helen Keller Day
<input type="checkbox"/>	Low vision projects
<input type="checkbox"/>	Recreational Camps for Blind Persons
<input type="checkbox"/>	Support for Lions Eye Bank
<input type="checkbox"/>	Support for Lions Eyeglass Recycling Centre (LERC)
<input type="checkbox"/>	Vision Clinic / eye screening
<input type="checkbox"/>	White Cane Day
<input type="checkbox"/>	World Sight Day

## Other Health Activities

<input checked="" type="checkbox"/>	Blood Donations
<input type="checkbox"/>	Cancer
<input type="checkbox"/>	Medical mission to a developing country
<input type="checkbox"/>	Mental disability assistance
<input type="checkbox"/>	Provide healthcare information to the public
<input type="checkbox"/>	Purchase of medical equipment

**Funds donated by Lions Club for these Activities:**   
(Enter funds in own currency)

**Hours donated by Lions club for these Activities:**

**Number of Lions who participated in these Activities:**

**Number of persons who directly benefited from these Activities:**

## Other Activities

### "Other" Service Activities

**Funds donated by Lions Club for these Activities:**   
(Enter funds in own currency)

**Hours donated by Lions club for these Activities:**

**Number of Lions who participated in these Activities:**

**Number of persons who directly benefited from these Activities:**

## Donations to Lions Foundations

**Funds donated to LCIF:**

**Funds donated to other Lions Foundations:**