



Best Practice

Model Region Meeting: Introduction to the New Year Priorities

Objective: To provide an opportunity for the district governor to share priorities and club leaders to present their plans for the year.

Attendees: Hosted by the region chairperson, the event should include the club presidents and officers, zone chairpersons, the District Governor, Vice District Governors and others, such as the Global Action Team Coordinators, who could add content to the program.

Length of Time: Depending on the content, the meeting could range from a few hours to ½ a day.

Date: As early as convenient in the first quarter of the Lions' year.

Notification: While this is not a required meeting, care should be given to ensure notification is early enough to encourage attendance. No less than 30 days is recommended.

Program Description: the program provides an overview of the district goals by the district governor, followed by presentations made by Lions who will support the goals, followed by a question-and-answer session and club reports.

Size: Each meeting should include a single region to allow time for Lions to have an open discussion and exchange ideas.

TIP: Consider the outline below for any topic.

- Objectives and Priorities
- Action Steps to Support Priorities
- Team Description
- Timeframe
- How the Clubs can get involved
- Celebration and Recognition

Sample Agenda

1. Welcome by Region Chairperson
2. Introduction of the **District Governor** and team.
3. District Governor provides an overview of the International President's Message, LCI Priorities and the district plan, which is followed by team-member presentations.
 - Presidential Theme Video, LCI priorities and special initiatives can be found at <https://www.lionsclubs.org/en/discover-our-clubs/presidential-theme>.
 - District Objectives and Priorities
 - Membership Goal
 - New Club Development Goal
 - Service Goal
 - Leadership Development Priorities
 - Other Initiatives and Goals
 - Action Steps to Support each Priority
 - Introduction to the Team
 - Expected Timeframe
 - Celebration and Recognition
4. Team Members outline how they support the goals.
 - a. **Vice District Governor(s)** – Speak to the importance of the goals and how the district will support each goal.
 - b. **Global Action Team** – See sample discussion outlines below.
 - Global Membership Team Coordinator** – Outline Membership Plan, action strategies the team will implement to increase membership and how clubs can get involved.
 - Global Extension Team Coordinator** – Present the district's new club development goals and potential sites for new clubs. Outline steps to be taken and invite club involvement.
 - Global Leadership Team Coordinator** – Outline Leadership Development Plan, provide dates of events, sources of training (including the Lions Learning center) and encourage attendance.
 - Global Service Team Coordinator** – Outline Service Plan and explain how the clubs can get involved.
 - c. **LCIF Coordinator** – Outline LCIF District Goals, new initiatives, awards and recognition.
 - d. **Additional Goals** – Other District Officers may want to inform the group of their programs to gain involvement.

5. **Questions from Region Chairs and Clubs** – Allow sufficient time for members to ask questions and seek clarification.
6. **Club President Report** (5-10 minutes per club) Time will vary with the number of clubs reporting, but ideally, encourage no more than 5 minutes per club. The report should include:
 - a. Introduction (club name, community, and club background)
 - b. Club Plans and Pories
 - Overview of the club’s priorities.
 - Membership Goal – Club membership goal and how the club will achieve it.
 - Service Project and Event Goal– Scheduled service projects and areas of focus along with events (specifically events Lions in the region may want to attend).
 - Marketing Goal – How the club communicates and publicizes events.
 - Extension Goal – Plans to charter a new club or branch. Outline the location and new club’s focus.
 - Leader Development Goal – Announce the Lions who will participate in training and the plans to identify and support new leaders.
 - LCIF Donation Goal – Provide donation goal and share how funds will be raised.
 - Celebration and Recognition – Explain how the club plans to celebrate and recognize their members’ contribution and support of club initiatives.
7. **Region Chairperson Closing** – Inspirational words from the region chair, district governor and other leaders regarding the importance of their club presidents’ leadership

Meeting Recommendations

- Communicate meeting as soon as possible to avoid scheduling conflicts and allow member to prepare.
- Provide Audio-Visual equipment to the presenters so presentations to make the program more effective.
- Consider using the International President’s Video or LCIF video as they are generally very positive and upbeat.
- Keep message positive and motivational.
- Before the meeting, consider asking the club presidents the items they would like covered so the program is very relevant and addresses their needs.
- Let the presenters know your expectation and the goal of each presentation.
- Offer participants the presentation so they are able to click on links to learn more.
- Track the progress of the district goals and offer support if plans are not executed.



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