

Official Visit Report Information

(To be used with traditional visit - Business as Usual)

Pilot Club _____ District _____

Visit Made? YES NO (if no, indicate reason) _____

Name of Visitor _____ Title _____

Date of Visit _____ Club at Risk _____

Total Current Membership _____ Total Number of Board Members _____

Attendance: Executive Board Conference _____ (if applicable)

Club Meeting: _____ / _____ / _____
Members # Guests # Anchors

TYPE OF MEETING/ACTIVITY ATTENDED

- Business/Program Meeting Joint Meeting with another Club
 Fundraiser Project
 PIF Activity (*BrainMinders, Presentation, Alzheimer's Walk, Nursing Home Visit*)
 Other _____

I. ***SERVICE PROJECTS***

Please list club service projects:

Please list PIF related Projects (*Alzheimer's Walk, Project Lifesaver, Nursing Home Visits*)

List average number of club members who participate in club projects. _____

II. ***PIF ACTIVITIES*** (please check appropriate answer)

BrainMinders™

Applied for Grant? This Year Last Year Within Last 5 Years

Within Last 10 Years Never

Applied for Scholarship? This Year Last Year Within Last 5 Years

Within Last 10 Years Never

III. ***CLUB OPERATIONS***

A. Membership and Growth

1. _____ Net Loss/_____ Net Gain in past year

2. How often does club sponsor Share Pilot/Membership Drive during the year? _____

3. Does club conduct membership drives? (*detail?*) _____

B. Education and Training

1. How do Club Officers Receive leadership training _____

Is this adequate? _____

2. Club provides ongoing Pilot Education? Y N

3. New member orientation provided? Y N

C. Club Maintenance

1. When were Standing Rules last revised and updated? (*approximate date*) _____

2. When was Club's Strategic Plan established? (*approximate date*) _____

3. Does the club create Plans of Work every year? Y N last plan created? _____ (*date*)

4. Is the Budget compatible with the Plans of Work? Y N

5. PEP Report submitted? Y N

D. Visibility

- 1. Club has a public relations representative? Y N
- 2. Media Coverage:
 - Newspaper/Magazine Television Radio Other _____
- 3. Publicity Tools:
 - Pilot Brochure (*Catalog Sales*/ *Club created own*) Posters
 - Flyers Letters/Written Invitations Website Other _____

E. Anchors

- 1. Sponsors an Anchor Club Y N # of clubs sponsored _____
Please list Anchor Clubs: _____
- 2. What type of Joint Pilot/Anchor activity does club sponsor? _____
- 3. Anchors attend: _____ Anchor Convention _____ District Convention
_____ International Convention
- 4. How many former anchors are members of the club _____
- 5. Does club sponsor an Anchor for Freedom's Foundation? Y N
How often? _____

BRIEFLY DESCRIBE

Your visit with the club:

Describe a Club Success Story:

Concerns and Comments about the club:

Planned Follow-Up Activities or recommended special assistance:

Please list potential Future Leaders from this club:

REPORT DUE WITHIN 30 DAYS OF VISIT *(and must accompany request for reimbursement)*

Official Visitor	Title	Date Completed
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Original: Governor
 CC: Governor Elect/Lt. Governor (if appropriate)
 ECR
 PI Headquarters