

OFFICIAL MONTHLY REPORT

(Continued) COMMITTEES

This report should be forwarded as early as possible following the final meeting—the white blank to International Headquarters, the pink blank to the district secretary, the blue blank to the lieutenant governor, the yellow to be retained by the secretary.

Kiwanis Club of _____ (State) _____ Month of _____ 193__

Secretary _____ Address _____

Club meeting place _____ Day _____ Hour _____

MEMBERSHIP AND ATTENDANCE RECORD

In the "Membership" column give the total number of ACTIVE, RESERVE and PRIVILEGED members on your roll each week, and in the "Attendance" column the total number in attendance. Should no meeting be held, give the total number of members on the roll and record a zero for attendance.

	Membership Active, Reserve and Privileged	Attendance Active, Reserve and Privileged		Membership Active, Reserve and Privileged	Attendance Active, Reserve and Privileged
First Week.....	28	27	Fourth Week.....	28	26
Second Week.....	28	25	Fifth Week.....	28	22
Third Week.....	28	24	Total.....	140	117

Percentage of Attendance for Month _____ (Divide Total Attendance by Total Membership)

CLUB MEETING PROGRAMS

Date	Speaker	Subject	Committee in Charge	Remarks
1/3	W. S. Smith	Advertising	Program	
1/10	None		"	
1/17	Hugh Brown	History of Religion	"	
1/24	E. H. Conner	Index Test	Social Comm.	Activity in Mich.
3/31	Abbie Fickman	Advertising	Program	Jackson Club

INTER-CLUB RELATIONS

Here report all plans for promoting inter-club relations, including inter-club meetings. In reporting inter-club meetings, indicate date, place, number of clubs represented, total number present, and the number of your club members attending, and any special features.

1/31 Jackson Club visited and held a meeting at the Jackson Club. The meeting was held at the Jackson Club and was attended by 10 members of the Jackson Club and 10 members of the Kiwanis Club. The meeting was held at the Jackson Club and was attended by 10 members of the Jackson Club and 10 members of the Kiwanis Club.

COMMITTEES

Name No. of Meetings Business Transacted Remarks

(Use next page for additional committees and reporting activities.)

This copy to be retained for your files

COMMITTEES (Continued)

OFFICIAL MONTHLY REPORT

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Kiwanis Club of _____
 (State) _____
 Address _____
 Secretary _____
 Club meeting place _____
 Day _____
 Hour _____

MEMBERSHIP AND ATTENDANCE RECORD

In the "Membership" column give the total number of ACTIVE, RESERVE and PRIVILEGED members on your roll each week, and in the "Attendance" column the total number of members in attendance. Should no meeting be held, give the total number of members on the roll and record a zero for attendance.

SOCIAL ACTIVITIES

Here report social activities such as stag parties, ladies' nights, dances, ladies' luncheons, ball games, ball tournaments, golf tournaments, picnics, joint meetings with other organizations of the community, etc.

Privileged	Active, Reserve and Privileged	Active, Reserve and Privileged	First Week
3/24 Ladies' night			
			Second Week
			Third Week
			Total

RELATION TO DISTRICT AND INTERNATIONAL

Here report attendance at divisional, district, and International meetings, district contacts, date of submitting reports, payment of dues and magazine subscriptions.

ACTIVITIES—INCLUDING THOSE ON INTERNATIONAL OBJECTIVES, PUBLIC AFFAIRS, ETC.

Under various headings below report the definite activities such as under-privileged child, boys' and girls' work, citizenship, rural and urban relations, vocational guidance, community affairs and welfare, business standards and other social and civic work instituted and carried out by the club through its own initiative. It will also include any such activities in which the club has cooperated with other organizations or agencies, not by mere resolutions or votes of approval, but by cooperative activities in which the members of the club have actually participated.

1. Under-Privileged Child

Here report all activities pertaining to the mental, moral, physical, and spiritual development of under-privileged children only. All other child welfare should be reported under "2. Boys and Girls Work."

2. Boys and Girls Work

Here report all child welfare work except that for under-privileged children, which should be included under 1.

COMMITTEES	No. of Meetings	Business Transacted	Remarks
Name			

3. Citizenship

Here report all activities relating to citizenship such as the right of franchise and Americanization work, and those that have to do with city, state, and national problems, etc.

The receipt of the proper form at International Headquarters on or before the 15th of each month will insure delivery of The Kiwanis Magazine for the following month to members added. If received after the 15th your new members will not receive the magazine until the second month after the current issue.

Additions

Name of Member	Classification	Address	Date of Addition	Kind of Membership	If former Kiwanian Name Club

4. Rural and Urban Relations

Here report activities that are contributing to close cooperation between those who live in rural districts and those who live in cities or towns.

Deletions

Suspended members should not be reported as deleted until they are officially dropped from the club. If deleted members have moved to another city, it possible give us new address.

Name of Member	Classification	Address	Date of Deletion	Kind of Membership	Reason

5. Vocational Guidance

Here report activities designed to give information and advice and the direction of experience with regard to choosing an occupation, preparing for it, entering it, and progressing in it.

Changes of Classification

Name of Member	Former Classification	Present Classification	Address	Date of Change	Kind of Membership

6. Public Affairs, Special Objectives and Other Miscellaneous Activities

Here report activities which cannot be placed under the preceding five divisions—community welfare, civic improvement, etc.

Changes of Address

Name of Member	Classification	New Address	Old Address	Date Effective

Additional Subscriptions to Magazine

(Non-members, libraries, clubs, hospitals, other organizations and institutions only)

Name of Member	Former Subscriber (Yes/No)	Address	Annual or Permanent

GENERAL SUGGESTIONS

Member Complaints of Non-Receipt of Magazine

Name of Member	Issue Not Received	Address	Remarks

[Signed]

[Signed]

Secretary

President

MEMBERSHIP REPORT

Kiwanis Club of _____

Month of _____

Date Forwarded _____

The receipt of the proper form at International Headquarters on or before the 10th of each month, will insure delivery of The Kiwanis Magazine for the following month to members added. If received after the 10th your new members will not receive the magazine until the second month after the current issue.

Additions

Name of Member	Classification	Address	Date of addition	Kind of Membership	If former Kiwanian Name Club
Arthur Erdman	Auto Mechanic	70 S. W. 1st St. St. Louis, Mo.	7/1/30	Active	None

Deletions

Suspended members should not be reported as deleted until they are officially dropped from the club.
If deleted members have moved to another city, if possible give us new address.

Name of Member	Classification	Address	Date of deletion	Kind of Membership	Reason
Byrne Arnold Hugh Miller	Sub. Mbr. Missionary	Chicago, Ill. Collaborator, Ind.	7/1/30 7/1/30	Active Active	None None

Changes of Classification

Name of Member	Former Classification	Present Classification	Address	Date of Change	Kind of Membership
None					

Changes of Address

Name of Member	Classification	New Address	Old Address	Date Effective
None				

Additional Subscriptions to Magazine

(Non-members, libraries, clubs, hospitals, other organizations and institutions only)

Name of Member	Former Subscriber (Yes No)	Address	Annual or Permanent
See Additions			

Members Complaining of Non-Receipt of Magazine

Name of Member	Issue Not Received	Address	Remarks
None			

[Signed] _____

President.

[Signed] _____

Secretary

