

UNIT PRESIDENT'S ANNUAL REPORT

2009-2010

Please complete and return to your
District President, no later than March 30, 2010

Unit Name and Number _____ District _____

President's Name _____ Phone _____

Address _____

1. How many meetings did you have during the year? _____
2. Did you have a full slate of officers for the current year? _____
If not, explain _____
3. Did you use **Robert's Rules of Order** when conducting meetings? _____
4. Are your Unit Standing rules current? _____ Date of latest update _____
5. Did you appointment Chairman for all of the programs? _____
6. Did you sponsor any special programs? _____ List them (Special Olympics, 4-H, etc.) _____

7. Do you have a Junior Auxiliary? _____ Is it active? _____
8. Are you keeping a history? _____ Are you Junior members keeping a history? _____
9. Did you hold a Memorial Service? _____ Did you urge contributions to scholarships in lieu of flowers? _____ Amount contributed to scholarships in lieu of flowers \$ _____
10. Did you have a VA&R/Field Service Orientation? _____ Did you have a Leadership Workshop? _____
11. Did your Unit contribute to this year's Department President's Special Projects which was Operation Military Kids? _____ Amount _____

Please list, on a separate sheet of paper, any additional information in connection with any program that is not included on this form.

Unit President

MAIL ONE COPY TO YOUR DISTRICT PRESIDENT
RETAIN ONE COPY FOR YOUR UNIT FILES