

Rotary Club of Windsor (1918)
Guidelines for Meeting Announcements
Approved by the Board of Directors on December 10, 2008

The club president or designate has the discretion to allow any and all announcements at club meetings, but will normally be guided by the following.

1. Requests to make announcements will come to the president or the office administrator from an appropriate committee chair or designate before the day of the meeting.
2. Announcements should be brief, rarely exceeding 30 seconds.
3. Except for major club events such as Art in the Park or Children's Fest, only one announcement per event will be allowed.
4. Announcements for approved club activities, e.g., youth exchange, bingos, will be allowed.
5. Announcements on District 6400 events, e.g., Meet the Governor Night, the DG's Picnic, the DG's Golf Tournament, the District Convention, etc., will be allowed.
6. Announcements on projects from other clubs, or on behalf of other clubs, will be allowed provided there is no conflict with our own or district events.
7. Announcements for non-Rotary activities will not normally be allowed.

Original proposal: September, 2008
Second Version: October 8, 2008
Current Version: November 24, 2008