# Club President Calendar 2024-25

### September

1. Set goals for your club. Get input from your board of directors.
2. Decide if you want your Lt. Governor to complete [New Member Inductions](https://ohiodistrictoptimist.org/wp-content/uploads/2021/10/new_member_induction__pledge.pdf) and call to schedule a date for installation.
3. Start calling schools in the area to see if they want to take part in the [Essay Contest](https://ohiodistrictoptimist.org/essay-contests/) and [Oratorical Contest](https://ohiodistrictoptimist.org/oratorical-contest/). Schedule a meeting with the teachers that will take part in the process. Notify the Essay Contest Chair and Oratorical Contest Chair about participating clubs.
4. Complete the President’s training on the [Optimist Institute](https://optimist.tovuti.io/) website.

### October

1. Make out your agenda for your club meetings and hold your first club meeting. Introduce your board members and chairs of your committees to your club.
2. Conduct your first board meeting.
3. Complete the [Quarterly Zone Report](https://ohiodistrictoptimist.org/quarterly_zone_report/) with the activity of the club and send to the Lt. Governor.
4. Attend the first zone meeting. If possible, offer to host the zone meeting.
5. When the call comes out about the [1st Quarter Conference](https://ohiodistrictoptimist.org/event/q1-district-conference-2024-2025/), sign up to attend online.
6. Inform your club about the [1st Quarter Conference](https://ohiodistrictoptimist.org/event/q1-district-conference-2024-2025/) and encourage members to attend.
7. Attend the [1st Quarter Conference](https://ohiodistrictoptimist.org/event/q1-district-conference-2024-2025/) in Dublin, Ohio.
8. Report back to your club the ideas you received at the conference.

### November

1. Refer to your goals and see how you are doing.
2. Invite your Lt. Governor to one of your regular meetings.
3. Continue to look for [Essay Contest](https://ohiodistrictoptimist.org/essay-contests/) participants as well as [Oratorical Contest](https://ohiodistrictoptimist.org/oratorical-contest/) participants.
4. Think about selecting a local teacher to honor and thank for his/her service to the kids in your community.

### December

1. Invite your Lt. Governor to your holiday events.
2. Enjoy the love this season has to offer.
3. Share your love with the kids in your area with some special event.

### January

1. Follow-up with your Club Essay Contest Chair and Club Oratorical Contest Chair to see how they are progressing. The essays should be arriving at your club for selection of winning essays.
2. The Club Oratorical Chair should be in contact with the schools to make sure they are on track for speeches in February. If you have any questions, you can contact Oratorical Contest Chair.
3. When the call comes out, register online for the [2nd Quarter Conference](https://ohiodistrictoptimist.org/event/q2-district-conference-2023-2024-2/).
4. Complete the [Quarterly Zone Report](https://ohiodistrictoptimist.org/quarterly_zone_report/).

### February

1. Attend the [2nd Quarter Conference](https://ohiodistrictoptimist.org/event/q2-district-conference-2023-2024-2/) in Dublin, Ohio.
2. Share any Club Awards for a job well done in 2023-2024 with your club.
3. You should be completing your [Essay Contest](https://ohiodistrictoptimist.org/essay-contests/). Contact the Essay Contest Chair with questions.
4. You should be progressing with your [Oratorical Contest](https://ohiodistrictoptimist.org/oratorical-contest/). If you have any questions, you can contact the Oratorical Contest Chair.
5. Make sure you have completed the President’s training at [Optimist Institute](https://optimist.tovuti.io/).

### March

1. Complete the [Oratorical Contest](https://ohiodistrictoptimist.org/oratorical-contest/) and work with your LT. Governor and Oratorical Contest Chair to send your winners to the Zone Oratorical Contest.

### April

1. Conduct elections in your club.
2. Complete the [Quarterly Zone Report](https://ohiodistrictoptimist.org/quarterly_zone_report/) and send to the Lt. Governor.
3. Attend the zone meeting.
4. After the call goes out, register to attend the [3rdQuarter Conference](https://ohiodistrictoptimist.org/event/q3-district-conference-2024-2025/) in Dublin, Ohio.
5. Encourage the club members to attend the [3rdQuarter Conference](https://ohiodistrictoptimist.org/event/q3-district-conference-2024-2025/). Let them know that the [Essay Contest](https://ohiodistrictoptimist.org/essay-contests/) winner and the District [Oratorical Contest](https://ohiodistrictoptimist.org/oratorical-contest/) are at this conference.

### May

1. Complete the [Quarterly Zone Report](https://ohiodistrictoptimist.org/quarterly_zone_report/).
2. If not completed, complete [Officer Election Report](https://www.optimist.org/Forms/Club_Officer-Elect_Report.pdf).
3. Register for upcoming [Optimist International Convention](https://www.optimist.org/Member/convention.cfm).
4. Encourage club members to attend the [Optimist International Convention](https://www.optimist.org/Member/convention.cfm).

### June

1. Encourage your club members to attend the [Optimist International Convention](https://www.optimist.org/Member/convention.cfm).
2. Register and attend the [Optimist International Convention](https://www.optimist.org/Member/convention.cfm).

### July

1. Send [Quarterly Zone Report](https://ohiodistrictoptimist.org/quarterly_zone_report/) to the Lt. Governor.
2. Attend the 4th quarter zoom meeting.
3. Give [Honor Club Checklist](https://ohiodistrictoptimist.org/honor_club_checklist/) to the Lt. Governor to demonstrate how your club has achieved their goals and if they are close to becoming an Honor or Distinguished club.
4. Encourage club members to attend [Ohio District Convention](https://ohiodistrictoptimist.org/event/77th-annual-district-convention-2024-2025/).
5. When the call comes out, register online for the [Ohio District Convention](https://ohiodistrictoptimist.org/event/77th-annual-district-convention-2024-2025/) at the Hope Hotel in Fairborn, Ohio.

### August

1. Encourage club members to attend the [Ohio District Convention](https://ohiodistrictoptimist.org/event/77th-annual-district-convention-2024-2025/).
2. Attend the [Ohio District Convention](https://ohiodistrictoptimist.org/event/77th-annual-district-convention-2024-2025/) and training. Encourage the incoming president to attend the [Ohio District Convention](https://ohiodistrictoptimist.org/event/77th-annual-district-convention-2024-2025/) for training.

### September

1. Check goals and see if your club has achieved the goal of becoming Honor or Distinguished by using the [Honor Club Checklist](https://ohiodistrictoptimist.org/honor_club_checklist/).
2. Send in reports to the District Secretary and Governor.
3. Introduce your club to the new Lt. Governor and the new officers of the club.
4. Hold a celebration event to send off existing officers and welcome the new officers.