

ZONTA ON THE ROCKS

ZONTA CLUB OF ROCKHAMPTON INC.

P O Box 323 Rockhampton 4700.

Club No. 1054 - Charter 05.08.83.

Email: rockhampton@zontadistrict24.org

Rockhampton Webpage: www.rockhampton.zontadistrict24.org

District 24 Website: www.zontadistrict24.org

Zonta International Website: www.zonta.org

ABN. 51 605 623 392

AREA 4 - DISTRICT 24.

ISSUE 8 - AUGUST 2004.

NOTICES.

If you are
unable to attend
the dinner meeting,
please advise
Tropical Wanderer
on Ph 4926 3822
by 10 am
on the Monday
before the meeting.

**Failure to
apologize will
incur payment
of \$22.00.**



**District 24
Conference:
07 - 09 Oct. 2005
Gold Coast**



**Area 4 Workshop
26 - 27 Feb 2005
Rockhampton**



President's Message:

Although I didn't attend the July dinner meeting because of illness I can report that it was a very enjoyable and entertaining night. Members enjoyed a 'Christmas in July' dinner with the food having the flavour of Denmark. (Apparently a recent wedding influenced that decision). Our 2003 YWPA Award winner attended as our guest and addressed members, speaking about her recent experience at the Youth Parliament in Brisbane. My source tells me that fellowship pervaded the evening - our thanks to the Program Committee.

What a success last Wednesday when 54 attended the 'Women in Management' evening at Wilby's Restaurant in the TAFE Complex co-hosted by Australian Institute of Management and Zonta. It was a cocktail evening with guest speaker Suzie Rixon whose presentation was titled 'Managing across Continents and Cultures'. Suzie having lived and worked in five continents, had no trouble holding our attention as she spoke of the highs and lows of a three year period of leading a 20 person tour in Africa. Facilitating the cohesiveness of a group of strangers required to live together for 10 weeks was indeed a great learning curve. We also noticed a very proud Mum and Dad in the audience.

The Film Premiere has been brought forward to Monday 30 August. The film to be screened is 'Suddenly Thirty' which is a comedy. The necessary sponsorship has been secured and tickets will be available by our next dinner meeting. It is hoped that all members will endeavour to sell at least ten tickets each thus ensuring the success of the evening. Entry will be \$12.50 and the refreshments will be wine/juice and pizza. Thank you to Anna C and Margaret who have worked hard to organize this event.

It is time to supply some more Breast Cushions to the Cancer Fund so at the next dinner meeting we will be 'stuffing and sewing' while we enjoy fellowship. Also have your diary ready as we will be looking at dates for a working bee to get the next lot of cushions under way.

Yours in Zonta

Berenice.



President: Berenice Payne
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Zonta on the Rocks – Advancing the Status of Women Worldwide

MEETINGS.

Board:

6.30pm:
2nd Tuesday
of the month
Venue:
Tropical Wanderer
Resort.

Dinner:

6.00 pm for 6.30pm
3rd Tuesday
of the month
Venue:
Tropical Wanderer
Resort.

**Committee
Meetings.
OMC/PR/UN**

Program:

Venue:
Tropical Wanderer
Resort
5.30 pm—
2nd Tuesday
of the month.

**Finance and
Fundraising:**

Venue:
Tropical Wanderer
Resort
5.30 pm—
2nd Tuesday
of the month.

Status of Women:

Venue:
Tropical Wanderer
Resort
5.30pm—
2nd Tuesday
of the month.

Calendar:



AUGUST:

- 04 Zonta/AIM Function – Wilby’s
- 10 Committee Meetings/
Board Meeting
- 17 Dinner Meeting
- 30 Movie Premiere -
‘Suddenly Thirty’

SEPTEMBER:

- 14 Committee Meetings/
Board Meeting
- 21 Dinner Meeting

**Special United Nations Observances
and Other Significant Days.**

September:

- 08 International Literacy Day



Guests enjoy
Zonta/AIM
Evening



*Don't chase your dreams.
Catch them.*

Dinner Raffle.

The supply of gifts for the
Dinner Raffle follows the listing
in the Members Directory.

- August: Clair
- September: Margaret O
- October: Berenice
- November: Chris

Please give your
raffle prize to
Elizabeth to co-ordinate.



Suzie
delivers her
presentation.

**If you would like to contribute to your Newsletter
please forward articles to Berenice Payne either
by
Fax: 4921 3441 or Email to
berenice.a.payne@bigpond.com**

Deadline: First Tuesday of the month.

Mark Your Calendar.

2005 District 24 Conference
07 – 09 October: Gold Coast

2006 International Convention.
24 – 29 June: Melbourne.

From the Zonta International Manual

CLUB LEADERSHIP: THE CLUB BOARD

Club Leadership and Succession Planning:

Strong leadership is crucial to the effective functioning of Zonta clubs. In setting directions, the board must propose goals and activities that complement and enhance those of Zonta International and also inspire club member commitment. Goals and activities should be specific, attainable and effective, to demonstrate clear direction and to focus club efforts.

The board members need to have an in-depth knowledge of Zonta and sound communication skills. Both can be strengthened if succession planning is a natural part of the club leadership. Potential leaders should be identified within the membership and be appointed as committee chairmen and encouraged to attend area meetings, district conferences and conventions. The stepping stones are then in place for election to the club board.

The board needs to take responsibility, uphold ethical principles, work towards progress for the club and organization, utilize the strengths of the members, and encourage self-development.

When asking club members to perform various tasks, club leaders should specify the nature, requirements and goals of the task, provide assistance as required, monitor progress and acknowledge dedication and achievement.

THE CLUB BOARD

The club board is elected by the club members to direct the affairs of the club. The board consists of a president, vice president, secretary and treasurer (the officers) and at least two directors. In its bylaws the club may specify additional directors and additional officers such as a president-elect, first and second vice presidents, recording and corresponding secretaries, and assistant treasurer.

Qualifications

Board members should be nominated for election on their qualifications and abilities. The president must, at some time, have been a member of the club board for at least one year, except in the case of a newly chartered club. Any member in good standing is eligible for the position of director.

Terms of office

The board members assume office on 1 June and hold office for at least one year, preferably two, or until their successors assume office. No board member may serve more than two consecutive years in the same office except the treasurer, who

shall serve no more than four.

At club option a member who has served previously as an officer or director is eligible to serve in the same office again after an intermission.

Board responsibilities

- Develop coordinated goals and monitor progress towards their achievement
 - Supervise the affairs of the club between meetings, without conflict with club actions
 - Recommend but not determine policy, projects and donations for adoption by the club
 - Disseminate Zonta International program information to all club members
 - Approve appointments of committee chairmen submitted by the president
 - Receive reports of the committees
 - Review financial reports comparing actual versus budgeted income and expense
 - Review and approve all individuals proposed for club membership
 - Evaluate unexcused absences and member resignations
 - Approve leave of absence for a specific period of time
 - Fill vacancies in any office except that of President
 - Consider the budget(s) and present them to the membership for adoption
 - Ensure that the club fulfills its legal liabilities in the state where it is constituted.
 - Maintain policy book (see duties of recording secretary this section)
 - Consider awarding club honorary membership to people who have demonstrated distinguished service outside Zonta.
- Ensure continuity of leadership and understanding of board duties by meeting the new, incoming board prior to its assumption of office 1 June.

Club leadership planning and recruitment

This includes:

- Encourage new members to join club committees and aspire to future leadership positions
- Emphasize that leadership skills learned in Zonta are useful everywhere
- Delegate responsibilities and receive new ideas positively as well as training members to become new leaders
- Allow potential leaders to function as a complement to the experience of veteran leaders
- Large committees may use vice chairmen in order to train future chairmen

“...a better world for women is a better world. We have been working for that better world for almost 85 years, and we have a great deal to be proud of!”

Mary Ellen Bittner – Z I President

ZONTA CLUB COMMITTEES

Committees are formed to assist the effective functioning of the club. It is recommended that each member be invited to join a committee in order to get involved and share expertise and skills. The Zonta International bylaws require clubs to establish the following committees:

THE MANDATORY (STANDING) COMMITTEES

- *Status of Women Service Committee*
- *Organization, Membership and Classification Committee*
- *Public Relations and Communications Committee*
- *United Nations Committee*
- *Finance Committee*
- *Nominating Committee, elected*

OPTIONAL COMMITTEES

The club may establish other committees in order to achieve its goals. These committees may include a program committee, attendance committee, fellowship committee, inter-city committee, newsletter committee, and archive and history committee.

APPOINTMENT TO COMMITTEES

- *All members in good standing are eligible for appointment as committee members or chairmen*
- *A committee may consist of one person. Each committee may have subcommittees*
- *The appointment of chairmen (and members, at club option) of committees is the responsibility of the club president subject to the approval of the club board*
- *The reappointment of committee chairmen for successive terms is optional*
- *Committee vice chairmen may be appointed to provide an opportunity for leadership training and continuity*

DIRECTION AND PLANNING

The club president and the board give direction and suggestions to committees based on Zonta International objects, the decisions/goals decided at the last convention and district conference, and:

- The program edition of *The Zontian* magazine (the first issue of the biennium)
- Communications from Zonta International board and international committee chairmen
- Communications from headquarters, the governor, the area director, district committee chairmen and reports from previous club chairmen
- The club's long-range plan

COMMITTEE RESPONSIBILITIES

Responsibilities of the Club Committee Chairman

- *Establish the goals for the committee in cooperation with the club president and board*
- *Report to the board and the club as required about progress*
- *Report to the district committee chairman as required and copy the club president*
- *Schedule regular meetings, with adequate notice of details, to committee members and the president and prepare an agenda*
- *Give each member of the committee some responsibility and encourage each member to contribute ideas and suggestions*
- *Adhere to the approved committee budget*
- *Work with other committees and the board to prepare a club calendar of events and meetings.*

Responsibilities of the Committee Member

- *Attend committee meetings and participate in committee discussions and decisions*
- *Accept assignments and responsibilities*
- *Support committee projects and decisions.*