

TEN POINT TUNE UP

Club Name	
Area Number	

	Points	Actions	Comments
1	First Impressions	A) Are guests greeted warmly and introduced by name to officers and members? B) Does the guest receive either a paper/digital guest package?	
2	Guest Experience	A) Are the guests invited to give meeting feedback & attend the next meeting? B) Is a club officer available to add a new member after each meeting? C) Does the guest receive follow-up communications and an invitation to join the club?	
3	Member Orientation	A) Is there a formal new member induction ceremony? B) Are learning needs assessed and Pathways education program explained? C) Does member get a Mentor assigned in the first month of joining?	
4	Program Planning & Meeting Organization	A) Does the Club publicize an agenda prior to the meeting? B) Do Members know program responsibilities and are they prepared to carry out assignments? C) Are evaluations positive and usually helpful?	
5	Fellowship & Cohesion	A) Are meetings enjoyable and educational? B) Are social events held regularly? C) Do members participate in area, district, and international events?	

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6	Membership Strength	A) Does the club strive for 20 or more actively engaged members? B) Is there an established membership renewal process? C) Is there a regular membership-building effort?	
7	Club Website	A) Does the website have the current meeting time, location and contact email and phone #? Online meeting direction? B) Does the website have resources & link to the District 50 Website?	
8	Social Media & communications	A) Does the club have a current Facebook page? B) if a corporate club, does the club post on the intranet/social platform? C) Does the social media page offer recent photos and the ability to post & indicate likes?	
9	Achievement Recognition	A) Are award applications submitted to World Headquarters on a timely basis? B) Is the DCP used for planning and recognition? C) What are different ways the club recognizes the member achievement?	
10	Leadership & Succession Plan	A) Does the club offer members the opportunity to be groomed for a club leadership role? B) Does the club regularly have at least two new club officers? C) Are club officers encouraged to attend TLI and other district sponsored training?	