OFFICIAL MONTHLY REPORT

of	the Kiwanis C	Club of	lealdsb	re.		Ornia. (State)						
	Mon	th of August)	19								
Secretary	H. Alexande	92*	doese)	anod. e	4 932	gelet tdeb						
Address P.O. Box 135				Tuesday I2.I0 Day Hour								
Club meeting place Day Hour Hour MEMBERSHIP AND ATTENDANCE RECORD												
	Membership Active, Reserve &	Attendance Members Only				Membership Active, Reserve & Privileged	Attendance Members Only					
First Week	Privileged 34	31	Fourth	Week		36	33					

Percentage of Attendance (for month) # 909
(Divide Total Attendance by Total Membership)

Second Week.

Third Week...

Instructions to Secretaries

Fifth Week.

- 1. This monthly report should be forwarded as early as possible following the final meeting—the white blank to International Headquarters, the pink blank to the district secretary, the yellow blank to be retained by the secretary.
- 2. Statement of club activities for the month. Give details if an unusual and very successful activity. If you will fill out this form carefully, you can assist your district and International organizations in passing your good ideas along to other clubs. Material for "Kiwanis Activities" and The Kiwanis Magazine is compiled from this monthly report.
- 3. Spaces are provided in this report for the reporting of additions, deletions, changes of address, changes of classification and reinstatements. The sending of this information each month regularly prevents loss of mail and many other difficulties.
- 4. All membership information (additions and deletions) is to be forwarded to Headquarters on this monthly report form, with the exception of the semi-annual report submitted on July 1 giving a complete roster of the club membership as of that date.
 - a. Do not report by letter or send in rosters at various intervals in booklet form or otherwise, as this is confusing and necessitates duplicate checking.
- 5. Be careful to list all information under proper heads. Especially do not omit full classifications and complete addresses because omission of either means added correspondence and unnecessary work for the club secretary and Headquarters.
 - 6. Be sure to indicate the class of membership; namely, active, reserve, privileged or honorary.
 - 7. Under "Membership" give the total number of active, reserve and privileged members on your roll each week.
 - 8. Under "Attendance" give the total number of active, reserve and privileged members in attendance each week.
 - 9. Should no meeting be held give the total number of members on the roll that week and record a zero for attendance.
- 10. The receipt of the proper form at Headquarters on or before the 10th of each month, will insure the delivery of the Magazine for the following month to members added. If received after the 10th, your new members will not receive the Magazine until the second month after the current issue.
- 11. Report regularly each month any complaints received concerning non-delivery of the Magazine in space provided. Your co-operation in this matter will mean a prompt check which will insure the delivery of the Magazine.
- 12. A prompt notice of change in address sent on this report form is imperative. The old as well as the new must be given in the space provided. Postal authorities request that where possible, name of street and street number be listed rather than building or room number in building. Unless we are notified of new change magazine is mailed to former address. Post office does not forward magazines.
- 13. Billing for International dues is made according to the provision of the constitution, based on semi-annual membership certifications made by each secretary as of January 1 and July 1. Each club as provided in the constitution is billed for Magazine subscriptions on the basis of January 1 reports, after which credit is given for deletions, and new charges made for additions, according to the actual number of Magazines ordered sent or stopped, as regulated by your monthly reports.

Change of Classification

Name of Member	Former Classification	Present Classification	Address	Date of Change	Kind of Membership
Walet Joy printed as demonstrates a		Additions A	into que soum el ses e i ferential le se s		BUARD II.
Contract Kind of			lauren aura d	and the second of the second o	Twings Party and
			Chasification	92 15 p. 1. 1.	are sounds and
None				pour gree à point sous	ы порязода-с
				com gives projective	Codey 1
STATE SUBSEIVED AND AND ADDRESS	g near speck track set	totte beviscos s	Debby stadeses	Section Sites	1
	hom does to aid; a	Re-Instatement	s		
Name of Member	Classification	n enteres tostions	Address	Kind of Member- ship	Date Re-instated
Season for the state on a		N SALDER TOTAL	o sederar later wi		
	to desirential ours			State of the state	Singification acardon
	to the time ten ob			mean its sal as to	nes es .t
None	to tensory suppressed on the			satisfied hopes to	
	o zagoz segómos			somestions of to a	on the shi di
g sender dig part degree in deer			1		
(Non-march	Additional ers, libraries, clubs,	Subscriptions	to Magazine	stitutions only)	
	Former Subscriber	nospitats, other o	Address		Annual or Perm
Name of Subscriber	(Yes-No)	bA	notine Res (10)	Manibas 1	(Until Notic
	has of garwold)				State of the state
	-	sing of more			
		sing of satisfaction			
		of dinom soi) of the constraint special of many			
None		ary to construct any	comebration to	ne Lucenius	T T
	Members Complain	ning of Non-R	eceipt of Magazi	ne	
None	Members Complai	ning of Non-R	eceipt of Magazi	ne	Remarks
None Name of Member	Issue Not Received		Address	ne	Remarks
None	Issue Not	ining of Non-R	Address		Remarks
None Name of Member	Issue Not Received		Address	ne	Remarks
None Name of Member	Issue Not Received		Address		Remarks
None Name of Member	Issue Not Received		Address		Remarks
None Name of Member	Issue Not Received		Address		Remarks
None Name of Member	Issue Not Received	6bA 10 separations	Address		
None Name of Member	Issue Not Received	6bA 10 separations	Address		
None Name of Member	Issue Not Received	6bA 10 separations	Address		
None Name of Member	Issue Not Received	6bA 10 separations	Address		

GINTED SUSA (DO NOT DETACH)

ACTIVITIES REPORT

Work on International policies or district activities:

Sent Delegate to Long Beach

Report of inter-club meetings during month:

None

Club Programs in charge of standing committees:

August 3rd, Robert C. Yates of Santa Rosa on "Self Defence" Caxton P. Rhodes of San Francisco Trusts and B Wills"

Colonel C. Wilfred Bourne on "The Far East" M. Earle Adams on "Mail Service".

Outstanding speakers: Mailing address: Subject of talk:

Public activities:

Should no meeting be held give the total number of members on the roll that week and roll a zero for attendan

Suggestions:

MEMBERSHIP REPORT Kiwanis Club of Heeldsburg Date Forwarded Additions Kind of Member-ship If former Kiwanian—Club Date of addition Address Classification Name of Member None Deletions Kind of Member-ship Date of deletion Reason Classification Address Name of Member None Change of Address New Address Old Address Name of Member Classification None