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#### **District Governor Walter Hastings** (Heartland)

South Royalton, VT 05068 Cell: 802-356-5203

864 South Windsor Street

Email: vtlionwalter@gmail.com

#### **1ST Vice District Governor** Elizabeth "Liz" Fenwick

(Norshaft) 301 Mountain View Drive Shaftsbury, VT 05262 Phone: 802-379-7710 Email: eafenwick@gmail.com

#### 2nd Vice District Governor Vacant

#### **Cabinet Secretary Carol Greene**

(Heartland) PO Box 92 South Royalton, VT 05068 Cell: 802-291-3750 Email: vtlioncarol@gmail.com

#### **Cabinet Treasurer Brenda Seitz (Brattleboro)**

724 Hinesburg Road Brattleboro, VT 05301 Phone: 802-257-0901 Email: blseitz92@gmail.com



Vermont District 45

www.vermontlions.org

#### A Message from District Governor Walter Hastings

#### Dear Fellow Lions,

November will soon be here. I am in hopes to hear about how your club is participating in National Diabetes Month, which is November. I am excited to have Dr. Joel Schnure, Division Chief, Endocrinology at The University of Vermont Medical Center be our guest speaker at the fall cabinet meeting. Dr. Schnure will share about diabetes. And to think that we are tackling hunger with packing 10,000 meals which every club in Vermont District 45 Lions will participate.

In October, I was able to make some club visits and attend some club events, which I will continue in the coming months. I am always proud to see what our Vermont Lions are accomplishing. Remember "Where there is a need, there is a Lion" and that is so true – we as Lions are there when there is a need.

I also recently attended the New England Lions Council fall meeting at Mt. Snow in Dover, VT and I learned that we are all facing the same issues, how to increase membership, how to retain the members we have and how to grow by adding new clubs. Workshops were on membership and leadership also how to host a fishing trip. We have a team of Guiding Lions who are ready and willing to help your club grow, if you need help please contact me directly and I will be sure to have someone from the team contact you.

Looking ahead to the Holiday Season, please reach out in your community and help those in need. This is a special time when Lions will serve others in so many ways.

In closing, thanks for all that you do! We Serve,

DG Lion Walter

District 45								
	Calendar							
November 2017								
4	Fall Cabinet Meeting/LCI Super Raffle - Colchester							
4	VLC Annual Meeting							
20	Deadline to submit items for Communique							
December 2017								
20	Deadline to submit items for Communique							
Janu	January 2018							
20	Deadline to submit items for Communique							
February 2018								
10	Heartland Lions Club Dinner Dance - West Lebanon, NH							

# Vermont Lions District 45 Fall Cabinet Meeting Saturday, November 4, 2017 Hampton Inn 42 Lower Mountain View Drive Colchester, VT

8:30 am Registration

8:30 am-1:00 pm Promotional Row

8:30 am- 9:20 am Honorary 9:25am Call to Order

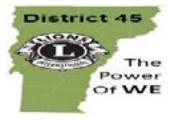
- \*Introductions
- \* Roll Call
- \*Treasurer's Report
- \* Secretary's Report
- \*Vermont Lions Charities
- \*Honorary Committee Report
- \*Green Mountain Lions Camp
- \*Membership Report
- \*Sight & Hearing
- \*Lions Twin State Soccer
- \*Peace Poster
- \*Social/Media/website
- \*LCIF Super Raffle
- \*Vision Screening
- \*Traveling Lion
- \*Fundraising/200 Club 50/50
- \*Old Business
- \*New Business
- \*DG Moment
- \*Lions Roar
- \*Adjourn

11:30am Guest Speaker

Dr. Joel Schnure, Division Chief, Endocrinology at The University of Vermont Medical Center

Noon Lunch

1:00pm-3:00pm Service Project





# Fall Cabinet Meeting/LCIF Super Raffle Saturday, November 4, 2017 Day Event Only

# Hampton Inn 42 Lower Mountain View Drive Colchester, Vermont

Reservations must be made no later than Saturday, October 21, 2017

Name:
Address :
Email Address:
Club/District Position:
Home Club Name:
Phone Number:
Cabinet Meeting: \$22.00 pp x (# attending) \$  Please make your checks payable to Vermont District 45 and mail to:

CT Lion Brenda Seitz

724 Hinesburg Road, Brattleboro, VT 05301

Email: blseitz92@gmail.com

Phone: 802.257.0901

# VERMONT LIONS CLUBS DISTRICT 45



**August**, 2017

To: ALL MEMBERS AND FRIENDS OF VERMONT LIONS DISTRICT 45

From: LCIF Super Raffle Committee Subject: The 2017 Annual Super Raffle

We are very pleased to announce plans for the 2017 District 45 Super Raffle. With our committee of fine Lions we plan to make this event a very successful fund raiser for the District and Lions Clubs International Foundation (LCIF). <u>Since 2004</u> we have hosted this great event, each year raising approximately \$10,000 which has allowed us to present approximately <u>115 Melvin Jones Fellowships to deserving Lions and community members.</u>

This year's event will take place at the <u>Hampton Inn in Colchester on Saturday</u>, <u>November 4, 2017</u>, in conjunction with the regularly scheduled Fall Conference and cabinet meeting.

Tickets are for sale to your club, club members, businesses and friends of Lions. <u>Each ticket sold up to Sunday, October 29, 2017</u> will be entitled to two dinners, (after said date dinners allowed are subject to Hampton Inn). For this year's event, for an additional \$25 you can purchase  $2^{nd}$  Chance Insurance and your non prize winning number will be eligible for a one time  $2^{nd}$  chance to be re-entered into the drawings.

Please have the purchaser fill out the voucher(s), and mail it along with their check made payable to VT Lions D-45 in the amount of \$125 without insurance, \$150 with insurance and mail to PDG Ken Emery, 146 Eagle Park Drive, Colchester VT 05446. For 501 (C) (3) information please contact a LCIF Committee member.

All vouchers will be assigned a ticket number on a first come, first serve basis. If you wish to have a specific ticket number please contact PDG Ken. Event attendees are entitled to get two great dinners, many chances at great prizes and best of all a great time with your fellow Lions and contributing community members. There will be a total of at least \$4,500 in prizes (prize donations are welcome!!!) awarded, including, the *grand prize will be worth \$1,500 (do not need to be present to win)*.

Overnight accommodations are available at the Hampton Inn, 42 Mountain View Drive, next to Costco, 802.655.6177. Ask for the special Lions Club rate of \$109 using the special rate code Vermont Lions Group Block. Please keep in mind rooms are only guaranteed at that rate until October 14, 2017. The evening festivities will begin social time at 6:00 pm, dinner at 6:30 pm and the Super Raffle following dinner.

For each ticket purchased by a Club or Lion member, a nomination for an individual (Lion or community member) to receive a Melvin Jones can be made. *Deadline to nominate is January 31, 2018.* 

If you have any questions or need more information, please contact one of the committee members.

Sincerely in Lionism,

#### 2017 District 45 LCIF Super Raffle Co-Chairs

PDG Ken Emery – 802-578-7483 – <u>kpemery1960@gmail.com</u> PDG Betsy MaGee – 802-578-5188 - <u>lionbetsy2000@yahoo.com</u>

Committee Members: IPDG Joe Wilson (Springfield), PDG Tommy Walz (Barre), Lion Carmelita Belisle (Colchester), Lion Mark Collette (Orleans), Lion David LaRose (Essex Jct.), Lion Jay Niles (Granville), Lion Phylis Porio (NorShaft)

#### **VERMONT LIONS CLUBS DISTRICT 45**



The Lions are going!!! The Lions are going!!! ARE YOU!!!
The Lions of District 45 are going to Colchester, Vermont for the
annual LCIF Super Raffle!!!

# Saturday November 4<sup>th</sup> Hampton Inn, 6:30 p.m.

### Evening highlights:

- GRAND PRIZE \$1,500, 2nd prize \$500
  - Multiple Grand Prizes
  - Multiple Door Prizes
- Special raffle of 10<sup>th</sup> ball, guaranteed 1 of 10 chance to win
  - Tickety: \$125, \$150 with insurance
- ALL tickets purchase include 2 meals (<u>DEADLINE 10/29/2017</u>)
  - Benefits our international foundation
- Funds raised allows Melvin Jones Fellow Award to be granted which over 35 Melvin Jones Fellows granted past 3 years
  - GREAT meal served by Hampton Inn
- Hotel Room rate of \$109 (plus fees) (DEADLINE 10/14/2017)
  - Great way to relax after DG Walter's cabinet meeting
- Photobooth for fun memories (provided by Essex Ict. Lions Club)

See our district website <u>www.vermontlions.org</u> for information on the event, including ticket purchasing, room reservations and requesting prize donations from local businesses

2017 LCIF Super Raffle: PDG Betsy MaGee and PDG Ken Emery, Co-Chairs Committee Members: IPDG Joe Wilson (Springfield), PDG Tommy Walz (Barre), Lion Carmelita Belisle (Colchester), Lion Mark Collette (Orleans), Lion David LaRose (Essex Jct.), Lion Jay Niles (Granville), Lion Phylis Porio (Norshaft)

# Vermont Lions District 45 Annual Super Raffle Ticket Request November 4, 2017

\_\_\_\_HOW MANY ATTENDING
\_\_\_\$25 2nd CHANCE INSURANCE

Name
Address

Phone

# Vermont Lions District 45 Annual Super Raffle

proceeds to benefit



Total Cash & Prizes over \$4500
Grand Prize \$1500 ~ 2nd \$500
NOVEMBER 4th, 2017
Hampton Inn, Colchester
Social 6 pm to 6:30 pm
Dinner and Raffle 6:30 PM

\$150 with Insurance ~ \$125 without Insurance 2nd Chance Insurance enables your non prize winning number to be eligible for a one time re entry into the drawings!

All vouchers will be assigned a ticket number, on a first come, first serve basis.

If you wish to have a specific ticket number please contact PDG Ken.

If additional tickets are needed please feel free to copy this form.

DEADLINE FOR MEAL PURCHASES OCTOBER 29, 2017
Please mail completed ticket request and money to
PDG Ken Emery, 146 Eagle Park Drive, Colchester, VT 05446
PLEASE INCLUDE HOW MANY WILL BE ATTENDING

#### LCIF Super Raffle Photo Booth

#### FREE!!! FREE!!! FREE!!! FREE!!!

4:15 p.m. - 6:15 p.m.

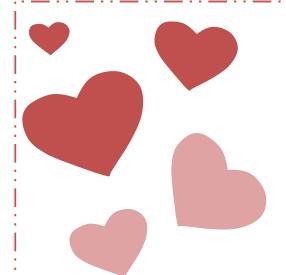
Sponsored by THE Essex Junction Lions Club

Come have your picture taken – single and groups.

Props (hats, mustaches, lips, boas, etc. etc.) will be available

WHO can have the most interesting photo taken???









#### **Heartland Lions Club**

Cordially invites you to our annual

# Valentines Dinner-Dance

February 10<sup>th</sup> 2018

5:30 pm to 10:00 pm

Social hour begins at 5:30 pm

Dinner served at 6:15 pm

Dancing from 7:00 pm until 10:00 pm

Live music provided by Smoke and Mirrors

Many door prizes including a \$1500 Travel Voucher Grand Prize



Discounted room rates available.

Tickets: \$110/couple (advance purchase only)

All proceeds go to local charities.

Please contact:

royalcakes@charter.net or call (802) 291-2429



#### **DISTRICT 45 LIONS CLUBS**

# 2017-2018 SPEAK-OUT CONTEST "WE SERVE - THE POWER OF WE"



#### Fellow Lions:

Now is the time to start planning for the District 45 Speak-Out Contest to be held on March 10, 2018 at the American Legion in Chester, Vermont. Those that have participated in the past know what a wonderful opportunity this is to hear our local high school students "speak out" about our International President's theme, not just at the state contest but at the local level as well.

"WE SERVE - THE POWER OF WE" is the new theme from International President Dr. Naresh Aggarwal, 2017-2018. Please check out his theme on the International website <a href="www.lionsclub.org">www.lionsclub.org</a> I encourage all District 45 Clubs to participate in this year's Speak-Out Contest by inviting your local high school juniors and seniors to share their ideas on this very inspirational theme, "We Serve - The Power of We" with your club and our District.

I am including the materials needed for this year's contest but if you have never participated before and would like help getting started, please feel free to contact either myself or my co-chair, Lion Connie St. George, we will be happy to answer any questions you may have.

Yours in Service,

Lion Kathy Cannon, cannons@gmavt.net 2017-2018 Speak-Out Contest Chairperson, (802) 373-4180

Lion Connie St. George, <u>sunsetcarpentry1@juno.com</u> 2017-2018 Speak-Out Co-Chairperson, (802) 352-4686

## 2017-2018 SPEAK-OUT CONTEST "WE SERVE - THE POWER OF WE" March 10, 2018 American Legion, Chester, Vermont

#### **SPEAK-OUT INFORMATION:**

- 1. Included is an example of the Brandon-Forest Dale-Pittsford Lions Clubs Speak-Out Contest form (an example of two clubs that work together from a union school). **Your Club sets its own prize money.**
- 2. A blank form for your club to use.
- 3. The judging form.

Advise the participants to read the International President's message on the theme of the contest; go to <a href="www.lionsclub.org">www.lionsclub.org</a>.

#### WHAT TO DO IN SEPTEMBER AND OCTOBER:

- 1. Assign a Speak-Out Chairperson in your club.
- 2. Find a contact person, preferably at your local High School: the head of the English Department or a Guidance Counselor are excellent options. Other possible contacts: local 4-H and Scout Group Leaders, Debate Coach, etc.
- 3. Your club will need to set a local contest date, amount of prizes, location of contest and list your chairperson person on the bottom of your form. Fill out your form and make copies including the judging form and the International President's message, if you wish, to give to your contacts. They in turn can make copies for the students that are interested in participating.

# Speak Out Contest 2017– 2018

For juniors and seniors

# **Sponsored by the** CLUB:



**Topic: "WE SERVE - THE POWER OF WE"** 

Time: between 5 and 7 minutes!

NOTE: This is a three level contest. The winner of our local Contest will advance to participate in Regional if necessary. Finalists go on to the State Level Contest which will be held on March 10, 2018 at the American Legion in Chester, Vermont. The Local Contest will be held at a Lions Club Meeting on:

Lions Meet at: (

)

JUDGING CRITERIA:

**Address** 

Theme......20pts.

Development of Theme.....50pts. Expression and Delivery......30pts

Each Judge may direct one question on the subject to the speaker at the conclusion of the speech.

PRIZES!

#### LOCAL CONTEST

1st Place:

2<sup>nd</sup> Place:

3rd Place:

**Possible Regional Contest: To Be Determined if necessary** 

**STATE FINALS!** 

1<sup>st</sup>: \$300 2<sup>nd</sup>: \$150 3<sup>rd</sup>: \$75 4<sup>th</sup> or more \$ 25

**CONTACT PERSON: LION** 

# Speak Out Contest 2017-2018

For Otter Valley juniors and seniors

#### **Sponsored by:**

#### Brandon-Forest Dale & Pittsford Lions Clubs

#### **And D 45 Vermont Lions**

**Topic: "THE POWER OF WE"** 

Time: 5 to 7 min.

NOTE: This is a three level contest. The winner of our local Contest will advance to participate in Regional Contest if necessary. All finalists go on to the State Level Contest which will be held on March 10, 2018 VT at the American Legion, Chester, VT.

The Local Contest will be held at a Lions Club Meeting on: January , 2018 at 6:30PM. Lions Meet at the Methodist Church, Route 7, Brandon)

JUDGING CRITERIA: Address Theme......20pts.

**Development of Theme......50pts. Expression and Delivery......30pts** 

Each Judge may direct one question on the subject to the speaker at the conclusion of the speech.

#### LOCAL PRIZES!

1<sup>st</sup> Place: \$200 2<sup>nd</sup> Place: \$150 3<sup>rd</sup> Place: \$75

**Possible Regional Contest: To Be Determined** 

#### **STATE FINALS**

1<sup>st</sup>: \$300 2<sup>nd</sup>: \$150 3<sup>rd</sup>: \$75





# DISTRICT 45-LIONS OF VERMONT SPEAK OUT CONTEST



<b>Duration of</b>	LESS	FIVE	5-7 Minutes	<b>Total Time</b>	Total
Speech	THAN	MINUTES	Required		Points
Addressing	Effort made	Good effort	Very good	Outstanding	
the Theme	to address the	was made to	effort was	effort was	
	Theme was	address the	made to	made in	
	lacking in	Theme	address the	addressing the	
	quality		Theme	Theme	
(20 Points)	(0-4 Points)		(11-19 Points)	(20 Points)	
(201011115)	(o rromes)	(5-10 Points)		(201011113)	
Developing	Effort to	Good effort	Very good	Outstanding	
the Theme	develop the	was made to	effort was	job was done	
	Theme was	develop the	made to	of developing	
	lacking in	Theme	develop the	the Theme	
	clarity &		Theme		
	organization				
(50 Points)	(0-24 Points)	(25-39 Points)	(40-49 Points)	(50 Points)	
Clarity &		Good effort of	Very good	Excellent	
Expression		expressing the	effort of	effort of	
•		points being	expressing the	expressing	
		made –	points being	points being	
		relatively	made – shows	made – very	
		confident in	confidence in	confident &	
		presentation	presentation	dynamic in	
				presentation	
(30 Points)		(1-14 Points)	(15-24 Points)	(25-30 Points)	
Name					Total
					<b>Points</b>



#### To all members of District 45:

I am sure that all of us have read with increasing concern and horror about the epidemic of drug related deaths among our Youth in Vermont. It seems as though we are loosing a generation to this horrific scourge in our communities. I am sure that everyone knows of some family that has been affected by drug addictions, alcohol and the sadness of the loss of our loved ones and all the potential of our up and coming generations.

Foundation

Feeling helpless is not an emotion that we as Lions dwell on. WE SERVE. We, as Lions, will always look for a way to support our neighbors, if it is to visit someone who is sick with a bowl of that home made soup, donate to a food bank to fight hunger, help with vision screening, or raise money for a natural disaster like Irene. Well, I feel that we are in the middle of an UN - NATURAL disaster at the moment and our children and youth are in the greatest danger we have ever seen.

We are not helpless if we can support our children and youth - giving them skills to make positive decisions, giving them a positive view of who they are and what they can do and link them to their communities by service.

At our August Board Meeting, we were fortunate enough to have Kelly Anderson speak to us about the Lions Quest Program.

Lions Quest is a school – based life skills program for children ages 5-19. In the US education system, this encompasses children from Kindergarten to the  $12^{th}$  Grade. Originally Lions partnered with Quest International to nurture youth in 1984. It became part of LCIF in 2002 to increase the program's reach and to offer greater support and visibility for the Lions who work with their local schools and communities on the program. Over 13 million youth have taken part in a Lions Quest classroom. The program has received high ratings from government agencies and educational groups. It has been implemented in more than 90 countries and program materials have been translated into nearly 40 languages.





The Lions Quest programs bring parents, educators, and community leaders together to teach children important life skills within a caring and consistent environment. This includes developing skills needed for self-discipline, responsibility, good judgment, conflict resolution, and the ability to get along with others. As a curriculum-based program, Lions Quest provides detailed lesson plans and classroom materials. All lessons are designed to complement the standard curriculum, offering a variety of ways to teach and reinforce social and academic skills. Research shows that students' academic achievement increases with the implementation of a social and emotional learning curriculum. Lions Quest also emphasizes service learning; students learn important leadership skills by organizing and carrying out school and community service projects. According to the Corporation for National and Community Service, students who are involved in helping out in the community are happier at home, less likely to use alcohol or other drugs, and more successful in, and committed to school.

To enable this program to take place in your community, LCIF and the Lions Quest Team are prepared to offer grants for training and materials. This is a start, but the core of success is building partnership between your Lions Club and other community groups (e.g. police, health, education, colleges, and the business community).

Please consider the adoption of this service project in your community and think about supporting the "Seed Corn" of our future — our children.

Contact: Lion George Bilodeau VDG Liz Fenwick

#### **Castleton**









The Castleton Lions Club celebrated the conclusion of their Legacy Project with a ribbon cutting ceremony at Crystal Beach in Castleton on September 16th. The project was a new pavilion for the recreation area at the beach. This was the second pavilion built by the Castleton Lions for Crystal Beach. Pictured is our chief of construction, Lion Buddy Taggart, receiving a token of appreciation from King Lion Greg Knapp. Lion Aleda Dutton, chairperson of the project, also received a token of appreciation from the King Lion. A picture of the early construction with Lion Buddy supervising some of the crew with Lions Adam Brua and Jim Lynch on the roof and Lion Jim Thomas on the ground. Other club members and community members are pictured at the ribbon cutting.

## **Colchester and Essex Junction**

Diabetes and Spot Vision Screening









#### **Brandon Forest Dale**



Brandon Forest Dale Lion Stacy Shields celebrates her 22nd birthday at a recent meeting. With her are Lion Fred Pockette and club mascot Madonna, Lion Jackie Dutil's pooch! King Lion Patti Reynolds made Stacy a carousel cake with lion animal crackers surrounding the top



Brandon Forest Dale Lions club set up an information table at our local harvest festival. Shown are Lions Patti, Mary, Connie, and Stacy.

#### **Brandon Forest Dale**



#### Wow!

The Brandon Forest Dale Lions are selling a Christmas wreath again this year FULL of lottery tickets! The potential for winning \$\$\$ is amazing! See a Brandon Forest Dale Lion for tickets or email Lion Mary Shields: mshields@anwsd.org

They are \$5 each or 3 for \$10. Good luck!



### **Brandon Forest Dale**



Brandon Forest Dale Lions club present a check to Mason Wedge a local boy with cancer.



#### Vergennes



The General was captured last night the 18th of Oct. in Vergennes by the Bennington Lions Club. He will be available for capture at our November 14th dinner meeting.

The meeting is held at the Mt. Anthony Country Club on Bank Street in Bennington. Social begins at 6, and dinner at 6:30. The meal will be Beef Stroganoff. Cost of the dinner is \$19.00. Please let Lion Sharon know by the 9th of November so she can make the reservations.

She can be reached at 802-442-0105 or by email at greengras13@yahoo.com.

We will be celebrating our Veterans that night.

We hope to see you there!



# Eye Glass Recycling Instructions

We need your assistance again. At the last Cabinet meeting clubs did a terrific job turning in their eyeglasses for recycling, but we made work for the Vergennes Lions because not all clubs prepped their donations as necessary.

- We want eyeglasses not cases. Remove any eyeglass cases and discard or recycle the cases. We only need the eyeglasses to be turned in.
- 2) Write your FULL Club Name and the count of glasses in the box on the outside of the box. These boxes will be transported in the back of a pickup at 72 mph...any loose note will be blown away...and at least one was.
- 3) Seal the box firmly for transport. The box will not be opened until it gets to New Jersey so ensure that only glasses are inside.

Finally many folks were asking for an address so that they could hand deliver their glasses. The district's glasses are being consolidated at Lion Brad Howe's home in Vergennes. The physical address (not the mailing address) is 125 Sunset Knoll, Vergennes, VT. Please call Brad at 802-759-2141 prior to delivering to ensure that he will be there to receive.

Lion Randy from Middlebury Lions will continue to transport glasses from cabinet meetings to Brad's home, so feel free to continue to bring them to cabinet meetings. You can even bring them to the spring convention, but those won't count for this year's total for competition purposes...but they will count toward next year's competition.

# **Every Order You Place with Amazon** can benefit Vermont Lions Charities

## **Amazonsmile**

It's easy....

Type in <a href="https://smile.amazon.com/">https://smile.amazon.com/</a>
On your first visit to AmazonSmile
(smile.amazon.com), you need to select a
charitable organization (i.e., Vermont Lions
Charities) to receive donations from eligible
purchases before you begin shopping. Amazon
will remember your selection, and then every
eligible purchase you make at
smile.amazon.com will result in a donation.

Just remember to go to smile.amazon.com for all your future shopping.

# **D-45 Centennial Coordinator's Corner**

#### Centennial Service Challenge

For nearly 100 years, Lions have changed lives in their communities and around the world. In celebration of our Centennial in 2017, Lions everywhere are being challenged to serve 100 million people. You're invited to join the celebration by helping us reach our goal. Your club can earn special Centennial recognition by hosting a service project that benefits Youth, Vision, Hunger or the Environment. Don't miss your chance to be a part of this historic event—start planning your next Centennial Service Challenge event today!



#### Centennial Membership Awards

The Centennial Celebration Membership Awards provides all Lions and Lions clubs the opportunity to earn special *Limited Edition* awards for inviting new members and helping to organize new clubs.





#### Centennial Community Legacy Projects

Connect with your community and build your Lion legacy by planning a Centennial Community Legacy Project during our Centennial Celebration. Legacy Projects are visible gifts to your community that commemorate our Centennial and create a tasting legacy of your service contributions.

### Editor's Corner

#### **A Quick Note from the Editor:**

Please help the Communique remain on schedule by doing the following:

- 1. Submit by the 20th of the month for the following month's Communique
- 2. Pick 3-5 pictures, maximum to submit (per event) and please tell us who is in the pictures, what club they represent and what event the photo was taken at.
- 3. Please proof your work before submitting it. We will quickly check spelling but you'll need to make sure that names/dates/locations are correct.

Thank you in advance! Lion Amy Herrmann

Please follow these simple steps:

#### \*\*\*NEW EMAIL ADDRESS!\*\*\*

<u>1st:</u> When sending correspondence to be included in the Communiqué, please put 'For Communique' in the subject line of the email. Emails to <u>communique@vermontlions.org</u> are received by several Lions and we need to be sure that it is directed properly.

**2nd:** A quick Marketing 101 reminder: Be sure to include the 5 W's. Who? What? When? Where? Why? and How? when sending information for inclusion in the Communiqué.

For example (and a shameless plug!): (Who)The Manchester Lions Club will be hosting (What) the Maple Leaf Half Marathon, a Top Ten Fall Event, on (When) Saturday September 9, 2017(Where)The event begins at ends at the Dana L. Thompson Memorial Park, 340 Rec Park Road, Manchester, Vermont. (Why)Monies raised from the event are donated back to the community in the form of scholarships and donations. (How) For more information or to register please visit our website at www.manchestervtmapleleaf.com

<u>3rd:</u> Start advertising your event months in advance. Don't wait until the September Communiqué to promote a September event. Send the information as early as possible. I'll get it on the calendar and begin promoting it for you.

<u>Lastly:</u> Please submit items in one of the following formats: **PDF**, **Word**, or **JPEG**. Please help me get the Communique posted on time each month by submitting items early and in the proper format. I do have the ability to edit just about anything but would prefer print-ready submissions (in the interest of time).

All information/photos MUST be received by the 20th of each month.