

Kiwanis

California-Nevada-Hawaii District

www.cnhkiwanis.org

Lieutenant Governor's Report of Official Board Visits

(Report to be completed and filed by May 31. Expense Report to be completed and filed by August 31.)

Please answer the following for each club

Date of board meeting visit (Month / Day)	President's Leadership (Satisfactory / Unsatisfactory)	Secretary's records and knowledge of duties (Satisfactory / Unsatisfactory)	Club finances and budget (Satisfactory / Unsatisfactory)	Membership Development plans (Satisfactory / Unsatisfactory)	Committee organization and functioning (Satisfactory / Unsatisfactory)	Are bylaws up to date? (Yes / No)	Is there an annual audit of club's books? (Yes / No)	Is the club incorporated? (Yes / No)	Does the board review all reports? (Yes / No)	Does the club have a charitable foundation? (Yes / No)	Frequency of club publication / bulletin (Weekly / Bimonthly / Monthly / None)	How do you rate the service activities of this club? (Good / Fair / Poor)

Cal-Nev-Ha District of Kiwanis International

District

Division _____ *Date Submitted* _____

Lieutenant Governor's Signature

Key #	Club Name

REMARKS AND OBSERVATIONS: Report here any information which needs the attention of the division or district.