

REPORT OF OFFICIAL BOARD VISIT BY LIEUTENANT GOVERNOR

This report should be submitted by May 14 each fiscal year. Email completed report to: txokdist@swbell.net

	RATING
Date of Board Meeting Visit (month/day/year)	
President's Leadership (Satisfactory - S / Unsatisfactory - U)	
Secretary's Records and Knowledge of Duties (S / U)	
Club Finances and Budget (S / U)	
Membership Development Plan (S / U)	
Committee Organization and Functionality (S / U)	
Are Club By-Laws Up-to-Date (Y / N)	
Is There an Annual Audit of Club Books? (Y / N)	
Is the Club Incorporated? (Y / N)	
Does the Board Review All Reports? (Y / N)	
Does the Club Have a Charitable Foundation? (Y / N)	
Frequency of Club Publications / Bulletins (Weekly - W / Bimonthly - B / Monthly - M / None - N)	
How Do You Rate the Service Activities of This Club? (Good - G / Fair - F / Poor - P)	

ADDITIONAL COMMENTS (Report here any information which needs the attention of the District)

Club Name: _____ **Division** _____ **Date Submitted** _____

Lieutenant Governor Name _____ **Signature** _____