



# New Club Progress Report

Date \_\_\_\_\_ Sponsor Club \_\_\_\_\_ Sponsor Club # (s) \_\_\_\_\_

Sponsor Club \_\_\_\_\_ Sponsor Club # (s) \_\_\_\_\_

Proposed name of New Club/Location of New Club \_\_\_\_\_

Date of reported meeting \_\_\_\_\_ Date of next meeting \_\_\_\_\_

Number of Charter Member fees and applications collected \_\_\_\_\_ Recruitment Goal \_\_\_\_\_

Please select, if applicable  College Club  Sports Club

Temporary Chairperson assigned?  Yes  No

Established Club Dues?  Yes  No

Field Representative Assigned?  Yes  No

Certified Club Builder Assistance?  Yes  No

Reviewed Club Bylaws?  Yes  No

Nominated Club Officers?  Yes  No

Name \_\_\_\_\_

Name \_\_\_\_\_

## Assess Community Needs

**Ask** for help from Certified Club Builders, key contacts and community establishments.

**Survey** community leaders for an experienced viewpoint.

**Start** recruiting everyone and building to address the community's needs.

**Extend** reach to local businesses, school district and other agencies tied to the community.

**Send** out public service announcements and utilize marketing materials.

**Set** up informational meetings and maintain momentum.

How does the Club plan to serve the community's needs? \_\_\_\_\_

\_\_\_\_\_

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**Material Request (Please send):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ ZIP/Postal Code: \_\_\_\_\_

Materials requested: \_\_\_\_\_

Date needed: \_\_\_\_\_ Anticipated Charter Date: \_\_\_\_\_

Once organizational date is set, please contact the New Club Building Department at Optimist International for New Club number, Field Kit and Field Representative assignment.

**Send to:**

E-mail: [newclubs@optimist.org](mailto:newclubs@optimist.org)

Fax: (314) 371-6006

Mail: New Club Building • Optimist International • 4494 Lindell Blvd. • St. Louis, MO 63108