



# **Strategic Plan For 2024-27 and Action Plans for 2024-25**

DRAFT as at 18 July 2024 – BUDGET FIGURES ARE SUBJECT TO BOARD APPROVAL,

Rotary Club of Ocean Grove  
ABN: 13 501 173 192  
PO Box 252  
Ocean Grove, Victoria 3226  
e: [rotaryclubogrove@gmail.com](mailto:rotaryclubogrove@gmail.com)  
w. [rotaryoceangrove.org.au](http://rotaryoceangrove.org.au)

Club President 2024-25 Meredith O'Neill

Signature:

## **Rotary Club of Ocean Grove Inc – Strategic Plan 2024 -27**

### **Vision:**

Together, we see a world where our members unite and take action to create lasting change – across the globe, in our community and in ourselves.

### **Mission:**

We provide service and support to others, promote integrity, and advance world understanding through fellowship whilst providing opportunities for our members to socially connect and have fun.

### **Rotary International, Regional Council and Rotary District 9780 Priorities 2024-27**

Club strategies and actions will be linked to the following strategic priorities:

- Increase our impact
- Expand our reach
- Enhance member engagement
- Increase our ability to adapt.

### **Rotary Club of Ocean Grove Incorporated Structure**

**Board** – The Board has responsibility for Internal Management, Administration, Governance, Strategic Planning and Annual Reporting; Policy Development, Finance and Links to Rotary District 9780 and the Rotary Regional Community Group.

*Internal management* includes Rotary branding, membership, public image, allocation of responsibilities across the club, Codes of Conduct, grievance processes, professional development, internal club communication and the club meeting program.

*Administration* tasks performed by the Secretary include membership records, correspondence, club documentation, online record keeping, insurance, compliance requirements and financial reporting. The Board responds to incoming correspondence and develops a course of action. The Secretary reports to the Board on administrative matters or issues that require further resolution. The Board has responsibility for the oversight of administrative systems and processes.

*Governance* includes club leadership, the club committee and team structure, meeting procedures, decision making framework, accountability and reporting relationships and ethical and social responsibility. The Board will review and consider approval of decisions that have been made by committees with delegated responsibilities.

*Strategic Planning* includes setting club goals, identifying strategies and actions to achieve goals, aligning club plans with Rotary District 9780 strategic plans and Rotary International priorities, themes and focus areas; and preparation of an Annual Report.

*Policy Development* involves the preparation of policies to reflect legislative and regulatory requirements, consistency of policy and by laws, regular updating of policies and codes and making policies and codes accessible to the membership on the website.

*Finance* includes membership subscriptions, donations to Rotary Foundation, sponsorship, grants, fundraising, budget allocations, distribution of funds, financial procedures, financial record keeping and reporting, financial accountability and meeting Australian Taxation Office requirements for not for profit organisations. Financial reports are presented at each Board meeting and Board approval is required.

*Links to Rotary District 9780* includes meeting district governance requirements through use of appropriate policies and compliance procedures, making links with District Governors and Directors and participating in district assemblies, Rotary conventions and Rotary Leadership Institute professional development.

### **Board Sub Committees**

1. Finance – Treasurer, Secretary, President and President elect (2<sup>nd</sup> part of the year) plus option of a coopted member with financial expertise. Reports to the Board through the Treasurer.
2. Administration – President, Secretary, Assistant Secretary.  
Meets at a time between Board meetings if required or if there are major compliance or administrative tasks to complete. Responds to urgent matters. Reports to the Board through the President.
3. Membership – Membership Coordinators, self nominated Committee members, President Elect, Secretary.  
Reports to the Board through the President Elect.
4. Rotary Foundation – Foundation Chairperson, self nominated members who are personal contributors to the Foundation.  
Reports to the Board through a Director who is a member of the Foundation. Alternatively reporting is through the President Elect.

### **Avenues of Service**

The Club is organised into five Avenues of Service – Club Service, Community Service, International Service, Vocational Service and Youth Service.

1. Club Service  
Club Service covers the actions that members take within the club to help it function successfully.  
Club Service includes Club Meetings responsibilities, Fundraising Committees and Teams (Art Show, Market, Duck Race) Public Image and Communication, Social Committee, Technology Support and 'Family of Rotary'. Reporting to the Board is by the President, President Elect, Vice President or Secretary or by Directors who have responsibility for a specific area. These reporting arrangements will depend on the composition and involvement of Board members and may be varied each year by the President.
2. Community Services – Director representation on the Board.
3. International Services – Director representation on the Board.
4. Youth Services – Director representation on the Board.
5. Vocational Services – Director representation on the Board.
6. Environmental projects – This operates as a separate committee and reports to the Board through the Community Services Director.

## **Rotary Club of Ocean Grove INC– Type of Organisation.**

The Club is an Incorporated Association with reporting and accountability requirements to Consumer Affairs Victoria. The Club is required to do a self review report to the Australian Taxation Office (ATO) and is identified as a not for profit organisation (NPO). The Club is in the ATO category of Community Service and is prohibited from distributing income or assets to the membership both while it is operating and if it winds up. This plan includes evidence of meeting the needs based criteria for a Community Service Organisation.

## **Rotary Club of Ocean Grove Strategic Goals 2024-27**

1. Increase membership (Rotary Club Central goal) and enhance the membership experience.
2. Increase fundraising through events, activities, sponsorship and grants and establish criteria for the allocation of funds.
3. Implement and support a minimum of 15 Rotary programs, projects or campaigns covering International, Youth, Vocational, Community and Environment Service and Increase our impact.
4. Provide club support to the Rotary Foundation, encourage member donations and apply for grants.
5. Build community connectedness and provide support to community groups and individuals when needed.
6. Promote a positive image of Rotary and expand the reach of Rotary
7. Encourage member participation in professional development programs that develop knowledge (about Rotary), world understandings, leadership skills and Information Communication Technology (ICT) capabilities.

## **Rotary Club Central Goals.**

The Club is required to enter annual goals on Rotary Club Central (RCC). These goals are specific, measurable and time defined.

These goals are need to be consistent with the Strategic goals.

These RCC goals cover the following statement categories:

**Enhance Participant Engagement** – membership numbers, number of social activities, membership of a Rotary Action Group, participation in leadership development, participation in district training, District conference attendance.

**Increase Our Impact** – Annual contribution to Rotary Foundation Annual Fund, Annual contribution to Polio Plus, number of service projects completed during the Rotary year.

**Expand Our reach** – Membership number target by the end of the Rotary year

**Increase Our Ability To Adapt** – Up to date Strategic Plan, Use of current and correct Rotary logos and portraying Rotary members as 'People of Action', Regular updating of website, Review and updating of By Laws.

## **Annual Action Plans**

Each Service Committee is required to develop objectives for the current Rotary year. These objectives need to be consistent with the Strategic goals.

## Goals and Strategies.

Club Goal	Links to Rotary District Priorities.	Strategies and Actions	Club Central Targets (RCC) or Indicators of Progress Towards Goal
<b>1. Increase membership and enhance the membership experience.</b>	Expand Our Reach Enhance Member Engagement.	<ul style="list-style-type: none"> <li>Recruitment of new members including a targeted campaign and promotion of the public image of the club through local print and social media, updated brochures and market activities.</li> <li>Introduce and welcome new residents of our local area to our club.</li> <li>Use of resources from Rotary Pacific about how to attract members.</li> <li>Encourage member sponsorship of new members.</li> <li>Maintain the good community reputation of the club.</li> <li>Welcome new members and allocate club mentors.</li> <li>Service committee involvement to reflect member skills, interests and preferences.</li> <li>Consider fee payment arrangements.</li> <li>Respond to member concerns and place a priority on the retention of members</li> <li>President Elect and President to allocate responsibilities across the club and provide members with the opportunity to serve in a committee that matches their interests.</li> <li>Respond to feedback from the member satisfaction survey in August 2024.</li> <li>Explore possibilities for involvement of Activate Rotary members in club projects.</li> <li>Enhance the membership experience through an interesting and varied meeting program and social activities.</li> <li>'Family of Rotary' to support the health and well being of members.</li> </ul>	<ul style="list-style-type: none"> <li>Trends in Club membership numbers over a 5 year period.</li> <li>Number of resignations each year</li> <li>Member attendance records</li> <li>Age distribution of membership</li> <li>Gender distribution of membership</li> <li>Results of member satisfaction survey.</li> <li>Long term membership target of 65 by July 2027</li> <li>Number of social activities</li> <li>Social Committee Action Plan sets objectives and lists the types of activities to run.</li> </ul>

Club Goal	Links to Priorities	Strategies and Actions	Financial Measures or Indicators of Progress Towards Goal.
<b>2. Increase fundraising through events, activities, sponsorship and grants and establish criteria for the allocation of funds.</b>	Increase our Impact	<ul style="list-style-type: none"> <li>• Conduct three major fundraising events and establish committees to manage these events, develop duty rosters and ensure that the club meets risk management and insurance requirements.</li> <li>1. Summer markets held at the Ocean Grove Park</li> <li>2. Duck race held at Barwon Heads</li> <li>3. Art show held at Point Lonsdale Community Hall.</li> <li>• Seek community sponsorship or individual donations for prizes for fundraising events and the Vocational and Community Awards function.</li> <li>• Conduct fundraising activities throughout the year including: Major raffles Sausage sizzles Footy gate collection or other fundraising.</li> <li>• Source Rotary Foundation District Grants.</li> <li>• Participate in meetings with Ocean Grove Bowling Club on potential community grants arrangements.</li> <li>• The Board is to establish criteria to be used as guidelines for the allocation of club funds to external organisations.</li> </ul>	<ul style="list-style-type: none"> <li>• Revenue /profit from the Art show</li> <li>• Revenue /profit from the markets</li> <li>• Revenue/profit from the duck race</li> <li>• Annual fundraising revenue.</li> <li>• Distribution of funds raised is reported in the Club Annual Report</li> </ul>

Club Goal	Links to Priorities	Strategies and Actions	Indicators of Progress Towards Goals
<b>3.Implement and support a minimum of 15 Rotary programs, projects or campaigns covering International, Youth, Vocational, Community and Environment Service and Increase our impact.</b>	Increase Our Impact Expand Our Reach	<ul style="list-style-type: none"> <li>• International, Community, Youth and Vocational Service areas and Environmental Projects to set annual objectives and develop an Annual Action Plan to show how these objectives will be met.</li> <li>• All members are encouraged to be part of a Service group and participate in service activities unless exempted</li> <li>• Each Service Area is to implement or support at least one Rotary program, project or campaign which is defined as being organised or administered by a Rotary club(s), District 9780 programs, Rotary Foundation District or Global grant programs, partnerships between Rotary clubs and external organisations where formal agreements are in place and the Rotary logo can be used or official Rotary partnerships or campaigns at the District, Region or Zone or International level.</li> <li>• Annual Action Plans are to show consideration of Rotary District Governor priorities for the current year</li> <li>• Increase our impact by keeping the number of projects, programs and activities at a manageable level and having a clear focus for our selected projects.</li> <li>• Investigation and evaluation of proposed new projects and programs prior to proceeding.</li> </ul>	<ul style="list-style-type: none"> <li>• Each external service area to provide an annual Yes/No assessment on meeting the objectives.</li> <li>• Annual review of programs, projects and campaigns and Service Area reports to be included in Club Annual report.</li> <li>• District Enviro Awards at annual District Conference</li> <li>• Recognition and celebration of member service achievements through John Fox Memorial Awards, Paul Harris Fellow Recognition, Club Avenues of Service Awards, District Service Awards and Life membership.</li> <li>• Number of projects and programs each year.</li> </ul>

Club Goal	Links to Priorities	Strategies and Actions	Indicators of Progress Towards Goals
<b>4. Provide club support to the Rotary Foundation, encourage member contributions and apply for grants.</b>	Increase our Impact	<ul style="list-style-type: none"> <li>• Develop member understanding of the 7 Rotary International/ Foundation causes or areas of focus through presentations at Club meetings and the Club Bulletin.</li> <li>• Regular promotion of the work of the Rotary Foundation through club meetings, club website and the Bulletin.</li> <li>• Promotion of the Polio Plus campaign, annual club donation and encouragement of individual member contributions.</li> <li>• The club to donate to the Rotary Foundation Annual fund and allocate funding according to membership numbers and Rotary Foundation guidelines.</li> <li>• Encourage individual member donations to the Rotary Foundation and acknowledge donations through the award of Paul Harris Society pins.</li> <li>• Explanation of the Rotary Global and District grants processes to Board members.</li> <li>• Membership training in grants applications processes.</li> <li>• Club applications for District grants where appropriate</li> </ul>	Rotary Foundation Club Fundraising Analysis that includes: <ul style="list-style-type: none"> <li>• Annual Fund Goals over time.</li> <li>• Annual Fund Contributions by Club over time.</li> <li>• Total Annual Fund Contributions.</li> <li>• Annual Fund Club contributions per capita compared with the District benchmark.</li> </ul>



Club Goal	Links to Rotary District Priorities	Strategies and Actions	Indicators of Progress Towards Goal
<b>5. Build community connectedness and provide support to community groups and individuals when needed.</b>	Expand Our Reach Enhance Member Engagement.	<ul style="list-style-type: none"> <li>• Cooperative relationships and consultation arrangements with Ocean Grove Business Association, Ocean Grove Community Association, Point Lonsdale Civic Association, Queenscliff Community Association and Barwon Heads Association.</li> <li>• Cooperative relationships with the City of Greater Geelong and Borough of Queenscliffe and involvement in consultative processes if applicable.</li> <li>• Cooperative relationships with land and resource management authorities who have responsibilities in our area</li> <li>• Work with local recreational groups and advocacy where appropriate.</li> <li>• Implement action based environmental projects and invite community input</li> <li>• Increase member awareness of the work of the Police and Emergency Services in our community and provide support where appropriate.</li> <li>• Informative guest speakers to develop member awareness of planning proposals and community and environmental issues eg Barwon Coast, Barwon Water</li> <li>• Financial support or in kind support to reputable registered charities who provide needs based support to individuals in the local community.</li> <li>• Use of Geelong Community Foundation 'Vital Needs' publication as a Community Needs Analysis</li> <li>• Community programs and projects as identified by the Community Service Committee.</li> </ul>	<ul style="list-style-type: none"> <li>• President's and Community Services Director Annual Reports to acknowledge different areas of community involvement of our Rotary Club.</li> <li>• Record of financial contributions to community organisations</li> <li>• Recognition of achievements of finalists in the Community Service Awards.</li> <li>• Community Service committee to set annual objectives and indicators or success or measures for these objectives.</li> <li>• Meet Australian Taxation Office criteria for a Not for Profit Community Service organisation Minimum of 50% of spending to be needs based. and Minimum of 50% of spending to be within Australia</li> <li>• Review sustainability of programs that we provide ongoing financial support to.</li> </ul>

<p><b>5. Build community connectedness and provide support to community groups and individuals when needed.</b></p>	<p>Expand Our Reach Enhance Member Engagement.</p>	<ul style="list-style-type: none"> <li>• Preparation of the Geelong Emergency Relief Network Needs Analysis and Project Proposal and presentation to the Board by March 2025</li> <li>• Partnership with the Ocean Grove Bowling Club and sponsors with community grants programs subject to these programs meeting Rotary Club of Ocean Grove criteria.</li> <li>• Vocational and Community Service Awards program to recognise volunteer organisations in our community.</li> <li>• Community connections through Duck Race, Arts Show and Market</li> <li>• Representation at Probus events and review of Probus sponsorship</li> <li>• Support to Ocean Grove – Barwon Heads RSL with catering for ANZAC Day breakfast, veteran’s support packages and application for Rotary District Grant to assist veteran’s retreat.</li> <li>• Assistance with the catering and organisation of the Disabled Surfers program at Ocean Grove</li> <li>• Financial support to programs for young people with disabilities</li> <li>• Disaster support to broader Australian community through RAWCS.</li> <li>• Financial support to Australian Rotary Health</li> <li>• Targetted support for Mental Health as part of a coordinated approach with other Geelong clubs</li> </ul>	
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Goals	Links to Strategic Priorities	Strategies and Actions	Indicators of Success
<b>6.Increase the public image and awareness of the club</b>	Expand our Reach Enhance Member Engagement Increase our Ability to Adapt	<ul style="list-style-type: none"> <li>• Individual members being positive when speaking to members of the community about Rotary.</li> <li>• Individual members presenting an image when working for Rotary in the community and being encouraged to wear the 'Rotary uniform'.</li> <li>• Regular and positive stories and visuals in print media.</li> <li>• Web page to be regularly updated.</li> <li>• Use of Social Media to engage the community in club events.</li> <li>• Follow Rotary Brand Centre Guidelines in correspondence and club promotions.</li> <li>• Promotion of our club through flyers and brochures.</li> <li>• Use of resources and consider recommendations from Rotary Pacific Public Image Committee.</li> </ul>	<ul style="list-style-type: none"> <li>• Report on Public Image in the Club Annual Report</li> <li>• Photographic record of club achievements and celebrations.</li> <li>• Data on Club social media community access.</li> </ul>

Goals	Links to Strategic Priorities	Strategies and Actions	Indicators of Success
<b>7. Encourage member participation in professional development programs that develop knowledge (about Rotary), world understandings, leadership skills and Information Communication Technology (ICT) capabilities.</b>	Expand our Reach Enhance Member Engagement. Increase our Ability to Adapt	<ul style="list-style-type: none"> <li>• Develop knowledge about Rotary through a guest speaker program, President and Service Committee reports at Board meetings and in the Bulletin, courses in Rotary Learning Centre and access to 'My Rotary' and the District website.</li> <li>• Professional development for Board members in using 'Google Docs' and 'My Rotary'</li> <li>• Use club meetings and on line resources to develop awareness and understanding of the 7 RI focus areas/ causes and make links with our projects.</li> <li>• Encourage member participation in The Rotary Leadership Institute Program, District Conferences and District Training Assembly.</li> <li>• Prepare for rotation of Board positions through access to Leadership professional development, shadowing of office bearers, delegated responsibilities when Board members are absent and regularly changing member responsibilities.</li> <li>• Provide the Treasurer and prospective Treasurer/Finance Committee members with training in the use of the club software financial recording and reporting package.</li> <li>• President Elect to complete the mandated District PETS training program or equivalent.</li> <li>• Build up a team of ICT mentors who can provide individual support to members when requested.</li> </ul>	<ul style="list-style-type: none"> <li>• Club Bulletins and web site are evidence of the effective use of technology.</li> <li>• Record of member participation in on line professional development on the District portal and through Rotary certificates awarded to members.</li> <li>• Number of Club members participating in District Conference and District Training Assembly.</li> </ul>

Goals	Links to Strategic Priorities	Strategies and Actions	Indicators of Success
<p><b>8. Extend links with our Rotary Community Group (RCG) and contribute to collaborative projects.</b></p> <p>The Rotary Club of Ocean Grove is a member of the District 9780 Community Group 4 Which includes the following clubs: Bayside Geelong Bellarine North Belmont Geelong Central Geelong East Geelong West Greater Geelong Grovedale – Waurin Ponds Kardinia Lara District Ocean Grove Torquay</p>	<p>Enhance Member Engagement Increase our Ability to Adapt</p>	<ul style="list-style-type: none"> <li>• The President to represent the Rotary Club of Ocean Grove at the Rotary Community Group regular meetings and if unavailable appoint a deputy to attend</li> <li>• Individual members to be encouraged to be involved with different aspects of the work of the Rotary Community Group.</li> <li>• Collaborative projects are to be investigated and evaluated in line with criteria set by the Board of the Rotary Club of Ocean Grove and collaborative projects with a financial commitment over \$500 require Board approval.</li> </ul>	<ul style="list-style-type: none"> <li>• Club President to regularly report to the Board and Club membership on the minutes of the Rotary Community Group meetings and developments with the Regionalisation Pilot</li> </ul>

## ROTARY CLUB OF OCEAN GROVE

### ANNUAL GOALS AND TARGETS – ROTARY CLUB CENTRAL 2024-25

Strategic Goal Area	Priorities	Targets entered on Rotary Club Central
Membership	EXPAND OUR REACH ENHANCE PARTICIPANT ENGAGEMENT	<ul style="list-style-type: none"> <li>• Increase total membership from 58 in July 2024 to 60 by July 2025</li> <li>• There will be 8 external club social activities.</li> </ul>
Fundraising Service Projects	ENHANCE PARTICIPANT ENGAGEMENT INCREASE OUR IMPACT	<ul style="list-style-type: none"> <li>• Fifty members to participate in club service activities.</li> <li>• Thirty service projects to be completed during the current year plus Fundraising.</li> <li>• The club will have an up to date Strategic Plan.</li> </ul>
Rotary Foundation	INCREASE OUR IMPACT	<ul style="list-style-type: none"> <li>• \$ 9 000 AUD to be contributed in 2024/5 by the Club to the Rotary Foundation Annual Fund</li> <li>• \$ 1 500 To be contributed in 2024/5 by the Club to Polio Plus</li> </ul>
Public Image	ENHANCE PARTICIPANT ENGAGEMENT INCREASE OUR ABILITY TO ADAPT	<ul style="list-style-type: none"> <li>• The club will use official Rotary materials available in the Brand Centre to post and share content about Rotary with the community.</li> <li>• The club's branding uses current and correct Rotary logos.</li> <li>• The club's website and social media are updated at least twice per month to reflect current activities and information.</li> </ul>
Professional Development	ENHANCE PARTICIPANT ENGAGEMENT	<ul style="list-style-type: none"> <li>• Three members will participate in Leadership Development activities.</li> <li>• Fifteen members will attend the District Conference.</li> <li>• Three club leaders will attend a learning event to prepare for their role.</li> </ul>

**Rotary Club of Ocean Grove Inc**  
**CLUB SERVICE – CLUB MEETINGS**  
**ANNUAL ACTION PLAN 2024-25**

**Strategic Plan Goal 1 Increase membership and enhance the membership experience**

**Objectives for 2024-25** – This will be assessed as Yes/No at the end of the year

1. Club meetings to be run efficiently (best use of time and resources) and effectively (contribute to meeting club goals)
2. There will be an interesting and informative guest speaker program.
3. The club meeting program will include some fun or social activities and opportunities for members to get to know each other.

**Responsibilities and Reporting.**

The Club Meeting Planning Team will be made up of the President, Secretary, Program Coordinator, Meeting Coordinator and President Elect (Attendance and Social responsibilities). This team will meet at least twice a year to develop the longer term club meeting program and set out a balance in the types of activities, speakers and focus of the meetings. Club meetings are part of the President's report to the Board. The Club Meeting Planning Team does not need to provide a monthly report to the Board. The meeting schedule is available on line. The Club Annual report includes a report on the Club Meeting Program and Operations plus attendance data.

Position and Tasks	Responsibility	Dates and Time Schedules	Budget
Meeting Templates with running sheets	Rod Bush and Meredith O'Neill	<ul style="list-style-type: none"> <li>Weekly club meetings at Ocean Grove Bowling Club at 6 pm for 6.30 pm. With conclusion at 8 pm. Summer break period.</li> </ul>	Members are to individually order and pay for their meals at regular club meeting.
Meeting Coordinator	Rod Birrell		The \$5 attendance charge per meeting is to cover the costs of Bowling Club membership, guest meals and raffles. This is to be reviewed.
Program Coordinator	John Paton	<ul style="list-style-type: none"> <li>Annual Guest speaker program with dates published on web site.</li> </ul>	Payment arrangements for set menu presentation functions and special functions are to be reviewed with consideration of new ATO revenue reporting thresholds.
Meeting set up	Richard Cahill, John Karis, Neil Templeton, Greg Leece, Frank Rice, Heather Willson, Chris Watson, Jenny Clairs – roster to be drawn up.	<ul style="list-style-type: none"> <li>Club Bulletin publishes meeting responsibilities for the next month</li> </ul>	Service Area budgets to cover the cost of guest speakers.
Meeting Chairperson	Rotation of Position – roster to be drawn up	<ul style="list-style-type: none"> <li>The meeting running sheet will have flexibility depending on the focus of the meeting and will include time allocations.</li> </ul>	No guest speaker payment but Board may make a donation to a cause.
Rosters	Alison George	<ul style="list-style-type: none"> <li>Electronic meeting acceptance by due dates.</li> </ul>	No travel reimbursement,
Attendance, Apologies and Money Collection	Rod Bush, Lyndy Stagg (until Dec), Janice Nation Geoff Ford (emergency).	<ul style="list-style-type: none"> <li>Submission date for Bulletin Friday 9 am following meeting.</li> </ul>	
Technology support	Rod Bush, John Karis		
Weekly raffles	Adrian Schmid		
Footy Tipping	Rod Birrell, Frank Rice, Greg Leece		
Minutes and Bulletin	Allison George, Sue Hill, Janice Nation, Heather Willson, Rod Bush		
Social Activities	Lyndy Stagg and committee		
Special Dinners and Presentation meeting	Rod Bush, Lyndy Stagg and coopted members		

**Rotary Club of Ocean Grove Inc**  
**CLUB SERVICE – FUNDRAISING**  
**ANNUAL ACTION PLAN 2024-25**

**Strategic Plan Goal 2 : Increase fundraising through events, activities, sponsorship and grants and establish criteria for the allocation of funds.**

**Strategic Plan Goal 5: Build community connectedness and provide support to community groups and individuals when needed.**

**Objectives for 2024-25** – These will be assessed through financial reporting

1. Manage and implement three significant fundraising projects – The Art Show, the Ocean Grove Community Markets and the Duck race subject to insurance and risk management requirements.
2. Provide sausage sizzles/BBQs for summer markets, ANZAC Day breakfasts, Bunnings community sausage sizzles, special fundraising events and community events
3. Raise additional funds through the footy gate collection (if available), the Rotary major raffle, weekly raffles and other sources.
4. Seek sponsorship to fund prizes for the Art Show, Duck Race and Vocational and Community Awards program and for other Rotary charitable and administrative purposes.
5. Apply for grants from the Rotary Foundation and other sources to meet identified club needs,

There are three fundraising committees set up for a specific purpose or event. **These committees are Art Show, Community Markets and Duck Race.** These committees will develop their own plan and roster for running their event and do not need to prepare a separate Annual Action Plan for each committee. If there are official partners to the event this will need to be acknowledged in the Fundraising Action Plan and presented to the Board for approval.

**Responsibility and Reporting.**

Each Fundraising Committee will include a Board member in 2024-25 and reporting to the Board will be from the Chairperson of the Committee through the Board Director who is on the Committee. Fundraising committee chairs/managers/organisers/ team leaders are required to check regulatory and insurance requirements with the Secretary at the early stage of the planning process. Progress reports are provided to the Board and the club at appropriate times. Financial reports are to be provided to the **Treasurer**. A report of major fundraising projects is included in the Annual Report

Project or Activity	Tasks	Responsibilities	Dates and Time Schedules	Financial Measures
<b>1. Art Show at Point Lonsdale</b>	<ul style="list-style-type: none"> <li>Organise the Annual Art Show – The Committee develops an operational plan and rosters.</li> <li>The Arts Show Committee consults membership on distribution of surplus funds and allocates funds</li> </ul>	Rod Bush (Chairperson) Alison George(Secretary) Janet Alexander (Treasurer) Margaret Campbell, Chris Watson, Harry Hanley, Lisa Hanley, Beth Eustace, Penny Broome, Greg Leece, Jenny Clairs, Andy McKoy, Peter Cowburn.	Art show dates - November 1 -3	<p>Net surplus 2024- 25 and comparison with previous year.</p> <p>Distribution of surplus funds in 2024-25</p>



Project or Activity	Tasks	Responsibilities	Dates and Time Schedules	Financial Measures.
<b>2.Ocean Grove Community Markets</b>	<ul style="list-style-type: none"> <li>Organise the monthly summer markets in the Ocean Grove Park and do the gate collections – The Market Manager develops an operational plan and rosters</li> </ul>	Adrian Schmidt (Market Manager) John Paton (Treasurer) Graeme Chamberlain and Gillian Morgan (BBQ Organisers) Lisa Hanley (rosters) plus members rostered for cooking, serving, collecting or raffle selling.	Summer market dates 2024-25 6/10/24 3/11/24 1/12/24 5/1/25 2/2/25 2/3/25 6/4/25 21/4/25	Net surplus 2024-25 and comparison with previous 2 years.
<b>3.Duck Race at Barwon Heads</b>	<ul style="list-style-type: none"> <li>Organise the Annual Duck Race – The Committee develops an operational plan for the event and the rosters</li> <li>The Duck Race Committee makes recommendations to the Board on distribution of funds raised.</li> </ul>	Heather Willson (Chairperson), Lisa Hanley, Rod Bush, Richard Cahill, Gary Willson, Delia Naumann, Greg Leece, Andy McKoy, Marg Campbell, Jenny Templeton. Duck Race Committee to decide specific responsibilities and develop a roster to allocate tasks on the day.	Saturday 19 April - Heather to confirm	Net surplus 2024-25 and comparison with previous 2 years.
<b>4.Sausage sizzles and BBQs</b>	<ul style="list-style-type: none"> <li>Provide the sausage sizzle at the Ocean Grove Community Markets</li> <li>Provide sausage sizzles at some community events</li> <li>Provide Bunnings sausage sizzles when invited</li> <li>Provide an ANZAC Day breakfast after the Dawn Service in Ocean Grove – a Community Service</li> <li>BBQ rosters to be drawn up by Market Committee or event organiser with input from Graeme Chamberlain and to cover trailer collection, cooking, serving and clean up</li> </ul>	Graeme Chamberlain (BBQ organiser and purchase of resources). Gill Morgan (Club Food Safety Officer) BBQ Trailer and Equipment maintenance – Rod Birrell, Gill Morgan, Peter Cullen, Graeme Chamberlain. Bunnings Sausage Sizzle – Adrian Schmidt ANZAC Day Breakfast – Lynne Carlson, Janet Alexander, Graeme C and Gill Morgan.	Summer market dates 2024 –25 Refer point 2 above.  Dates for BBQ at community events – to be entered when known  Bunnings market dates – to be entered when dates are known  ANZAC Day Friday April 25, 2025	

Project or Activity	Tasks	Responsibilities	Dates and Time Schedules	Financial Measures
<b>5. Football gates entrance collection</b>	Collect entrance charges at Geelong and District Football League (GDFL) finals	Peter Cullen (GDFL gates organiser) Rod Greer, roster Member roster.	August 24-25 August 31- Sep1 Sept 7 Sept 14	Funding arrangements – reimbursement paid to our club with payment to be used for club administration.
<b>6.Raffle ticket sales</b>	Sell raffle tickets for Rotary District car raffle through distribution of tickets to members and market sales.  Weekly meeting raffle is part of \$5 meeting fee Club raffles at markets and raffles for specific Rotary causes.	David Larkin) Car raffle Coordinator) plus team  Adrian Scmidt (Weekly club raffle Coordinator) John Paton (Treasurer)		
<b>7.Sponsorship arrangements</b>	Coordination of sponsorship requests for Art Show, Duck Race, Vocational Awards and Administrative purposes  Investigation of proposal for a sponsorship and partnering arrangement with the Bowling Club of Ocean Grove	John Paton, Lisa Hanley, Heather Willson, Rod Bush, Marita Scott, Adrian Schmidt to meet to develop a club sponsorship plan  Finance Committee – John Paton, Rod Bush, Meredith O'Neill plus Pearl McMillan, Community Services Director then report to the Board		
<b>8. Grant Sourcing</b>	. Member participation in grant sourcing workshops . Apply for grants through Rotary District and Foundation, Councils, Governments and other sources.	John Paton (Treasurer) Kath Venters (District Grants Officer)		

**Rotary Club of Ocean Grove Inc**  
**CLUB SERVICE – PUBLIC IMAGE TEAM**  
**ANNUAL ACTION PLAN 2024-25**

**Strategic Plan Goal 6. Increase the public image and awareness of the club**

**Objectives for 2024-25**

1. Build a strong relationship with the media in our local area and have submitted articles and photographs regularly published.
2. Regularly update our club web site and encourage member use of club, district and Rotary International websites
3. Utilise Social Media to engage the community in Rotary events
4. Prepare a weekly Club Bulletin that is electronically distributed to club members (overlap with focus area 1 Club Meetings)

**Responsibilities and Reporting.**

The Public Image and Communications team receives advice from and supports the work of the President and the Secretary. Media communications, web site, Facebook and Instagram entries from Club Service Chairs and Fundraising Team leaders should be forwarded through Kath Venters, the Public Image Officer. The Public Image Officer reports directly to the Board,

<b>Responsibilities and Tasks</b>	<b>Responsibility</b>	<b>Time</b>
Manage and update club web site	Rod Bush	Ongoing
Manage club social media platforms	Kath Venters	Ongoing
Presentations to club membership on public image	Kath Venters	August 2025
Liaison with local press and submission of articles for publication	Kath Venters	Ongoing
Preparation of Club Bulletin for electronic distribution to members	Allison George, Sue Hill, Janice Nation, Heather Willson, Rod Bush	Weekly with material due 5 pm Thursday before meeting
Photographer	Andy McKoy	Ongoing
Use of Rotary branding and logo	Rod Bush, Kath Venters	
Rotary Merchandising	Marion Walton	
Assist the Secretary with the production and publication of the Annual Report and Club Handbook	Kath Venters	May - July

**Rotary Club of Ocean Grove Inc**  
**CLUB SERVICE – SOCIAL COMMITTEE**  
**ANNUAL ACTION PLAN 2024-25**

**Strategic Plan Goal 1 Increase membership and enhance the membership experience**

**Objectives for 2024-25**

1. Provide a range of social activities that reflect member interests and celebrate special occasions
2. Invite other Rotary Clubs to participate in our club meetings or activities and encourage member involvement in District special occasions.
3. Enhance the membership experience through an interesting and varied meeting program and social (and fun) activities for members to interact.
4. Enhance the opportunity for member team work by arranging quizzes, games, excursions and participating in community social bowls.
5. Plan to include a variety of places, people and businesses in our Rotary catchment and have some family activities.

**Reporting**

The Social Committee reports to the Board through the **President Elect**.

<b>Project or Activity</b>	<b>Activities or Events</b>	<b>Dates</b>	<b>Committee</b>	<b>Indicators of success</b>
Planned social activities at external venues	Partner and friends events  End of year Christmas celebration at a local venue. 360Q  Dinner at Ming Terrace  Dinner at Feed Me Bellarine (in lieu of Melbourne Cup Day meeting) Lunch at a local winery Meal at local Football/Netball club Barefoot Bowls, Barwon Heads BC plus sausage sizzle. Curlewis Golf Driving range or mini golf plus dinner  Community Bowls Team competition at Point Lonsdale	Tuesday 10 December       Friday 8 November January January   February	Lyndy Stagg (Chairperson), Janet Alexander, Marion Walton, Ron Ayres, Graeme Chamberlain, Paul Brewster.       Alan Keyse	Number of members participating in events.       Member satisfaction survey feedback.
Club Meeting Social and Fun Events	Trivia night Games – Find Your Pair, Name the Town, Name the celebrity	Refer to club meeting schedule on the web site.		
Rotary Club visits	Bellarine North Rotary Club representation at our Changeover Dinner and joint meeting. Invitations to other Rotary clubs to attend some of our functions	2 July 23 July		
Social events organised by other district clubs	Special occasions, social and fundraising events to be publicised at club meetings. District conference dinner.			

**Rotary Club of Ocean Grove Inc**  
**CLUB SERVICE – TECHNOLOGY SUPPORT**  
**ANNUAL ACTION PLAN 2024-25**

**Strategic Goal 7 - Encourage member participation in professional development programs that develop knowledge (about Rotary), world understandings, leadership skills and Information Communication Technology (ICT) capabilities.**

**Objective 2024-25**

1. Increase member competence and confidence in the use of technology for club communication and record keeping purposes
2. Enable member access to Rotary Learning Centre and other on line professional development
3. Support members with the use of Zoom or Teams for Rotary Community Groups and District professional development.
4. To provide assistance with presentations at club meetings.

The Technology Support team provides support to the Board, Service Committees and the different committees and teams within the Club Service Area. The Board is informed of the work of the Technology Support Team through the Secretary's report.

<b>Position and Tasks</b>	<b>Responsibilities</b>
Membership Committee – membership records	Rod Bush
Rotary Club Central	Rod Bush, Meredith O'Neill
Administrative Committee – on line record keeping including assistance with entries on Rotary Central, Club on line archive records	Rod Bush
Board meetings – setting up and using Drop box,	Rod Bush
Board meetings – support with meeting templates	Rod Bush
Club Meetings – electronic attendance	Rod Bush
Club Meetings technology set up	Rod Bush, John Karis
Club and Service Area meetings – Zoom and Teams	Rod Bush
Club Meetings – support with production and electronic distribution of Bulletin	Rod Bush
Club Web site	Rod Bush
Social Media	Kath Venters
Promote member access to on line district and Rotary Leadership Institute professional development.	Meredith O'Neill, Kath Venters
Technology mentors to provide support to individual members	Rod Bush, John Karis, Kath Venters

**Ocean Grove Rotary Club – Club Service  
BOARD SUB COMMITTEES**

**1. MEMBERSHIP SUB COMMITTEE**

**Links to Strategic Plan Goals**

1. Increase membership and enhance the membership experience

**Rotary Club Central Goal Targets and Data for 2024-25**

- To increase total membership from 58 in July 2024 to 60 in July 2025
- Club membership numbers over a 5 year period.
- Number of resignations each year
- Member attendance records
- Age distribution of membership
- Gender distribution of membership

**Key Responsibilities**

Refer to Position Description for Membership Coordinators

**Membership of Committee**

President Elect – Lyndy Stagg

Membership Coordinators – Graeme Batrouney, Beth Eustace

Janice Nation

Lisa Hanley

Rod Bush – responsibility for membership record keeping and reporting to Rotary International

**Reporting and Accountability**

This sub committee reports to the Board through the **President Elect**.

## Ocean Grove Rotary Club INC – BOARD SUB COMMITTEES

### 2. ADMINISTRATION SUB COMMITTEE

#### **Roles**

The Administration Sub Committee prepares the documentation required for major compliance and administrative tasks.

The Administration Sub Committee meets on a needs basis when specific tasks need to be completed.

The Administration Committee meets between Board meetings if there are urgent and important decisions to be made that are within Club planning guidelines. If these decisions involve the responsibilities of another Director the Administrative Committee will consult with the Director (s)

#### **Key Responsibilities**

Refer to Position Descriptions for President, Secretary and Assistant Secretary.

#### **Membership of Administration Sub Committee**

President – Meredith O’Neill (Chairperson)

Secretary – Rod Bush

Assistant Secretary – Kath Venters

Plus Co-opted members with expertise to assist the Board with specific tasks. This may apply to risk management and Work Health and Safety.

#### **Reporting and Accountability**

Administrative decisions are tabled with the Board by the President’s report. Documentation developed by the Committee for compliance purposes or reporting to the Rotary District 9780 needs to be formally approved by the Board.

## Ocean Grove Rotary Club INC – BOARD SUB COMMITTEES

### 3. FINANCE SUB COMMITTEE

#### **Roles**

The Finance Committee has oversight of the Budget preparation process.

The Finance Committee meets with the Club Accountant and Book keeper to set up the Club's financial recording and reporting system.

The Finance Committee checks that the club is meeting the Consumer Affairs Victoria Club Incorporation compliance requirements and the Australian Taxation Office self review and taxation requirements and makes recommendations for change if required.

The Finance Committee makes recommendations to the Board on the Club's bank account and spending reimbursement procedures.

#### **Key Responsibilities**

Refer to Position Descriptions for Treasurer, President, Secretary and Secretary.

#### **Membership of Finance Sub Committee**

President – Meredith O'Neill

Secretary – Rod Bush

Treasurer – John Paton

#### **Reporting and Accountability**

The Treasurer provides a monthly financial report to the Board. A whole club budget will be presented to the Board and the Club membership.



**Rotary Club of Ocean Grove INC  
BOARD SUB COMMITTEES**

**4. ROTARY FOUNDATION**

**Strategic Plan Goal 4**

- 5. Provide club support to the Rotary Foundation, encourage member contributions and apply for grants.**

**Rotary Club Central Annual Goals and Targets.**

- \$6000 USD (\$ 9 000 AUD) to be contributed to the Rotary Foundation Annual Fund by the Club and its members during the 2024-25 Rotary year.
- \$ 1500 AUD to be contributed to the Rotary Foundation Polio Plus fund by the club and its members during the 2024-25 Rotary year.

**Key Responsibilities**

- Promote the Rotary Foundation at Club meetings
- Encourage and recognise individual member contributions to the Rotary Foundation
- Assist the Board with applications for Rotary District and Global grants (grant sourcing is listed under the action plan in the Fundraising area of club service.)
- Raise member awareness of Rotary Foundation initiatives.
- Contribute to the Rotary Polio Plus program – This is a District Governor priority for 2024-25.

**Membership of Committee**

Chairperson – Paul Brewster

*Membership list to be confirmed.*

**Reporting and Accountability**

This sub committee reports to the Board through the **Chairperson of the Committee** who is a Board Director. In future years this reporting arrangement may change.

**Ocean Grove Rotary Club Inc – Avenue of Service : Community Service**  
**ANNUAL ACTION PLAN 2024-25**

**Strategic Goal 3. Implement and support a minimum of 15 Rotary programs, projects or campaigns covering International, Youth, Vocational, Community and Environment Service and Increase our impact.** *This plan includes 5 Rotary programs/campaigns for 2024-5. Requested budget \$ 15 000 but some adjustment may be required.*

**Strategic Goal 5. Build community connectedness and provide support to community groups and individuals when needed.**

**Objectives for 2024/25** – These will be assessed as Yes/No at the end of the year. Comment - *Some of these objectives will be difficult to achieve as they rely on other organisations who have responsibility for the project or task. Committee to set objectives.*

<b>Projects, Program Activities.</b> Title to identify the project	<b>Responsibility</b> Names of Rotary members with responsibility	<b>Participants /Partners</b> Names of external organisations we are working with. Contact people	<b>Actions – What needs to be done</b>	<b>Timeline</b> Give month of commencement and completion or specific date of an activity or ongoing	<b>Budget</b> Budget for each project plus coding – C, S, O	<b>Indicators of Success.</b>
Community Hub Friday night Youth Program	Jenny Templeton Alison George	Ocean Grove Community Hub.	Develop relationships Receive feedback on last year's grant	TBA	\$ 2 000 This is in addition to the \$ 2 000 contributed by Youth. C	Number of young people attending the program. Contact hours.
Salvation Army . Family therapy . Outreach van . Vouchers . Hands on support	Andrea Tierney Kath Venters Pearl McMillan	Salvation Army – Captain Di Hobbs Bellarine North Rotary Club – joint grant for family therapy program	Guest speaker – Lisa Taylor on Family Therapy program. Meeting with Bellarine North RC and Salvation Army to determine best use of our grant. Return to school donations Support for Outreach Van – BBQ Contingency Plan	23 July 2024  February 2025  December 2024	\$ 2 000 for Family Therapy program.  \$ 1 500  \$ 1 000	Breakdown of expenditure and funding arrangements for the grant. Number of young people participating in the therapy program. Average cost per contact hour.
Say No to Family and Domestic Violence  R	Andrea T	District 9780 Family Violence Groups.  District Governor priority for 2024-25.	Participate in events organised by the co-ordinating group. and on line professional development program	TBA	\$ 500 C	Number of club members participating in professional development on DV  Member engagement in campaign events

<b>Projects, Program Activities.</b>	<b>Responsibility</b>	<b>Participants /Partners</b>	<b>Actions – What needs to be done</b>	<b>Timeline</b>	<b>Budget</b>	<b>Indicators of Success.</b>
Support people with food insecurity issues in the Bellarine.	Pearl McMillan	Feed Me Bellarine – Ocean Grove location only.	Support in kind events such as dinners and BBQs  Review sustainability of grant arrangements. Determine appropriate level for our grant and best value for our grant.	July 2024  December 2024	\$ 500 donation from Armstrong Green  \$ 1 000 donation to help with expenses.	Number of meals provided in our Rotary locality over a period of time.  Feed Me Bellarine Annual Report.
Geelong Emergency Relief Network (GERN)	Garry Willson – Proposal leader. Ann H, Beth E, Lisa H, Janet A, David L, John P, Jenny T, Pearl M	District 9780 Rotary clubs as a community hub project. Confirm is this is District clubs or clubs in our Rotary Community Group covering Geelong and coast.	Contact other clubs for support. Assess level of support both in financial terms and labour from within the Rotary club of Ocean Grove. Contact council and agencies for input. Contact potential grant donors. Complete feasibility study and present to Board by March 2025	On going through 2024 -25.  March 11 2025 completion of feasibility study.	No budget line for 2024 -25.  If feasibility study is approved Board will need to put aside some reserve funding for 2025-26. Estimate of \$ 5 000 club contribution. Investigate District grant.	
Goorambat Veteran's Retreat	Kath Venters Pearl McMillan	Ocean Grove – Barwon Heads RSL – Phil Edwards	Application for District Grant has been lodged. File district paperwork when required.	TBA	\$ 3 000 from club plus \$ 3 000 District grant	
Disaster support within Australia	Board	Support provided through RAWCS if required.			\$ 2 000	

<b>Projects, Program Activities.</b>	<b>Responsibility</b>	<b>Participants /Partners</b>	<b>Actions – What needs to be done</b>	<b>Timeline</b>	<b>Budget</b>	<b>Indicators of Success.</b>
Riding Develops Abilities	Rod Bush Marian Walton	Riding Develops Abilities	Grant		\$ 4 000 provided from Art Show distributions. Estimate based on last year's figures and may change	
Disabled Surfers Program	Rod Bush Andrea Tierney Rod Birrell	Disabled Surfers Association – name contact	Grant		\$ 4 000 provided from Art Show distributions. Estimate based on last year's figures and may change	
ANZAC Day Breakfast  In strategic plan goal 5  Veterans Support packs R	Lynne Carlson Janet Alexander Graeme Chamberlain Gill Morgan  Lynne Carlson Marian Walton Ty Simmonds	Ocean Grove – Barwon Heads RSL  Ocean Grove Business Association	Organise and cook breakfast for after dawn service.  Pack food and distribute packages to veterans and families.	April 25	\$ 500 in 2023/4 club expenditure – needs to go in budget	
Disaster Support - Australia	Board	RAWCS	Contingency fund.		\$ 2 000 subject to change	

## COMMUNITY SERVICES

Projects, Program Activities.	Responsibility	Participants /Partners	Actions – What needs to be done	Timeline	Budget	Indicators of Success.
Blister Pack Recycling  <i>Consider shifting to Environmental Projects.</i>	Pearl M	Pharmacies, OG Bowling Club	Determine if this is to continue. Evaluate if the cost of is offset by positive publicity in the community. Consider replacement with other recycling programs which may be a fundraiser rather than an expenditure of club funds.	3 times a year	\$ 250 x3 =\$750 C	
Kinship Carers	Lyndy Stagg	Kinship Carers	Guest speaker Lyndy considering options for support	August 20	No budget line	
Compassionate Hearts	Marita Scott – to confirm	Compassionate Hearts – Rotary Voluntary Organisation Award	Guest speaker – Dr David Brumley	July 30	No budget line	
Australian Rotary Health R	Meredith O'Neill Marita Scott	This is a District Governor's priority for 2024-2			In President's budget \$ 3 000	
Mental Health awareness and support  R	Meredith O'Neill Marita Scott Pearl McMillan	Geelong Rotary Clubs Deakin University – Prof Michael Beck. Geelong Community Foundation	Attend Geelong mental health seminar. Links to targeted, evidence based and coordinated Geelong Rotary clubs approach	August 12	In President's budget \$ 2 000	

**Ocean Grove Rotary Club Inc – Avenue of Service : Environment Projects Team**  
**ANNUAL ACTION PLAN 2024-25**

**Environment Projects Strategic Goals**

**3.Implement and support a minimum of 15 Rotary programs, projects or campaigns covering International, Youth, Vocational, Community and Environment Service and Increase our impact.** *This plan includes 3 Rotary projects. This is a District Governor's priority project for 2024-25. Requested budget \$ 1 600*

**Objectives for 2024/25**

<b>Projects, Program Activities.</b> Title to identify the project	<b>Responsibility</b> Names of Rotary members with responsibility	<b>Participants /Partners</b> Names of external organisations we are working with. Contact people	<b>Actions – what needs to be done</b>	<b>Timeline</b> Give month of commencement and completion or specific date of an activity or ongoing	<b>Budget</b> Budget for each project plus coding – C, S, O	<b>Indicators of Success.</b> Optional at this stage
Lookout Reserve Stewardship and lookout stairs and viewing facility	Noel Emselle Andy McKoy	City of Greater Geelong (COGG)- Ryan Shannon and Megan Farlow Ocean Grove Community Association (OGCA) Barwon Coast	Contribute to planning process Maintenance roster	Aug - Dec	\$ 200	
Wallington Roadside 100 Trees  R	Adrian Schmidt Pearl McMillan	COGG – Jeanette Spittle OG Golf Club	Source understory plants Pest plant survey Signage Watering and weeding.		\$ 200	
Community groups liaison	Noel Andy	OG Nature Reserve friends Buckley Park friends OG Park committee	Establish contacts Consider applications for funding Support for All Abilities Boat Launch proposal		\$ 1 000	
The Point Nature Reserve, Point Lonsdale	Delia Neuman	BCN – Matt Crawley				
Barwon Water Reserve Development	Peter Cullen	Barwon Water BCN	Establish contacts			

**Ocean Grove Rotary Club Inc – Avenue of Service : Environment Projects Team**  
**ANNUAL ACTION PLAN 2024-25**

**Environment Projects Strategic Goals**

**3.Implement and support a minimum of 15 Rotary programs, projects or campaigns covering International, Youth, Vocational, Community and Environment Service and Increase our impact. *This plan includes 3 Rotary projects.***

<b>Projects, Program Activities.</b>	<b>Responsibility</b>	<b>Participants /Partners</b>	<b>Actions – what needs to be done</b>	<b>Timeline</b>	<b>Budget</b>	<b>Indicators of Success.</b>
Science Experience at Queenscliff  R	Share with Youth Services	Deakin University – Queenscliff campus Ass Prof Prue Francis	Follow up with Bellarine SC and St Ignatius		In Youth	
Southern Bellarine Bio diversity link	Noel	Friends of Buckley Park Jeanetter Spittle	Read final document. Follow up with local councillors		\$ 200	
Bellarine Catchment network	Noel	Matt Crawley Naomi Wells	Officially join the network			
Rivers of Barwon Boardwalk – Barwon Heads side	Gary Willson ?					
Mangroves and Sea Grass Project  R	Noel					

**Ocean Grove Rotary Club Inc – Avenue of Service : International Service**  
**ANNUAL ACTION PLAN 2024-25**

**Strategic Goal 3. Implement and support a minimum of 15 Rotary programs, projects or campaigns covering International, Youth, Vocational, Community and Environment Service and Increase our impact.** This plan includes 7 Rotary projects. Requested budget \$ 18 000

**Objectives for 2024/25**

1. To participate in Rotary projects which aid international understanding and friendship
2. To support health and education programs for children and young adults
3. To support disaster relief through ShelterBox Australia.

<b>Projects / Program/ Activities.</b> Title to identify the project	<b>Responsibility</b> Names of Rotary members with responsibility	<b>Participants /Partners</b> Names of external organisations we are working with. Contact people	<b>Actions – what needs to be done</b>	<b>Timeline</b> Give month of commencement and completion or specific date of an activity or ongoing	<b>Budget</b> Budget for each project plus coding – C, S, O, G If partnership projects specify breakdown	<b>Indicators of Success/ Impact</b> Optional at this stage
Bali Smiles	Kath Venters	Jan Johanesson – local resident	To financially support four Indonesian school students to attend school.	Ongoing through to June 2026. No new students will be added to the cohort.	\$ 2 000 – half to be paid now and half in October. Club funded.	Student reports of their progress are sent to our club.
Cambodia with Global Rotaractor Scholarship Program R	Graeme Batrouney	Cambodia Rural Students Trust. Siem Reap Rotary club	Scholarship for one student,	<i>Check the period of commitment.</i>	\$ 3 000	
RAWCS Water Project in Papua New Guinea R	Kath Venters	RAWCS Warrnambool Rotary Club	Donation		\$ 3 000	
Interplast R	Anne Hodginson	Interplast Australia – a Rotary District 9780 partner	Donation to fund surgical operations.		\$ 2 000	
Seven Women Nepal	John Karis	Supporting Seven Women now Sungabha Nepal, a charitable organisation with the mission of 'Empowering marginalised women in Nepal to reach their potential through education and employment'	Donation to support 7 students to attend primary school,		\$ 1 750	



<b>Projects</b>	<b>Responsibility</b>	<b>Participants/ Partners</b>	<b>Actions</b>	<b>Timeline</b>	<b>Budget</b>	<b>Indicators of Success/Impact</b>
International Playgrounds R	Rod Greer	Rotary Overseas Recycled Playgrounds	Club members dismantle playgrounds in our locality and arrange for them to be shipped overseas to be re-erected for children	When the club is notified that the playgrounds are available for dismantling	\$ 300	
Shelter Box Disaster relief R	Kath Venters	Shelter Box Australia	Promotion of Shelter Box and markets and District conference. Encourage the Club to continue with financial support. Provide information to the Club through video clips.	Ongoing	\$ 3 000	
Repurposing, Reuse and Recycling Health and Education Equipment (RARE) R	David Larkin	Geelong RARE storage facility – previously known as Donations in Kind or DIK	Support as required by Geelong RARE		\$ 2 000	
Rotarians Against Malaria R	Kath Venters	District Governor Priority and Partner Project	Financial support for purchase of mosquito repellent nets.		\$ 1 000	

**Ocean Grove Rotary Club Inc – Avenue of Service : Youth Service**  
**ANNUAL ACTION PLAN 2024-25**

**Strategic Goal3. Implement and support a minimum of 15 Rotary programs, projects or campaigns covering International, Youth, Vocational, Community and Environment Service and Increase our impact.** Youth Service will deliver 5 Rotary programs. Requested budget \$ 22 000

**5. Build community connectedness**

**Objectives for 2024/25**

<b>Projects / Program/ Activities.</b> Title to identify the project	<b>Responsibility</b> Names of Rotary members with responsibility	<b>Participants /Partners</b> Names of external organisations we are working with. Contact people	<b>Actions – what needs to be done</b>	<b>Timeline</b> Give month of commencement and completion or specific date of an activity or ongoing	<b>Budget</b> Budget for each project plus coding – C, S, O If partnership projects specify breakdown of our contribution	<b>Indicators of Success/ Impact</b> Optional at this stage
Graham Bath Junior Community Awards Program  JCA finger food evening with families  R	Lyndy Stagg Jenny Wright plus roster.	Ocean Grove PS Surfside PS Star of the Sea PS	Rotary mentors visit schools to follow up students on a regular basis. Assessment of program completion Award of certificates Contact with School Principals on 2025 programs. Presentation to students and their parents to introduce the program, Distribution of student diaries for new programs.	Continue 2024 program and follow up Commence new program in February 2025  Presentation evening Continue 2024 program and follow up Commence new program in February 2025	\$ 1 000      \$ 1 200	Number of students who satisfactorily complete the program.  Quality of student work and student presentations at Presentation evening.  Parent involvement at the social function and feedback provided.
Transition Scholarships  R	Paul Brewster	Ocean Grove PS Surfside PS Star of the Sea PS Barwon Heads PS Wallington PS Pt Lonsdale PS Queenscliff PS St Aloysius PS Grade 6 students	Contact and offer of scholarships to School Principals. Sent letters with criteria for award of scholarships. Represent Rotary at presentation functions if invited.	Oct 2024    Dec 2024	\$ 7 600	Number of scholarships awarded.  Feedback from parents.

<b>Programs</b>	<b>Responsibility</b>	<b>Participants/partners</b>	<b>Actions</b>	<b>Timelines</b>	<b>Budgets</b>	<b>Indicators of success</b>
VCE Scholarships  R	Paul Brewster Meredith O'Neill	Bellarine SC	Contact and offer of scholarships to School Principals. Review scholarship criteria and selection process and communicate this to the Asst Principal who is the contact person. Ask for nominations and provide written notice of award and procedures on how the money is to be spent. Represent Rotary at the BSC awards evening if invited. Student scholarship holders to speak at Rotary Club meeting.	Oct 2024       Dec 2024	1 year 11 scholarship \$ 1 000       1 year 12 scholarship subject to satisfactory performance in year 11. \$ 1 000	Students satisfactorily completing their studies.       Students attending Rotary meeting to speak to membership about their progress.
Roy Rose Citizenship Awards  R – inc with above	Paul B Meredith O	Bellarine SC 1 yr 7&8 student 1 yr 9&10 student 1 yr 11&12 student	Contact Principal Review award criteria. Attend presentation if invited.	Oct – Dec 2024	\$ 300	
Science Experience and Science Challenge programs  R	Paul B Noel Emselle	Deakin University Marine Science Centre at Queenscliff Bellarine SC St Ignatius College, Drysdale Rotary District 9780 Youth Science Programs contact	Respond to current information from District Youth Programs Officer on Science programs.  Make contact with secondary schools. Investigate if there are options for primary students. Consider bus subsidies to Deakin if needed.	On going	\$ 1500	Number of students participating.      Student evaluation of the program.

**YOUTH SERVICES**

<b>Projects / Program/ Activities.</b>	<b>Responsibility</b>	<b>Participants /Partners</b>	<b>Actions</b>	<b>Timeline</b>	<b>Budget</b>	<b>Indicators of Success/ Impact</b>
Barwon Sports Academy	Paul B Lynne C	Local high performance athletes. Barwon Sports Academy – Cameron Loftus CEO	Students to present at Rotary meeting Attendance at fundraising breakfast. Scholarships for ?? Students.	July 16 2024	\$ 3500 Breakdown required on number of students and value of fee subsidies plus cost of breakfast.	
Meals for guest speakers	Paul B				\$ 180	
Theatre/Arts/ Music Literacy – small grants	Paul B				\$ 500	
National Youth Science Program	Paul B	District Youth Programs  High performing year 12 Science students.	Clubs are not involved in the selection process and students apply on line.		Not budgeted for. May consider a reallocation of funds from within the overall budget if we are notified of a successful student who lives or studies in our Rotary locality,	
RYLA Youth Leadership Program R	Paul B Gill Morgan	Rotary District 7980 Youth Programs	Promote in the community and ask for applications		Funding for 2 young people to attend the residential camp. \$ 1200	Number attending. Participant evaluation of program
Defying the Drift R	Paul B	Bellarine SC District Youth program	Contact school for nominations		\$ 700	Number attending
Youth Program	Paul B Pearl M	Bellarine Training and Community Hub. Community Services Comm	Donation to run Friday evening program supervised by a youth worker		\$ 2 000	Number attending. Feedback,
Contingency					\$ 400	

**Ocean Grove Rotary Club Inc – Avenue of Service : Vocational Service  
ANNUAL ACTION PLAN**

**Strategic Goal3.Implement and support a minimum of 15 Rotary programs, projects or campaigns covering International, Youth, Vocational, Community and Environment Service and Increase our impact.** The Vocational and Community Awards is considered a Rotary program.

**5. Build community connectedness** and provide support to community groups and individuals when needed. The Volunteer Organisation of the Year Award is listed here as one of our actions to build connectedness.

**Objectives for 2024/25** – These will be assessed as Yes/No at the end of the year.

1. Raise the profile of Rotary within the local community through recognising service excellence creating connections and network opportunities.
2. Increase Rotarian club members knowledge and understanding of businesses and service organisations on the Southern Bellarine..

<b>Projects / Program/ Activities.</b>	<b>Responsibility</b>	<b>Participants /Partners</b>	<b>Actions – what needs to be done</b>	<b>Timeline</b>	<b>Budget</b>	<b>Indicators of Success/ Impact</b>
Host Vocational Awards Program	VCE Committee	Sponsors Rotary members	Implement Vocational Awards Program Project Plan	Jan – June 2025		Successful Vocational Awards program. 100 attendees. Club profile raised by social media/print media. Community engagement increases understanding of Rotary.
Local Business/Service Organisation visits	VCS Committee		Consult Rotary members on businesses or organisations they are interested in visiting.	August – June		Two site visits to local business or service organisation to increase understanding of service innovations and challenges. Connection created with local business and service organisations
Vocational guest speakers	VCS Committee		Invite business owners/service organisations as guest speaker.	August - June		Four guest speakers invited by VCS to Rotary meetings.

## APPENDIX ROTARY CLUB CENTRAL – OCEAN GROVE SIGNIFICANT PROJECTS 2023-24

To be updated based on information in the Annual Report

List of Service Projects	Progress 2024-25
Fundraising – Art Show	Planning for Nov 24
Fundraising – Ocean Grove Community Markets	Commence Oct 24
Fundraising – BBQ s at Bunnings and community events	Commenced.
Fundraising – Duck Race	Planning for April 25
Community Service– Disabled Surfer’s Program	TBA
Community Service – Riding Develops Abilities	TBA
Environmental Projects – Rotary 100 Tree planting	Planting completed, maintenance
Community Service – Lookout reserve planning and maintenance	On going
Community Service – ANZAC Day breakfasts and support packages	April 25
International Service – Cambodia teacher training program	Funded
International Service – Bali Smiles school sponsorship	Funded
International Service – Playgrounds	On going
International Service – Shelter Box	Ongoing, Recognition award
Vocational Service – Vocational and Community Awards	To continue
Youth Service – Junior Community Awards	In progress
Youth Service – Transition Scholarships	To continue
Youth Service – VCE Scholarships	To continue

