



Kiwanis®

LOUISIANA-MISSISSIPPI-WEST TENNESSEE DISTRICT

LIEUTENANT GOVERNORS Things to Do



MONTHLY

- Submit your **Monthly LG Report**
- Log into **Kiwanis Connect** (members.kiwanis.org/)
 - Go to the **District Dashboard**
 - **Monthly Report Status:** check that all clubs are submitting their timely reports
 - **Club Election:** Apr/May, confirm all clubs have submitted club election results by June 1st
- Review **KI District Reports** (kiwanis.org/members/for-leaders/district-level/district-reports/)
 - **Paid & Unpaid Club Reports:** check that all clubs have no outstanding dues
 - **Monthly Comparison Report:** review membership changes over the last month and since Oct 1st
- Attend monthly **Governor/LG zoom calls**

QUARTERLY

- Review the Foundation's **Annual Club Giving** webpage (<https://k11.site.kiwanis.org/annual-club-giving/>)
 - If any of your clubs are NOT listed, request the ACG spreadsheet report from districtoffice@lamisstenn.org and follow up with clubs

ONGOING

- Aug/Sept/Oct, participate in **club annual banquets** and install new officers
- Feb/Mar, **Succession Planning:** determine if you will repeat as LG or work with Governor-Elect to identify LG for following year
- As District-wide events approach (Mid-Year Education Conference, DCON, CLEs, etc.), work with clubs to **encourage attendance**
- **Regularly check in** with clubs to monitor progress, identify issues, and provide resources
- **Assist with club openings and strengthening efforts** in your division

ENGAGE YOUR CLUBS

VISIT EACH CLUB 4 TIMES

- 1 Club Meeting
- 1 Board Meeting
- 1 Service Project
- 1 of the Club's SLP Meeting/Activity



LAMISSTENN KIWANIS DISTRICT

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