

RECORDING FOR THE BLIND COMMITTEE:

Overview

- RFB&D Committee consists of one (1) State Chair and six (6) District Chairs (one for each District in MD 18, subject to changes in MD 18 structure).
- State Chair – appointed by the incoming Council of Governors – assumes office at the beginning of each Lion year to a one-year term.
- District Chairs – appointed by each District’s respective District Governor to a one-year term – assumes office at the beginning of District Governor’s year.
- Each club in MD 18 is encouraged to appoint a “See Me” Link 9 Associate Director for RFB&D) – the AD will be appointed by the Club President and/or Board of Directors to a two year term, to begin at the beginning of the Lion year (the Lion year is July 1 of one year through June 30 of the following year).

Goals

- Reach every blind, visually impaired and/or learning-disabled student in Georgia, without regard to age, who can benefit from audio textbooks and services from RFB&D.
- Raise awareness of RFB&D – both the Georgia Unit and the nation-wide organization – among the Lions of Georgia, the citizens of Georgia, and the Georgia educational community.
- Create and improve awareness of RFB&D’s products and services and membership opportunities among Lions and citizens of Georgia.
- Improve and enhance the relationship between the Lions of Georgia and the Georgia Unit, with an ongoing emphasis on support and contributions.
- Committee will work together to achieve an active committee with all members committed to fulfilling the goals and purposes of the committee, both short and long term.
- Work to build and strengthen the relationship between the Lions of Georgia and the Georgia Unit.

Description of Committee member Duties

State Chair:

- Maintain close communication with the Lions of Georgia and the Georgia Unit and facilitate the sharing and dissemination of information between the two.
- Be prepared to present programs, answer questions, and direct inquiries from Lions clubs, citizens, and other organizations.
- Submit written report to the Council of Governors at each of their meetings and be prepared to respond to the Council as requested.
- Submit an article about RFB&D for each issue of the State Newspaper.

- Submit annual written report to MD 18 detailing activities and results from the past Lion year – report to be submitted at each year’s State Convention.
- Ensure proper training of District Chairs and “See Me” links.
- Work with the Georgia Unit, District Chairs, and “See Me” links to establish and reach goals for each Lions year.

District Chairs:

- Work closely with State Chair to establish and reach goals.
- Be prepared to present programs, answer questions, and direct inquiries from Lions Clubs, citizens, and other organizations.
- Submit article monthly for respective District Bulletin.
- Submit written report for respective District’s Cabinet Meetings and strive to attend each of the meetings as the representative of RFB&D in his/her District.
- Submit written report quarterly to State Chair of activities, events, and fundraising in his/her District.
- As Intern Program is implemented in District, work closely with Intern, State Chair, and Georgia Unit to achieve goals.
- At end of term of service, work with incoming District Chair and District Governor to ensure incoming District Chair is properly trained.

“See Me” links (Associate Directors):

- Be the club’s liaison and representative of RFB&D in their club and their area.
- If RFB&D committee is formed at club level, serve as Chair of that committee.
- Read and forward to their club all materials sent to them for review and possible actions.
- Attend meetings as requested by State Chair and/or District Chair.
- Submit written report of club’s and his/her activities on behalf of RFB&D.
- Ensure proper training of successor at end of their term.