LIEUTENANT GOVERNOR

QUARTERLY ZONE WORKSHEET

Quarter: ☐ Q1 (Oct–Dec) ☐ Q2 (Jan–Mar) ☐ Q3 (Apr–Jun) ☐ Q4 (Jul–Sept) **Optimist Year:**

Section 1: Zone Information

Lieutenant Governor Name:

Contact Email:

Contact Phone:

Zone Number:

Number of Clubs in Zone:

Date of Zone Meeting: **Location of Meeting:** **Time of Meeting:** **Duration:**

Total Zone Membership (Start of Quarter): **Total Zone Membership (End of Quarter):**

Net Zone Change:

Section 2: *Club Attendance*

Club Name	# of Members in Attendance (minus Pres/Sec/Treas)	Club President	Club Secretary & Treasurer

Section 3: *Connection*

Number of LG visits conducted this quarter:	
List clubs visited (with dates):	
Clubs not yet visited this quarter (and reason):	

Communication methods used (check all that apply):	☐ In-person visit ☐ Phone call ☐ Email ☐ Zoom / Virtual ☐ Text / Messaging ☐ District Newsletter
Notable connection highlights:	
Challenges encountered:	
JOI Clubs attend Zone meeting?	☐Yes ☐No

Section 4: Renewal - *Membership Retention and Club Revitalization*

Clubs with declining membership (list):	
Actions taken to support struggling clubs:	
Clubs requiring intervention or follow-up:	
Renewal strategies applied (check all that apply):	☐ Personal outreach calls ☐ Re-engagement events ☐ Membership incentives ☐ Engaging Club Services Chair
Notes on renewal progress:	

Section 5: Growth - *New Members, New Clubs, and Community Expansion*

New members inducted this quarter: **New clubs chartered this quarter:** **Prospect clubs in development:**

Communities identified for potential new clubs:	
Growth activities completed (check all that apply):	☐ Membership drive ☐ Community outreach event ☐ Club charter planning ☐ JOI / youth program promotion ☐ Referral from existing members
# of JOI Clubs in zone:	**New JOI members this quarter:**
Growth strategy notes:	

Section 6: Leadership - *Building and Maintaining Relationships with Clubs*

Number of clubs with full officer slates: of total clubs

Clubs with vacant officer positions (list role and club):	
Leadership training sessions attended or facilitated:	
Clubs supported in officer	

elections or transitions:	
Future leaders identified for district roles:	
Leadership development activities completed (check all that apply):	☐ Officer training session ☐ Club President coaching ☐ District training event ☐ Mentor program participation ☐ Online Optimist University modules
Leadership notes:	

Section 7: Visibility - *Promoting Optimism in the Community and Online*

Club community events held this quarter:	
Events LG attended or represented district:	
Social media / communications highlights from clubs:	
Media coverage received (press, radio, online):	
Visibility activities completed (check all that apply):	☐ Community service project ☐ Social media post / campaign ☐ Press release or media story ☐ School / youth partnership ☐ Local government engagement ☐ District promotion at club event
Visibility strategy notes:	

Section 8: Zone Summary

Overall zone health rating (1-10 scale 1= Needs Support, 10= Excellent):	
Highlight of the quarter:	
Greatest challenge of the quarter:	
Priority action for next quarter:	

Section 9: Awards & Recognition - *Celebrating Clubs and Members*

Members nominated for district / international awards this quarter:	
Clubs achieving milestones (e.g., 100% renewal, charter anniversary):	

Governor's Citation nominations submitted:	
Club of the Quarter recommendation:	
Optimist of the Quarter recommendation:	
Other recognition highlights:	

Section 10: Additional Notes - *Observations, Questions, and Follow-Up Items*

Questions or requests for Governor support:	
Items for discussion at next LG meeting:	
Follow-up items carried forward from last quarter:	
General observations or comments:	

Lieutenant Governor Signature: **Date:**

Submitted to: Governor and District Secretary

ⓘ Submission Deadline:

Please submit 2 weeks prior to the quarter board and attach club reports.