

# Committee Descriptions

Here is a list of our Twin City Area Optimist Club committees for projects and fundraisers with a brief description:

## Projects

1. Achievements & Accomplishments (A&A) (all year)

This is an Optimist International program that recognizes local clubs for their participation in sanctioned programs. Small cash awards are given to winning clubs.

2. Art Contest (Nov.)

This contest recognizes the artistic capability of students in southern Jefferson County. Chairperson responsible for arranging date and venue. Other duties of the committee include contacting schools in Southern Jefferson County, arranging art drop-off dates and location, sorting artwork, arranging art work at display site, arranging for judges and prizes, arranging reception.

3. Badges

This person prepares the new member name tag badges worn at each meeting.

4. Banner

This person attaches the new patches we receive from OI to our banner.

5. Chaplains

Persons that will say prayer before our lunch at meetings and more when prayer is needed.

6. Childhood Cancer Campaign

The chairperson is responsible for contacting families of children identified with cancer to provide financial support. In the past, we have given gasoline cards to the parents for the numerous trips they must make as the children are in treatment.

7. Club Fellowship (all year)

Per our 2016 Club Policies, the Fellowship Chairperson will ensure that:

- a) Cards are sent for members' birthdays, illness, sympathy and other appropriate occasions;
- b) Upon the death of a member's spouse or child, a \$25 donation is made to the Twin City Area Childhood Cancer Campaign in memory of that spouse or child unless the family designates a different charity.
- c) An angel statuette or guardian angel will be purchased at the time of a member's death and given to the family at the visitation by an attending member;
- d) The Fellowship Fund is funded by the Club's portion of the 50/50 raffle, monies from brags, pictures in the paper and birthdays.

8. Coat Project

Optimists provide coats to keep kids warm. Chairperson is responsible to contact schools to let them know of the program and serve as the contact when a child is identified as needing a coat. Currently, Cindy Cherry is housing the coats at her business.

9. Dictionary Project

We purchase dictionaries for 3rd graders. The chairperson is responsible to order the dictionaries based upon an estimate from school officials. Volunteers label, sort, and deliver the dictionaries to the schools. Usually project is completed in September.

10. Dime-A-Day

This is a committee of one, conventionally the immediate past president. With just one dime a day (\$36.50 per year), payable to Optimist International Foundation, member donors help the Foundation support the charitable work of Optimist International.

11. District and International Meetings Coordinator

This small committee organizes our attendance at the East Missouri District quarterly meetings and the annual Optimist International Convention. The past year it was chaired by the Secretary Elect.

12. Essay Contest

Optimist International provides a topic upon which youth write an essay. The chairperson contacts the schools to get participants and sets up the contest with judges and prizes. This usually takes place in January/February.

13. Food Baskets

We provide food baskets for families (must have children) in November and in the spring. The chairperson gathers a committee that shops and packs the food and delivers it to one location.

14. Golf Tournament

Coordinate with and support the Parker Decker Memorial Youth Golf Tournament.

15. Grant Committee

To oversee and coordinate grants that we apply for and receive.

16. Head Start Christmas Parties (Dec. / all year)

This is one of the oldest projects of our club. We provide Christmas for children, ranging in age from 3 – 5 years old, who may otherwise not have a Christmas. The chairperson and committee obtain sweatshirts, toys, mittens, hats, socks, shoes, books, and other items for the children as well as arrange for Santa and Mrs. Claus. Currently there are four parties, two each in Hematite and DeSoto.

17. Historian (all year)

This small committee serves to preserve the history of our club •

18. Junior Optimist International JOI Club (all year)

This Junior Optimist International Club provides youth an opportunity to do projects in the community and learn organizational and leadership skills. This is a year-round project.

19. Marketing (all year)

This committee interacts with the community to spread the news that Optimist is constantly working to bring out the best in kids. This committee assists with advertising our fund-raising projects and maintaining our Facebook page and Website. A member of this committee will attend the Twin City Chamber of Commerce meetings.

- a) **N.O.W. - New Optimists Wanted** (Feb & June/July). A sub-committee of marketing that strives to prepare programs geared to attract new members and provide them an opportunity to learn about our club.
- b) **Retention/Mentor** A sub-committee of marketing. The chairperson sets up procedures and mentors for new members to help them become acclimated with the club and members. Also helps identify avenues to retain existing membership, year-round. Will assist with communication to membership such as greeting at meetings and following up when absent from meeting.

20. Newsletter (all year)

- a) This committee produces a bulletin for our membership according to guidelines set by East Missouri District of Optimist. The newsletter is disseminated to our membership and to the East Missouri District monthly. It is part of the club's website and the East MO District website. The newsletters are submitted to the East MO District competition in August.
- b) Will assist President with Weekly Updates and other communications all year.

21. Optimists in Action

This committee leads ways to bring our organization to the attention of the community by identifying a need and then fulfilling it. This may be a one-time event, a one-day event or an annual event, such as picking up trash in a park, reading to children in school, planting a tree, etc.

22. Oratorical Contest

Optimist International provides a topic upon which youth speak. The chairperson contacts schools to get participants and sets up the contest with judges and prizes. This usually takes place in January/February.

23. Programs (all year)

This committee provides interesting and informative speakers and programs at our weekly lunch meetings and will plan monthly evening event meetings.

24. Reel Optimism (replaces CPA)

This is a video contest and the rules and topic are found at <http://optimist.org/ReelOptimism>

25. Respect for Law

Respect for our local law enforcement officers. The chairperson contacts local departments for nominations for the honor. The nominees attend a luncheon in May or June and receive recognition from our club.

26. Sergeant at Arms

This small committee is responsible for collecting “fines” at weekly meetings for not wearing your name badge, being the birthday girl, or bragging. These monies fund the efforts of the Fellowship Committee.

27. Scrapbook

This committee compiles a scrapbook according to OI Guidelines. It is submitted to the East MO District competition in August and is then given to our Past President.

28. Scholarships

Coordinates with our Trivia Committee chair and Jefferson College to establish and disseminate our scholarships using the funds raised at our Trivia Night. Also, coordinates with Executive Director of Development and Foundation for Jefferson College to disseminate separate funds for area homeless college students.

29. Things That Go

An event in September held in Herculaneum that we participate and promote safety connected with travel. Currently give out CHAD stickers for child car seats.

30. Women's Shelter

Women and their children displaced by abusive situations receive items from our club to make their lives a bit easier. We work directly through COMTREA on this project which is year-round.

31. Youth Appreciation

Usually held in April, this project honors youth nominated by their schools for their well-rounded school participation. The chairperson contacts the schools, schedules the date, and arranges for goodies for the youth. They are honored at a weekly luncheon.

## Fundraisers

- Old Bag Luncheon (Aug.)
  - This fund raiser is held at one of our noon meetings and generally involves auctioning old hand bags (or not so old bag) which may or may not be filled with a surprise.
- Mystery Bag Luncheon
  - This fund raiser is held if needed during one of our noon meetings. "Brown" or "Mystery" bags are auctioned. The "surprise" inside may be of value or may be only of nominal value - the attached clue may leave you clueless. Proceeds support our Childhood Cancer Campaign.
- Koeze Nuts
  - Sell delicious nuts in October/November to community. This has been one of our most successful fund raisers for many years and does require some special conditions - loading dock for nut delivery.
- Holy Moly Cloths
  - We have been selling cleaning cloths as a fundraiser.
- Trivia Night
  - This, too, is one of our most successful and longest running fundraisers. Funds are raised to purchase scholarships for Jefferson County students to attend Jefferson College. Held in March at the KC Hall, committees take care of details.
- Fall Fundraiser
  - This fundraiser has been a wonderful project which funds many of our youth community projects. It is a year-round job as preparation begins just after the event is held each year for the next year. Usually held in September/October. This event has evolved over time from a wine tasting, to Oktoberfest, to Viva Las Vegas.
- Bunco Night
  - A fun night of playing Bunco held approximately once a quarter
- Oberle Sausage & Cheese
  - Selling of Oberle products in late fall for the holidays.
- Eat & Earn, Dine Out
  - Organize an event to eat out at a restaurant that will donate a portion of the proceeds to our club.
- Tea Party
  - Held in the spring. A fun and fancy tea using our Pink Tea Set.