

# CFWC July 2021 Back to Basics

## Club and District Finance:

Hear from the Financial Secretary, the Treasurer, and the Director of Finance about what it takes to tackle these responsibilities.

**Thursday July 1, 2021 @ 1:00 PM**



## Building Trust within your Leadership Team

Delegation is difficult. Gain skills to establish a working team environment. Provide training, guidance, and establish expectations.

**Saturday, July 10, 2021 @ 1:00 PM**

## Amenities, Protocol, and President's Aide

Learn how to promote an atmosphere of harmony and gracious hospitality, the code of formal procedure and politeness, and how to support the needs of your President.

**Tuesday, July 13, 2021 @ 1:00 PM**



## Communicating with your members

Build social media skills, mass communication emails, news letters, and keeping you members informed and involved.

**Sunday, July 18, 2021 @ 1:00 PM**

## Combining In-Person and Virtual Meetings

Learn how to meet the needs of our members by accommodating their individual comfort levels by conducting hybrid meetings.

**Monday, July 19, 2021 @ 1:00 PM**



## Keeping Parliamentary Procedures

Learn how to maintain Robert's Rules of Order, adhere to the Bylaws, maintain impartiality, and assure all members may be heard.

**Tuesday, July 27, 2021 @ 1:00 PM**