

Zonta International Board
October 2010
Liaison Points

1. Zonta clubs in the US with income of \$25,000 USD or less, who did not file the club's 990-N, 990EZ or 990, will no longer be tax exempt and will have to file an income tax return with the Internal Revenue Service. The only option a club will have in order to avoid losing their tax exempt status is to submit their financial information to Headquarters to be included with the group filing for Zonta International. If clubs submit their financial information to Headquarters by 30 November 2010, they will be included in the group filing and will avoid losing their exempt status.
2. ZI members who are US citizens or legal Foreign Nationals will have the possibility to apply for a Capital One Visa platinum credit card. This will be operational shortly. Zonta International will receive cash back upon use of the card without any cost to the card holder. For more information, click on the link on the Zonta International website. Investigations are underway about similar opportunities in other parts of the world. If you have someone in your district who may be able to assist, please let me know and I will pass the information on.
3. The November club mailing will include a printed copy of the Governing Documents and the Audited Financial Statements. The Governing Documents will also be available on the Zonta International website.
4. The "Membership Incentive Program" initiated in the last biennium was well received and is continuing. Please remind clubs that application can be made for the award pin for members who bring in two new members between 1 June 2010 and 31 May 2011. The Membership Incentive Form for completion can be found at on the ZI website under member resources /forms .
5. If Governors wish to track their membership numbers and compare to their goals, staff in Member Services at Headquarters will prepare a report for you. This can be arranged by contacting Member Services Manager Jill Gehring at Headquarters (memberrecords@zonta.org).
6. A reminder that to charter a new club, a minimum of 20 members in good standing (club, district and international dues paid) is needed.
7. The ZI Board updated the policy regarding clubs with fewer than six (6) members: those clubs have a period of twelve (12) months to increase membership and reach the minimum of six (6) members.
8. The ZI Board has agreed to a PR plan and revised the electronic communication policies. This means that Zonta will be actively involved in social media. Staff at Headquarters and the PR Committee will work together and members will be kept updated.
9. Regarding petitions about issues in other countries, ZI policies must be followed. Only the International President can make comment or write letters about international issues. If there is an issue of national concern, the Governor (or Governors if there is more than one in the country) may do so, but only after approval from clubs. The recent communication to Governors from the LAA Committee Chairman clearly explained the procedures, and the Policy on Affiliation with Other Organizations should be followed.
10. Effective 1 June 2011 the Emma L. Conlon awards are increased as follows:

- a. 1st prize- 2 x \$1000 (Z/ Golden Z)
 - b. 2nd prize- 2 x \$500 (Z/ Golden Z)
 - c. 3rd prize- 2 x \$250 (Z/Golden Z)
11. There is a Centennial Anniversary Committee Preparing for Zonta International's 100 years anniversary. Information will be sent to Governors from this committee in the near future. As Governor, please provide the name and email of your district's historian to amcnulty@zonta.org with a copy to me at berylmcm@gmail.org
12. The Credentials Committee of the District Conference shall have the record of the previous District Conferences to ensure that it is known whether clubs are eligible to vote. See Bylaws Article XIII, Section 11(c) proxies. "No club may be represented by proxy at more than 2 consecutive conferences." If you have a club in your District that has not been represented by a delegate at the last two District Conferences (in odd numbered years), please remind them of this bylaw and encourage the club to be represented by a club member as delegate so it has a vote.
13. Membership Reports:
- Monthly reports include
- i. District totals
- Quarterly report includes
- ii. District totals
 - iii. Area totals
 - iv. Club totals
- We trust that all leaders in your District, but especially the Lieutenant Governor as OMC Chairman, and the Area Directors as they monitor their Areas, study these reports.
14. The majority of Governors and International Committee Chairmen submitted their reports by the required date of 20 September. Sincere thanks are extended to all who met the timeline – this is important due to the amount of work at Headquarters in the lead-up to ZI Board meetings and the amount of reading by Board members, the majority of whom are also in the paid work force. Governors are reminded that the due date for their next report is 20 December.
15. The new Membership Manual will be available on the Zonta International website in early November 2010. The new manual is titled "MEMBERSHIP MANUAL: Marian de Forest Membership and Classification Manual and Organization and Extension Manual 2010". Manuals will no longer include details of bylaws and policies which may change in the future. Instead, reference is made (with links on the ZI website) to the relevant bylaw or policy or procedure. This will avoid the need to change several documents (for example, Membership Manual, District Manual and Club Manual) if a change is made to one bylaw or policy. Please ensure that this information is made available to all, and especially to the Lieutenant Governor as OMC Chairman, and then to Area Directors and clubs.
16. Governors will be pleased to know that the revision of the District Manual is finished, and the updated version will be posted on the Zonta International website by the end of November.