

ELKS OF CANADA

EST. 1912

***HOW TO BE A GREAT
MEMBERSHIP DIRECTOR***

A STEP BY STEP GUIDE

June 2020

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Membership is the responsibility of every member, right?

So why do we have a Membership Director in charge of it?



*Getting and keeping members **is** the responsibility of every member, but there has to be one person **coordinating** the process.*

This is the job of the Lodge Membership Director. You provide the spark, coordinate and motivate the other Lodge members.

But how can you do all that?

Follow the step-by-step procedure in this book and you will be a

Great Lodge Membership Director.

STEP 1

Review all the information you can about your duties and responsibilities. Read this manual!!!

Find out what help is available.

Read through the manual and make notes. If you need clarification ask your Secretary or ER/President/HRL or contact the National Office at 1-888-THE-ELKS (843-3557).

Your **official** duties as stated in the Constitution of the Order are:

To be responsible for ensuring the Lodge has in place and maintains an ongoing Membership Program. Such Program will cover all aspects of membership including acquisition and orientation of new members, reinstatement of past members and retention of current members. The Membership Director will Chair the Lodge Membership Committee.

To assist the Secretary, if requested, in the following duties:

- a) *Maintaining the Lodge's membership ledger including posting of dues receipts*
- b) *Reconcile the Grand Lodge membership printouts with the Lodge membership ledger*
- c) *Recording membership changes in address*

STEP 2

Form a Lodge Membership Committee.

The Membership Committee is a standing committee of your Lodge, which means **they have to have one!** The make-up of the committee is up to your Lodge but the Lodge Publicity Director has to be part of the committee. Their responsibility includes:

- *retention of current members; and*
- *reinstatement of past members; and*
- *acquisition and orientation of new members;*
- *all Lodge publicity.*

Now that you have a committee, you have help. Delegate some duties but make sure you work as a team. Make things happen.

Be enthusiastic, it's contagious and can work wonders.

STEP 3

Find out where your Lodge membership stands right now.

Ask your Secretary for a current membership list, if you can't find one call the National Office (1-888-843-3557). Determine how many current members you have.

Review your Lodge Membership Ledger binder. It contains a historical profile of all your members.

Make a list of members that have resigned. Form a phoning committee and give them a call and see if they want to come back. Find out why they left and offer to pick them up for the next meeting. Find out what their interests are and get them involved with a project. Don't ask them to join right away, just ask them to help out.



Look at the age of your current members, their occupations. Are they married? Do they have kids? By getting to know your Lodge members, you can tell prospective members more about your Lodge.

As well, by developing a profile of your members you can suggest programs that are of particular interest to your present members, keeping them active and interested.

We need to focus on keeping our present members and getting our past members back and active. The National Member Services Committee is focusing on this retention area and are sure that we cut down on the numbers of members leaving we can turn our membership concerns around. Makes sense when you think about it. If members are happy, active and interested they will naturally ask their friends and neighbours to join. The key is making sure our current members are happy, active and interested.

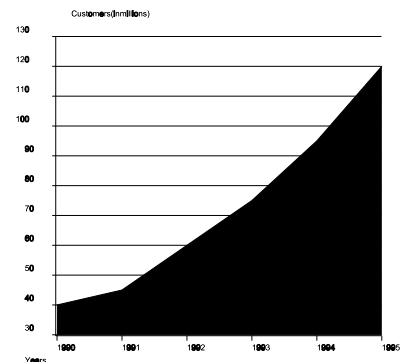
STEP 4

Work with your Lodge Executive to **determine your lodge's membership goal** for the year.

Do you want to increase your numbers by **100%, 50%, 10%**, or just remain even. Will your focus be on reducing the number of members leaving? How about **0 Resignations and 4 Reinstatements** this year. That's the same effect as getting 4 new members and these past members know about our organization already.

The Executive has to be part of this decision. Get a commitment from them, so you're all focused on the same goal.

Once you have a commitment, **make it happen**.
Remember that YOU have to keep them focused.



STEP 5

Develop a membership campaign to reach your goal.

Remember that your Lodge is different from any other Lodge in Canada. You have a different mix of people, different interests and personalities. Develop a program that will work for your Lodge.

Here are some ideas that have worked in other Lodges. Use them or modify them to suit your Lodge.

1. **NOT YOUR USUAL MEMBERSHIP NIGHT** (Refer to Page 16)
2. **BRING BACK A FRIEND.** Encourage your members to bring back a member that has resigned. Show them how your Lodge has changed and is now the place to be. Award a prize for the member that brings back the most past members. You set the time period and track the number of past members returning and who helps bring them back. At the end of the set time period the member who has brought in the most past members, wins. Think of a prize that would motivate your members and promote it every chance you get.
3. **DIVIDE THE LODGE INTO TEAMS AND COMPETE FOR THE MOST NEW AND PAST MEMBERS.** The idea is the same as in #1 but instead of keeping track of individual members, you divide the lodge into two teams. That way you throw a little "friendly" competition into the mix – Team A against Team B. Consider making the prize a free lunch at one of your meetings, sponsored by the **losing team** of course.
4. **GIVE OUT LODGE CREDITS OR LODGE BUCKS TO MEMBERS WHO BRING IN PAST MEMBERS AND/OR NEW MEMBERS.** For each past member and/or new member someone brings in they get 5 credits or Lodge bucks that can be applied to their lodge fees or purchases from the national store.
5. **HOLD AN INFORMATION MEETING AND INVITE PAST MEMBERS AND PROSPECTIVE MEMBERS.** Set up a special meeting and have everyone invite one past member and/or prospective member. Provide a lunch or snack food. Show them a little fraternalism.
6. **PICK A NUMBER.** Have each member pick a number between 1 and 5. Make it their commitment to give you the names of that many potential or past members.

STEP 6

Put the plan into action. There are a number of membership campaigns you can try.

The main thing is to be enthusiastic and determined.

Keep trying and don't give up.

You can increase your membership by bringing back past members and bringing in new members.

STEP 7

Celebrate your success. At the end of the year evaluate how your lodge did.

Was the goal reached?

Let everyone know how you did.

Make sure to thank the members for their participation.

STEP 8

Start planning for next year.

HOW TO RETAIN PRESENT MEMBERS AND GET NEW MEMBERS

How do you keep your present members from resigning?

Are your current members proud to be a member of your Lodge? If not then talk to your ER/President/HRL and Lodge Executive. Find out what changes you have to make to stop members from resigning. If you have internal conflict you have to sort it out before you try and bring in new members. They won't last long if there are problems in the Lodge. Members that are proud to belong will ask friends and neighbours to join. They also won't be taking a resignation!

Is your Lodge active? Does your Lodge have projects? Are they projects that get people excited and involved? Working bingos and writing cheques is not why members join. They want to do things to help people. Consider a project to get your Lodge started.

We have also included a section of **sample letters and good ideas** from other Lodges across Canada that have been effective in retaining members (see index). Browse through them. Feel free to use them as is, or change them to suit your Lodge.

The main thing is – try something.

If a member misses a number of meetings or never shows up to help or just seems to be tiring with the whole idea of being a member, **take action**.

Watch for the signs. Don't wait until a member has made up their mind to resign. At that point you will have a much harder time convincing them to continue as a member. Get them involved as early as possible.

Perhaps they have been through all the chairs. Get them working on a committee. Involve them in a project that has a special interest for them. Talk to them and find out why their needs are not being fulfilled by the Order. Show them you care. Sometimes that's all that is needed. Maybe get them involved with you on the membership committee. By pointing out all the reasons to join, maybe they will realize that it's too good an organization to quit.

Getting new members.

Most people will tell you it's simple, "**You just have to ask**". Sounds simple! But there is a bit more to it.

When someone considers joining they look at our strengths and weaknesses. They compare the Elks to other groups in the community. Their volunteer time is limited, so they want to get the most out of it as possible. Only if we fulfill their needs as a volunteer, will they join.

Make sure the prospective member knows what they are getting into. Use the informational material available from the National Office and design a guest package for your Lodge that tells the prospective member what they are joining.

A sample package might include:

Invitation to Join Brochure

Welcome Brochure

List of Lodge Officers (names & telephone numbers)

Letter from your ER/President/HRL inviting the prospective member to join

List of local community projects that your Lodge sponsors

Keep track of your prospective members. Keep in touch. Make sure that someone from your Lodge keeps inviting them to a meeting.

If they show up to a few meetings and seem interested, ask them to join and help them fill out the membership application.

Don't stop there.....

Make sure they are properly welcomed. Don't leave them alone to fend for themselves.

Make sure someone goes through the New Member Orientation Manual **with** them. (This manual is mailed to them in their new member kit along with their Initiation Certificate, from the National office)

Establish a mentoring program. – Buddy System (Refer to next Page)

Pair up a present member with the new member. The present member can answer questions and guide the new member through the difficult first couple of months. Make sure your members know their role as a mentor. They should stay with the new member at the meetings. It makes the transition into our organization easier and establishes a good foundation for the new member.

We lose a number of members in the first year. Part of the reason is, they never feel like they are part of the Lodge. **Make them feel welcome.**

ELKS “BUDDY” SYSTEM



The first and second year of membership is critical for most new members. If they don't feel that their volunteer needs are being met they will quit. What can we do to keep them? Well the first step is to give them a “buddy” or friend. This is someone in your Lodge that knows how things operate, what the Elks are all about and what the benefits are. They can be a great mentor for the new member to keep them interested, involved and in the Elks.

First off we will deal with the new member but don't forget the current members that don't show up to meetings or take part in functions anymore. We need to give them a “buddy” as well. Read on.

NEW MEMBER “BUDDY” SYSTEM

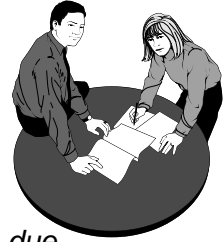
- Concept:** That each Lodge has responsibility to engage new members by assigning a “buddy” to each new member initiated.
- Assignment:** “Buddies” to be selected by the ER/President/HRL or the Membership Director based on compatibility and introduced to their new member at time of initiation.
- Team Spirit:** Every new member should receive a golf or t-shirt in the same “team color” as the rest of the Lodge. Make them feel part of the team.
- Duties:** Meet with the new member (lunch, coffee, tea, beer, etc.) and explain how a Lodge functions, including meetings, ritual, voting, socials, Executive, committees.
- Answer any questions asked by the new member.
- Encourage the new member to attend meetings and functions of the Lodge and accompany them (and spouses where suitable) when possible.

CURRENT MEMBER “BUDDY” SYSTEM

- Concept:** That each Lodge has responsibility to engage current members who aren't active anymore by assigning them a “buddy”.
- Assignment:** Annually the Lodge is to go through the membership list and identify those current members that aren't active. (Example: Don't come to meetings but are still good candidates to become active once more).
- Divide the list of prospects up between the active members and contact the individuals to let them know they are going to get a “buddy”.
- “Buddies” are to be selected by the ER/President/HRL or the Membership Director based on compatibility.
- Establish “Buddy program” as a regular component under Good of Order as a reminder and to see how your program is doing.
- Executive to follow-up and determine success of program. Make changes as necessary.
- Duties:** Meet with the assigned member (lunch, coffee, tea, beer, etc.) and encourage them to come to meetings and/or get involved in a project. Keep them informed
- Answer any questions asked by the assigned member.

Work with your Lodge Secretary to:

- ***Develop*** a procedure to collect annual Membership fees
- ***Make*** it as easy as possible for your members to renew
- ***Develop*** a reminder notice system, so everyone is aware their fees are due.
- ***Follow up*** with those members that don't renew. Keep at it - find out why you might lose a member. Make sure you have done all you can to encourage the member to stay.
- ***Work*** with your Secretary to keep the ***membership list*** up-to-date.
- ***Help*** him/her file the ***National Membership Fee Report*** that is sent to the Grand Lodge Office on a yearly basis, remembering to submit membership changes as soon as possible, so that the Grand Lodge files are kept up to date.
- ***Help organize*** events to recognize your members. Check out the national programs but develop some of your own as well. Whatever works for your Lodge.



CHECKLIST FOR A SUCCESSFUL MEMBERSHIP DIRECTOR

- ✓ *Work with your ER/President/HRL to recruit two other members and form a **Lodge Membership Committee**.*
- ✓ *Develop a **Membership Plan** for the year. Set an **attainable membership increase** for the year. This includes reducing the number of members leaving as well as bringing in new members.*
- ✓ *Make sure your Lodge has a current **up-to-date membership list**. Consider starting a phoning committee to remind people of upcoming meetings and events.*
- ✓ *Make sure your current members are **active and involved**. Work with your Lodge Executive to change whatever needs to be changed.*
- ✓ *Bundle up some prospective members and show them the **Elks are fun**.*
- ✓ ***Be enthusiastic**. Work with the Secretary to collect dues and make sure the National Membership fees are submitted on time.*
- ✓ *Make sure that **Lodge Service awards and AIM awards** are handed out with the proper significance. Make sure you are familiar with the national membership programs.*
- ✓ *Update the Executive and Lodge periodically on the progress the Lodge is making towards their membership goal. **Keep promoting** the plan as often as possible.*
- ✓ ***Start a mentoring program** so that every new member is properly introduced into the Order.*
- ✓ *Develop your **Lodge's guest package and New Member Kits**. Make sure they are handed out at the appropriate times.*
- ✓ *Follow-up on **membership leads**. Again this can be new members as well as past members. Work with your committee to make sure no one slips through the cracks.*

NATIONAL MEMBERSHIP PROGRAMS

*Here are some of the National Programs you should be **aware** of and **involved** in.*

AIM

(Achieve Increased Membership) Program

*The **AIM** Program rewards members for bringing back past members and bringing in new members.*

*The **AIM** program consists of three parts:*

- 1. Incentive Awards for individual members – outlined on following page. Note that a new option, “Elks bucks” was introduced in 2013.*
- 2. Membership Plaque presentations at National Convention. One is given to the Lodge with the highest “net” increase in membership for the year. One is given to the Lodge with the highest “overall” increase in membership for the year.*
- 3. The “Club 25” program is a special group of members who have reached the 25 member level. That is 25 members they have encouraged to reinstate as members and/or proposed as new members.*
- 4. They also receive a suitably printed certificate and a special Silver “**Club 25**” ring.*



Incentive Awards

The following awards are presented to members who reach the set levels of members reinstated and/or proposed and initiated. September 1, 1997 - start date for program.

NUMBER OF MEMBERS REINSTATED AND/OR PROPOSED AND INITIATED	INCENTIVE AWARD
1 MEMBER	LETTER OF THANKS FROM G.E.R.
3 MEMBERS	BASEBALL CAP or \$25
5 MEMBERS	GOLF SHIRT or \$35
10 MEMBERS	SPRING JACKET or \$40
15 MEMBERS	SWEATSHIRT or \$50
20 MEMBERS	WRISTWATCH or \$60
25 MEMBERS	25 CLUB CERTIFICATE & SILVER AWARD RING or \$150

New Member Letter

A package of information is sent from the Grand Lodge office to each new member when they join. It contains:

- *A letter of welcome from the Grand Exalted Ruler*
- *An Initiation Certificate*
- *A New Member Orientation Manual*
- *Invitation to Join and Elks and Royal Purple Fund for Children brochures*

A welcome back letter is also sent from the Grand Lodge office to each member that is reinstated.

Make sure the new members get their package/letter as quickly as possible by notifying the national office as soon a member is initiated or reinstates. You can phone **(1-888-843-3557)**, fax **(1-306-565-2860)** or e-mail **(amossing@elksofcanada.ca)**.

Lodge Revitalization & New Lodge Development Funding

There is funding available for Lodge revitalization projects and the development of New Lodges. In revitalizations things normally covered are:

- ✎ Travel to take prospective members to an event
- ✎ Meals for the event
- ✎ Expenses for guest speaker
- ✎ Newspaper, radio and/or TV ads promoting the event
- ✎ Hall rental if required
- ✎ Mailing costs for promotional mailing
- ✎ Booth rental at trade shows

Contact the Grand Lodge Office or your Provincial/Territorial Membership Director if your Lodge has an idea that will increase your membership or is willing to start a new Lodge.

A written request is required for the Member Services Committee to review. Forms are available from the office or online at www.elkssofcanada.ca .

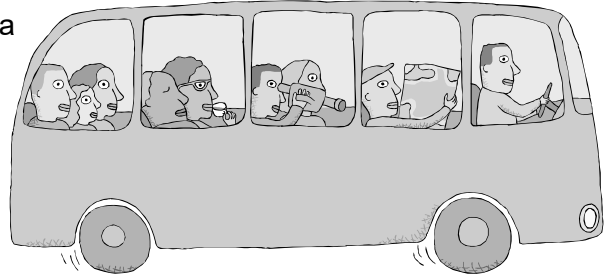
PLEASE NOTE: Approval must be granted before any expenditure is made.

Contact the Grand Lodge Office for more information **1-888-843-3557**.

Not Your Usual Membership Night

The Member Services Committee would like your Lodge to think “out of the box” the next time you are planning a membership night. Instead of the typical event where you invite prospective members to a meal at your Lodge, have guest speakers and a bit of a hard sell to join the Elks, why not try something a bit different. Our typical membership night resembles a condo sales pitch and we don’t want to make our prospective members feel like that.

We have had a Lodge rent a bus, “bundle up” a group of prospective members and take them to a hockey game in the big city. It worked great, as the participants had a fantastic time, didn’t feel pressured to join, but could hardly say NO when asked to join. After all they just had a free night out of fun and were being invited to have even more fun by joining.



Here are some ideas the Member Services Committee jotted down to get you thinking. This isn’t the only list, so if you think of something else just let us know. And by the way we will probably help with some of the costs involved. Contact the Grand Lodge office at 1-888-843-3557 for more information on the funding available.

Here are some ideas you might want to consider:



Automobile show and shine



Snowmobile trip



Bus trip (hockey, sports)



Picnic



Tour of distillery/wine



Show/Entertainment



Golf tournament



Casino



Dinner theatre



Habitat for Humanity work bee








Clam dig

Whatever you think of, just “bundle them up” and take them somewhere. You have a captive audience. Let them know the Elks have fun.

Lodge Promotion Grants

There are also funds available from the Member Services Committee to help Lodges run promotional campaigns. In most cases the Committee will split the costs of the promotion 50/50 with the Lodge.

Things normally considered are:

-  Newspaper, Radio and/or TV ads
-  Billboards
-  Mailing costs for bulk distribution of membership information
-  Costs to place an insert into local papers
-  Advertising in certain special projects or annual event booklets.

About the only thing the committee will not fund is your local road sign or sign for your building. These are permanent fixtures and the committee feels the Lodge should fund these costs. We do however have great road signs available from the National office, at cost. Call 1-888-843-3557 for more information.

For more information on the promotional grants call the national office at 1-888-843-3557 (Ext. 230) or email cblair@elksofcanada.ca

November Is Elks Awareness Month

November is the month for the Lodges to get fired up, blow their own horn, bring back some past members and get some new members!!!

There is \$\$ available to help with membership drives – just call 1-888-THE ELKS for more info.



Let's focus on membership activity in November. Plan a membership event, bring in some new members, encourage past members to consider coming back. Do what it takes but get some membership activity going in your Lodge.

Make sure to include some type of promotion campaign in your community. Run an ad, send out brochures, put up a billboard, get yourself on the radio. You can do it. Let's make an effort for November...it's "Elks Awareness Month". Let's let them know who we are.

Lodge Specific Brochures

Available from the Member Services Committee:

The Member Services Committee will provide 100 brochures free!!! All you have to do is send your local information to the Grand Lodge Office. The office will format the brochure for you and print your order.

*Want more than 100? The first 100 are still free, but the Member Services Committee will split the costs with your Lodge for the rest of the order. The price? The cost to your Lodge is only **\$0.10 a brochure**. We priced these brochures out with a number of printers and with four-colour crestring they would run anywhere from .80 to \$1.00 per brochure! (Pricing based on an order of 1500).*

*Take advantage of this **Great Deal**. Let's get these brochures out in your community, promoting what a great job the Elks are doing. Interested? All the office needs is:*

- ☞ *Your Lodge name and number, of course*
- ☞ *A contact name and number (refer to sample)*
- ☞ *A list of local projects (refer to sample)*
- ☞ *A Provincial/Territorial program your Lodge supports (refer to sample)*
- ☞ *A contact for hall rentals (if applicable-refer to sample)*
- ☞ *Any other information you think is applicable*

Lodge Resource Team

PURPOSE

The purpose of the Lodge Resource Teams is to act as a resource for the Lodge Executive.

WHEN ARE THEY USED?

Any Lodge Executive that feels they need assistance can make a request to the District Deputy, the Provincial/Territorial Association or the National Office. The other option is for the Provincial/Territorial Association and/or the National Office to recommend to a Lodge Executive that they would benefit from a Resource Team. In either scenario the Association and the National Office would work together to establish the best team. They would be selected on the basis of their knowledge and ability to provide assistance. Travel costs would also be considered and covered by the National Member Services Committee or on a shared basis with the Association.

WHAT DO THE RESOURCE TEAMS DO?

- Attend all regular meetings and executive meetings, if possible. Committee meetings will be attended if requested.
- Promote harmony among the Lodge officers and members if applicable.
- Provide and/or obtain interpretations of the Lodge, Association and Grand Lodge Constitution and By-Laws and their application to the Lodge activities.
- Encourage the Lodge to set goals and targets and a plan to reach them.
- Encourage practices that improve the overall welfare of the Lodge.
- Reinforce the importance of submitting reports to the District, Provincial and National, on time.
- Assist officers and committees to understand their responsibilities.
- Assist the Lodge in developing activities that meet the needs and wishes of the members.
- Physically assist with Lodge officer functions (ie. minutes, financial records, meeting preparation, committee planning).
- Provide a written report to the National and Association office as required.
- Use the existing National Education modules to help the Lodge overcome problems in the financial, meeting management, recruitment/retention and promotion areas.

WHAT DO THE LODGE OFFICERS AND MEMBERS HAVE TO DO?

- Willingly accept the Resource Teams at their meetings.
- Notify the Resource Teams of any issues that may need special attention.
- Communicate with the Resource Teams about upcoming events and committee meetings.
- Endeavour to use information and suggestions provided by the Resource Teams.
- Set goals and objectives with intent to improve the Lodge.
- Make an effort to adapt Lodge practices to meet minimum Grand Lodge, Provincial Association expectations.

General Membership Supplies

The Grand Lodge Member Services Committee has a number of brochures and kits available to help increase your lodge's membership and help non-members understand what we do in the community.

All the supplies listed below are available from the Grand Lodge Office at:

100-2629 29th Ave
REGINA SK S4S 2N9
1-888-843-3557 ext. 223
<https://store.elksofcanada.ca>

New Member Orientation Manual – A manual that explains what the Elks is all about. It is sent by the Grand Lodge office to each new member. Please go over this manual with the new member.

Invitation to Join brochure (No charge) - This brochure gives the prospective member a bit of history about the Elks and invites them to join. It contains a "tear-off" membership application and can be folded in three, to look like an Invitation. Make sure every Lodge Executive member has an Invitation to Join brochure with them at all times. Have some fun with it. Consider fining someone 25¢ or a loonie, (which goes to Charity), if they can't produce a copy.

Welcome Kit – This kit is given to the new member when they join the Order, or to the prospective member considering joining. It contains a sample of our national magazine, "The Canadian Elk", and an assortment of membership brochures and material. (No charge).

Remember to include your own local material in the kit. This could include a list of names and addresses of the Lodge Executive; details about the Lodge itself; and a breakdown of community projects the Lodge is involved with.

Standard Membership Pin – This pin identifies the member as an Elk. They can proudly wear it in public and at Lodge meetings.

Member's name tag – A white, pin on name tag commonly worn by all members in the Lodge.

Parliamentary Procedure Book – Having one of these books in your Lodge helps members become familiar with the way meetings are run. It gives them confidence to participate in the democratic forum that meetings provide.

Lodge Membership Lists – Prepared by the Grand Lodge office, these lists provide you with the latest data on your members.

Postal Code Searches – Just provide the Grand Lodge Office with the Postal Codes you wish to search. They can identify present members, members who have resigned in the last five (5) years and members of other lodges living in specific areas.

Promotional Wear – The National Office carries a wide variety of promotional wear your members might be interested in. Have a look on our national website www.elksofcanada.ca for pricing. Consider ordering some sample items for display in your Lodge. Promote the Elks around town by wearing an Elks baseball cap, T-shirt, golf shirt or jacket. The more people familiar with the Elks, the more likely they are to consider joining.

Road Signs – Available from the National Office these beautiful signs are sold at cost to the Lodges. They are high quality, fully reflective road signs with a 10 year warranty. Check with your local town office to find out what their rules are for placing a sign.

SAMPLE LETTERS



Dear _____:

1.

The Elks of Canada take pride in the quality of its membership and invite new members to join, upon the recommendation of its members.

_____, a member of our Lodge has recommended you for membership and we would like to extend an open invitation to you to come and see what our organization is all about. We will be holding an informational meeting on:

*January 15, 2016
Elks Hall
2513 Hillcrest Drive
Yourtown and Province
7:30 p.m. to 9:30 p.m.*

The meeting will be informal and a lunch will be served around 9:00 p.m. Come learn about the programs we are running in our community. You are under no obligation whatsoever, we do want you to join but that is entirely up to you.

I will be contacting you just prior to the meeting, as a reminder, but if you wish to contact me, my number is 728-5421. Feel free to give me a call at any time.

I hope we get the chance to meet you in the near future and tell you about a great organization, the Elks.

Sincerely,

*Yourtown Elks Lodge
Membership Director*

Dear Brother/Sister. _____:

2.

It is with pleasure the members of Kimberley Elks Lodge, welcome you from Cranbrook Elks Lodge to become a member of our Lodge, graze in our lush woodland meadow and rattle horns at our watering hole, in the relaxing atmosphere we love to brag about.

We will stamp our feet with impatience awaiting you arrival in January. Our first meeting is scheduled for January 4, 2016.

*Sincerely,
Membership Director*

Dear _____:

3.

According to our records you have not yet paid your Elks membership dues for _____.

Enclosed please find a stamped, self-addressed envelope.

If you plan to continue your membership in _____ Lodge No. _____ kindly enclose your cheque in the amount of _____ in this envelope and drop it in the mail.

If we do not receive your dues by _____ we will have to assume that you no longer wish to be a member and your name will be removed from the membership list.

Sincerely,

Membership Director,

_____ Elks Lodge No. _____

Dear Brother/Sister Elk:

4.

A fortunate blessing to most of us is a memory that serves us by blotting out items of lesser immediate importance so as to leave us free to tend to more pressing matters. Unfortunately, this can leave some rather important things undone such as our obligation to keep our Elks dues paid up-to-date.

Your Lodge is obliged to pay the Provincial/Territorial Elks Association and Grand Lodge Membership Fees based upon your membership, so it is our hope that you will bring your membership up-to-date at your first opportunity.

Our dues, as of this year, are _____ per year, and our records show that your dues are paid to _____ which leaves an amount of \$_____ to be paid to bring your paid-up membership to the end of _____.

Sincerely,

Membership Director,

_____ Elks Lodge No. _____

Dear Brother/Sister:

5.

*Our records show that you haven't paid your dues.
We've paid the National Membership Fee for you as a member.
Does the thought of this give you the blues?
Don't worry - be happy, pay up 'till the end of December.*

*Send me the \$ _____ in the mail.
You'll feel good, it's not so hard.
As your new Secretary, I won't fail.
To deposit your money and send you your card.*

Secretary,

_____ Elks Lodge No. _____

Dear Brother/Sister:

6.

We have reached the end of another quarter of our Lodge year and it is my duty to advise all those members whose dues have expired that they are now due and payable again.

Would you be good enough, at your earliest convenience, to remit the sum of _____ to cover your dues up to _____ and thereby maintain yourself in good standing.

If you find it convenient you may, of course, pay your dues at this time for any further period up to the end of the current year.

Sincerely,

Secretary,

_____ Elks Lodge No. _____

_____ Elks Lodge No. _____

Box _____
 Yourtown, Province
 X0X 2B2
 Phone (333) 333-3333

STATEMENT OF ACCOUNT

Joe Member
 20-75 Elkstreet
 Elkville, Ontario
 P5M 2B2

Account No:
Date:

<i>Date</i>	<i>Invoice #</i>	<i>Description</i>	<i>Balance</i>
03/31/16	2215	2016 Elks Membership Dues	\$ 50.00

*Your 2016 Dues are now more than 60 days past due.
 If your dues are not paid by _____, 2016
 your membership in the _____ Elks Lodge
 will be revoked.*

AMOUNT DUE

 \$50.00

Dear Brother/Sister _____:

8.

In review of the records, and to keep them up to date I find that you are in arrears of your Lodge dues in the amount of \$ _____.

We value you very highly as a member of our Lodge and the Order. I hope that you will submit your dues as soon as possible so that our records can be put in order, and you will remain a member in good standing of our Lodge.

If however I do not have any response from you by our next National Membership Fee report date, which will be in about 60 days, I will assume that you no longer wish to stay with the Order. You will at that time be struck from the roll for non-payment of dues.

We do however hope this will not be the case, as we are trying to increase our membership and hope that you can propose a new member to our great Order. As I stated before, we value you very highly as a member of the Lodge.

Looking forward to a favourable answer soon

Sincerely,

Secretary,

_____ *Elks Lodge*

Brother/Sister _____:

9.

This is to advise you that your dues to this Lodge are now in arrears to the amount of _____.

You will realize that the Lodge can no longer carry you on its role and pay the various Membership Fees on your membership.

We value your membership very much, as we hope you do, and we therefore ask that you remit _____ to place yourself in good standing.

In the event that we don't hear from you by _____ we will be forced to issue you a resignation as a member in accordance with the provisions outlined in the Elks Constitution.

Sincerely,

Dear Brother/Sister:

10.

This letter is to inform you that your dues are now due. This years dues are _____. Please remember that your dues can be paid annually, semi-annually, quarterly or monthly. It is not mandatory to pay the annual fee.

Payment of your dues can be made at your next regular meeting on the _____ of _____. If you can't attend you may pay the fee by mail. The Lodge address is:

_____ Elks Lodge No. ____
Box 1103
Yourtown, YourProvince
X0X 0X0

This letter does not imply or indicate you have been or are delinquent in your dues. Dues are our primary source of income. Prompt payment will be greatly appreciated.

Sincerely,



ELKTOWN
ELKS LODGE NO. 600

11.

DUES REMINDER

YOUR LODGE DUES ARE PAYABLE ANNUALLY

THE ANNUAL DUES ARE \$ _____

YOUR DUES ARE PAID UP TO _____

Your prompt remittance is requested. If there is any discrepancy please contact your secretary.

Send dues to:

ELKTOWN ELKS LODGE NO. 600
5455 FRASER STREET,
ELKVILLE, ONTARIO X0X 0X0

Date _____

Secretary _____

MESSAGE FROM OUR LODGE

The _____ Elks would like to welcome you to our Lodge.

As a new member you may have questions that you would like answered. We have enclosed a Lodge membership directory which lists the names, addresses and phone numbers of our current Lodge Officers and all our members. One of us should be able to help you out.

Please review this New Member Kit as it provides a good background of the Elks of Canada. This information covers some of our programs Nationally, but we have also listed some of our local accomplishments and goals for you to look at. As you can see we are a busy, productive group.

Welcome to the Elks, Brother/Sister.

OUR ACCOMPLISHMENTS AND GOALS

- Purchased medical equipment for our Medical Clinic, (ie. Baby scale and Hearing tester)
- Allocated funds raised from two Elimination Draws to the Heritage Care Home.
- Purchased two sets of goalie equipment for Minor Hockey
- Purchased two complete team uniforms for Minor Hockey
- Purchased two new hockey sweaters for our Provincial Pee-Wee hockey team
- Acquired a Zamboni ice cleaner for the ice arena
- Purchased two new sets of ball uniforms for Minor Ball
- Helped the Kinnettes in a small way with their new Playground purchases
- Donated a Portable Ambulance Sled for the Annual Skidoo Rally
- Sponsored Hunter Safety in the community
- Helped the Provincial Elks in raising money for our National Charity, the Elk and Royal Purple Fund for Children
- Sponsored the Elks and Royal Purple Fund for Children Literary and Poster Contest in our school
- Ran our Annual Santa Day
- Raised money for our local curling club with our Rock-A-Thon Run
- Worked with our local ladies of the Royal Purple, to financially support the first French Student Exchange Program in our school
- Helped the community bring in the New Year with our Annual New Years Dance
- Were able to generate funds by taking down 46 mile of Power Line
- Helped victims and Special Needs children through the Elks and Royal Purple Fund for Children

MEMBERS REPORT

13.

NAME _____ PHONE # _____

ADDRESS _____

Please indicate which area of the Lodge you would be interested in helping with or participating in: Your name will be forwarded to the Committee Chair for those areas of interest or you may contact any Committee that you would like to assist on. PLEASE CHECK OFF IF INTERESTED.

Volunteer as a Bartender/Ticket Seller ____

Volunteer to work on a Bingo Team ____

Assist with Kids Xmas Party ____

Assist with Adults Xmas Party ____

Assist with Kids Summer Picnic ____

Assist on Social Activities Committee ____

Curl on Member's Curling Day ____

Curl in Mixed Tournament ____

Golf on member's Golf Day ____

Golf in Mixed Tournament ____

Play Mixed Eucher on Fridays at 8 p.m. ____

Play Cribbage Thursdays at 8 p.m. ____

Assist on Welfare/Relief Committee ____

Assist on Fundraising Committee ____

Assist on Drug Awareness Committee ____

Assist on the Management of the building ____

Assist on the Tag Day ____ *Can we put a Collection Box at your work* ____

Will you work at Mother's Day Breakfast ____

MEMBERS REPORT - CONTINUED

- 1.) *Would you give a brief outline why you want to join the Elks?*
- 2.) *Have you been a member of any similar organization like the Elks? If so, which organization and when?*
- 3.) *How do you feel you can contribute to the good of the Elks Order?*
- 4.) *Do you feel you know enough about the Elks organization to become a member?*
 Yes *No* *Possibly*
- 5.) *Are you willing to attend meetings?*
 Yes *No* *Possibly*
- 6.) *Are you willing to assume the responsibilities of a Chair Officer?*
 Yes *No* *Possibly*
- 7.) *Do you have any questions regarding the Lodge or what the Elks do?*
 Yes *No* *Possibly*

INTERVIEWED BY: _____

14.

Dear Friend,

Please accept this letter as my personal invitation to you to join the Elks of Canada. The Elks is a national fraternal and charitable organization promoting and supporting community needs through volunteer efforts of local lodges.

I would very much like to propose you for membership in the lodge. I am certain that you are the kind of person that would fit right in as a member, contribute valuable knowledge and skills and be an asset to our organization.

Please complete the enclosed application form in full. When it's convenient for you to meet me for coffee, just give me a call. You may return the form to me. I will answer any questions you may have and provide you with more information.

Thank you for your prompt consideration.

15.

Dear Member,

We have missed seeing you at Lodge meetings. Meetings are held upstairs at the Legion at 8:00 pm on the 1st and 3rd Tuesday of each month except July and August.

You have a say in all business of the lodge. We value your opinion. Your knowledge and skills are needed and appreciated. Attending meetings should be viewed as an opportunity to spend time with the other Elks. Please make a special effort to attend the next meeting and as many future meetings as possible.

In the event you have any questions or concerns, please call one of the undersigned and we'll be pleased to meet with you.

Sincerely yours,

Exalted Ruler

Secretary

Membership Director

A follow up form that the Whitehorse Elks Lodge uses to keep track of prospective members.

Name	Address	Phone numbers	Given out by
		(R) (W)	
		(R) (W)	
		(R) (W)	
		(R) (W)	
		(R) (W)	
		(R) (W)	
		(R) (W)	
		(R) (W)	
		(R) (W)	
		(R) (W)	
		(R) (W)	
		(R) (W)	
		(R) (W)	

SUCCESS STORIES & GOOD IDEAS

MEMBERSHIP



COMMUNITY EVENTS



FUNDRAISING



PROMOTION / PROJECTS



MISCELLANEOUS



MEMBERSHIP



DEVELOP A MEMBERSHIP QUESTIONNAIRE: North Bay Elks developed a brief membership questionnaire that they sent out to each of their members. They were asked to complete and return it in a stamped, self-addressed envelope that was provided. The time set to complete the project was 4 months. They received 70 returned questionnaires or 45% of their membership. Pretty good results!! Just getting this rate of return proves their members are interested.

From the returns they compiled the results and began analyzing what could be done. The Lodge Membership Committee acted on one of the main reasons members identified for not attending meetings, smoking. They are putting the member's wishes into practice. This is an important part of the survey procedure. If you don't act on the results, why bother asking. People need feedback. They need to know their opinions matter.

If you would like a copy of the questionnaire the North Bay Lodge used just contact the Grand Lodge office at 1-888-THE ELKS or email cblair@elksocanada.ca. It's a great idea and is a great place to start if your Lodge is struggling a bit. *(North Bay Elks Lodge – Ontario)*

ELKS BUDDY SYSTEM: The first and second year of membership is critical for most new Elk members. If they don't feel that their volunteer needs are being met they will quit. What can we do to keep them? Well the first step is to give them an Elk "buddy". This is someone in your Lodge that knows how things operate, what the Elks are all about and what the benefits are. They can be a great mentor for the new member to keep them interested, involved and in the Elks.

First off we will deal with the new member but don't forget the current members that don't show up to meetings or take part in functions anymore. We need to give them a "buddy" as well.

HAVE A CREDIT SYSTEM THAT IS APPLICABLE TO DUES OR REGALIA: A member gets a \$5.00 credit for working a bingo or \$8.00 for working a bar. The member has the option of using the credits whenever they wish, whether to pay for their dues or towards the purchase of regalia items. *(North Bay Elks Lodge – Ontario)*

HOST A MEMBERSHIP NIGHT: Carberry organized a supper which included guest speakers and a brief history of their Elks Lodge. Each member was to ask one guest to the free supper. 26 Elks members sat down with twenty-seven (27) guests, (15 men and 12 ladies). They reported a very good prospect of 6 new members from this function. *(Carberry Elks Lodge – Manitoba)*

IMPLEMENT A MEMBERSHIP PROGRAM: The Osoyoos Lodge Membership Committee implemented a membership program that has been quite successful for them. Their program consists of the following:

- When an application is approved the applicants are invited to a regular meeting, (prior to their initiation), or visited by one or two members of the Lodge membership Committee. At this time written information on the organization is handed out, including a Grand Lodge history, (copied from the Officers Workshop Manual). Also, a list of community projects and organizations, funded by the Lodge, is included.
- At the initiation the following items are handed out:
 - a copy of the Constitution and By-Laws of the Elks of Canada
 - a copy of the Ritual and Ceremonies
 - a Welcome brochure
 - a Membership Pin
 - a Membership card and receipt
- At the first meeting after the initiation every new member is provided with a mentor who helps the new member become part of the Lodge. Instruction on Lodge procedure and signs is given and each new member is assigned to a committee most suitable to their time and preference. A list of Lodge members, (with phone numbers), and a list of committees is provided to the member. The member is introduced formally to the Lodge, including those members who have transferred in or have been reinstated.

(Osoyoos Elks Lodge No. 436 – British Columbia)

INCENTIVE TO BRING NEW MEMBERS: A membership incentive program that gave away beef roasts and steaks to members who proposed the most new members. 1st prize was 75 lbs. of roasts, 2nd prize was 50 lbs of steak, 3rd prize was 25 lbs of steak and the list continues down the line. The 1st prize winner proposed 27 new members. *(Red Deer Elks Lodge – Alberta)*

POTENTIAL WAYS TO INCREASE MEMBERSHIP: In 1987 Mission Elks Lodge had 75 members; in 1995 they had over 250. This is how they claim to have accomplished this impressive membership increase.

- **Enthusiastic, Dedicated, Responsible Leadership.** The Exalted Ruler, Officers and Committee Chairmen must generate inertia and get things moving.
- **Public Speaking.** Designate someone to speak to various groups about the Elks' efforts. Send out letters to various community service organizations requesting an opportunity to address them.
- **Obtain a List** of service organizations, phone municipal community services, City Hall. Find out who the other groups are and what they are doing.
- **Printed Information Sheets** containing details on all the local projects that your Lodge is involved with. Hand them out at every opportunity, mail to members. Let everybody know what is happening.
- Join the **Chamber of Commerce** - an essential business contact and liaison with the doers in your community.
- Establish a **Reliable Lodge Phone Committee.** Contact your members re: meetings, coming events, volunteer needs, health and welfare of family. Obtain names of children for picnics or Christmas parties.
- Consider **Concession Sales.** The Mission Elks run a three bay concession trailer where they sell hot dogs, pop, coffee at a number of sporting events. It's a great way to increase income for your Lodge and at the same time make the Community aware of our Order.

- **Lodge Promotion.** These are some of the things that the Mission Lodge does. Have an annual free community Easter Egg Hunt; Annual Father's Day Car Show; or a Sports Dinner.
- **City Hall.** Report to city council about your efforts and achievements and arrange for a presentation time once a year. Make sure they know what the Elks are doing in the community.
- Other **Revenue Ideas.** Grey Cup secret score raffle; Fridge full of beer raffle, 20 dozen plus the fridge (used); Side of beef and freezer (used freezer); and Miniature raft race.
(Mission Elks Lodge – British Columbia)

PAST EXALTED RULERS SUPPER & REGULAR MEETING. In North Bay the Past Exalted Ruler's prepare and serve a supper to the members at a meeting. They then run the meeting in full regalia while performing the Opening and Closing Ceremonies by memory with music. The Lodge Officers still do their part along with any committees required. This supper has sparked a lot of interest especially from the newer members. *(North Bay Lodge – Ontario)*

COMMUNITY EVENTS



ANNUAL CHRISTMAS CELEBRATION: In December, Aldergrove Elks Lodge No. 66 holds an annual community children's Christmas celebration. Some 300 children enjoy a free professional children's Christmas show at the Elks Hall. Every child receives a free hot dog and fresh juice along with a complimentary picture with Santa and a gift. (*Aldergrove Elks Lodge – British Columbia*)

ALL CANADA GOOSE SHOOT: The Lundar Elks have been holding an all Canada goose shoot since 1977. The shoot was registered and approved by the Manitoba government, the game branch and Provincial biologists. Under the rules of the shoot, each team must be made up of four hunters and each team is supplied with two shells per bird allowed as per the Manitoba Regulation bag limit. Each team supplies their own decoys and calls, and hunting areas are drawn from pre-selected areas in fields rented from local farmers. The hunters are accompanied by a guide and a checker. The team that brings in the biggest and most birds is declared the winner. The shoot is one of the community's main events and is held annually. A hunter is not eligible to hunt in the event two years in a row. It has attracted teams from Minnesota, South Dakota, British Columbia, Colorado, Mexico, and even South Africa. The registration fee per team is \$600.00 and they never have a problem getting enough participants. (*Lundar Elks Lodge – Manitoba*)

BLAST FROM THE PAST DANCE: On April 9, 2011 the North Bay Elks held a "Blast from the Past" event or a 50's and 60's dance, dinner and auction. When all was said and done they netted a profit of \$11, 468. The funds were shared between the North Bay Elks and the Nipissing District Community Home Ownership Action Group (CHAG) and Home Ownership Affordability Program (HOAP).

These groups are similar to Habitat for Humanity except they take older homes and refurbish them. The recipient must commit 500 volunteer hours to the projects. Like HFH this is a hand up, not a hand out program.

The "Blast from the Past" event was attended by close to 250 people with a fully catered meal and dessert bar, party favours, live band and dancing until 1:00 a.m. A live auction was held with donations from over 100 local businesses. The Lodge came together and ran a spectacular event with everyone stepping up to the plate, working together for one common cause. (*North Bay Elks Lodge – Ontario*)

FUN SPIEL: Each February Hartney Elks Lodge No. 357 holds a Fun spiel. This is a fun non-competitive way to get the young and old alike to have a good time curling, playing cribbage and sometimes darts or shuffleboard. They use the Fun spiel as a way to show members and non-members how much fun they have in their Lodge. *(Hartney Elks Lodge – Manitoba)*

GREY CUP PARTY: Hartney Elks Lodge No. 357 holds an annual Grey Cup Party for members and non-members. They watch the game on a big screen television which they sell tickets on and raffle off at half time. *(Hartney Elks Lodge – Manitoba)*

HABITAT FOR HUMANITY: The Regina and Craven Lodges took part in a project with the Regina Habitat for Humanity (HFH) Affiliate. They provided a good portion of the interior finishing work on a HFH house in north Regina. The team was ready and dressed for work in their purple hard hats and “Open the Purple Door” t-shirts. On December 3rd, 2009 the “Elks Crew” painted the entire inside of the house. Brother Dale Strandlund the Saskatchewan Elks Provincial HFH Coordinator was given the keys to the house and teams were put in place to finish the home. *(Regina and Craven Elks Lodges – Saskatchewan)*

HABITAT FOR HUMANITY: Ten members of Frobisher Bay Elks Lodge No. 570 volunteered their services preparing and cooking food for the media and volunteers during the first ever Midnight Sun build for Habitat for Humanity. This build shone light on Canada’s northern housing crisis. *(Frobisher Bay Elks Lodge – Nunavut)*

SAIL BOAT RACE: The Desperado Sail Boat Race with awards like the “The Best Dressed Sailors Pageant”, “The Hamar Cup for the Fastest Boat”, “the Rowdiest Crew Award” and “the Pietras Wysocki Trophy for Artistic Sailing”. *(Lac La Biche Elks Lodge – Alberta)*

SNOWMOBILE RALLY. The P.E.A.C.E. 100, (Police, Elks Assisting Community Education), snowmobile rally hosted by the Nipawin Elks Lodge No. 251. A rally whose proceeds go to the Drug Awareness Program. The event started in 1991 and has become well known throughout many Provinces in Canada. *(Nipawin Elks Lodge – Saskatchewan)*

TOY SHOW & SALE: The Drumheller Elks Lodge held their first annual Toy Show and Sale in March, 1995. The Show was a success with upwards of four hundred coming out over two days. They had enough exhibitors from various parts of Alberta to make up 42 display tables. The local Elks also served a pancake breakfast. *(Drumheller Elks Lodge – Alberta)*

OUTDOOR JUG CURLING FUNSPIEL: Since 2006 North Bay Elks has held an Outdoor Jug Curling Funspiel as a fundraising event. The combination of generous sponsors and active participants has allowed North Bay Lodge the good fortune to be able to call this event a great success worth repeating. The cost is \$30.00 per person and includes curling, a steak dinner and possibly a prize. Not curling? Not a problem! Dinner tickets are only \$10.00 each. Sponsorship package options are available. For more information on how to hold an event such as this, please contact Roland Fowler, Chairman of the Jug Curling Funspiel at 1-705-476-7701. Brother Roland is the driving force behind this event and its success. *(North Bay Elks Lodge No. 25 – Ontario)*

OTHER SUGGESTIONS FOR COMMUNITY EVENTS:

- Hold a spaghetti supper.
- Have a family night at a hockey game. Buy a whole section at a local hockey game and invite as many as possible minor hockey teams and all their parents.
- Sponsor a pumpkin carving contest at your mall. Supply the pumpkins, set the entry fee, and get prizes donated to the event.
- Photos with Santa (if the mall in your town does not have a Santa). All you need is a location, a good colour printer, and someone who is good with a digital camera. Charge prices accordingly.
- Hold a Sweethearts Ball on or about February 14th. This could be a dance for adults or for the whole family.
- Hold a St. Patrick's Day party on March 17th. Have some green beer.
- Host a Spring Break Event for adults or for the whole family.

FUND RAISING IDEAS



CASH RAFFLE: An annual fund raising project sponsored by the Vegreville Elks Lodge No. 143 is a Cash Raffle held during the Vegreville Agricultural Fair. Proceeds from the raffle are directed towards maintenance of the Hall, Elks Park and Pond, and cash donations to the Food Bank and Christmas Bureau. (*Vegreville Elks Lodge – Alberta*)

HAWG SOCIAL: Riverton Elks Lodge No. 530 holds an annual “Hawg Social” with a Harley Davidson motorcycle raffle. This project has provided funds for the Handi-Van Project, a heart monitor and defibrillator, in addition to regular yearly commitments, which include scholarships and program support in the community. (*Riverton Elks Lodge – Manitoba*)

INSTANT RANCHER: The Three Hills Elks Lodge came up with a novel idea to raise some money. They developed a draw with some unusual prizes. For \$50.00 you had a chance to become an instant rancher. The first prize was a Chevrolet 4 x 4 1/2 ton truck and 40 bred heifers. The approximate retail value of this grand prize was \$62,800. The Three Hills boys even set up a MasterCard and Visa account to accept phone orders. (*Three Hills Elks Lodge – Alberta*)

PANCAKE BREAKFASTS: Grand Forks Elks Lodge No. 493 hosts pancake breakfasts throughout the year in their community. (*Grand Forks Elks Lodge – British Columbia*)

RADIO-THON: In 2009 La Ronge Elks Lodge No. 554 held a Radio-thon to raise money for a new ultra sound machine for the La Ronge Health Centre. The full day event was kicked off by a silver collection pancake breakfast, followed by a hamburger sale, capped off with a cabaret, with all proceeds going towards the purchase of this much needed equipment. The event raised \$200,000.00 with \$30,000.00 of this total coming directly from the La Ronge Elks. (*La Ronge Elks Lodge – Saskatchewan*)

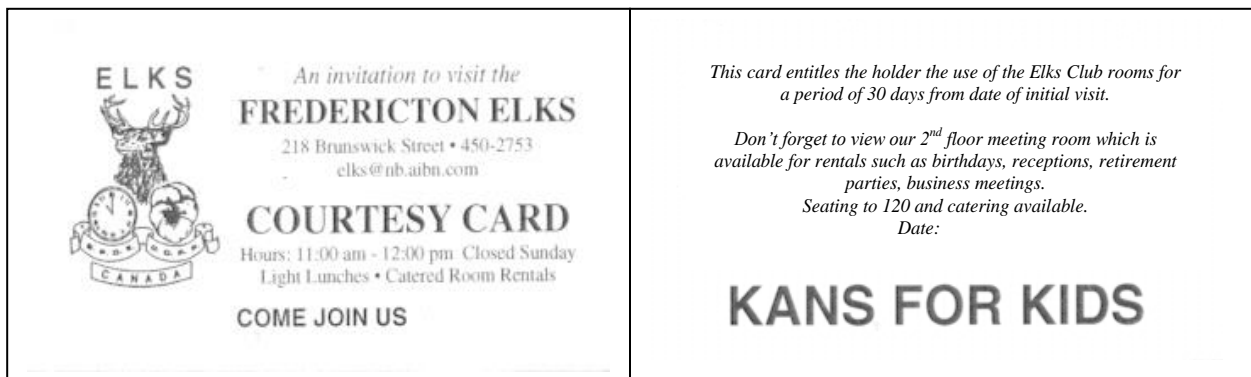
SCRAP IRON DRIVE: Deloraine Elks Lodge found themselves facing a \$7,000.00 tax bill as well as some repair bills for their Lodge and came up with a very unique way to raise money. The members realized there were a lot of old cars and farm machinery in the local area, so they decided to have a scrap iron drive. In the next two months approximately 160 tons of scrap iron was collected and sold realizing a profit of about \$8000.00 for the Lodge. Not only was the project good for the Lodge financially, but it also recycled about 60 old cars from the community. (*Deloraine – Manitoba*)

PROMOTION/PROJECTS



COMPLETE AN “ELKS PARK”: Starting in 1990, the Weyburn Elks began work on a children’s playground. Working with the city, the park took shape. Swings, slides, monkey bars, a tire roll and a climbing structure were the first items put in place. A small slide structure for the very young and a picnic table and benches were also added. The park has been a hub of activity for the young children in Weyburn and the Elks have donated over \$20,000 to the project. – *(Weyburn – Saskatchewan)*

COURTESY CARDS: Fredericton Elks Lodge has business size Courtesy Cards to hand out that entitles the holder of the card the use of the Elks Club Rooms for a period of 30 days from date of initial visit. The sample shows front and back of the card.



(Fredericton Elks Lodge – New Brunswick)

SERVE OUR TROOPS: In 2007, New Glasgow Elks Lodge No. 226 embarked on a program to send much sought after supplies to our troops serving in Afghanistan. Not everyday staples but items which are hard or impossible to obtain in that region of the world. With approximately 18-21 young people from their community/area serving in Afghanistan at the time, they decided they would ship 65 boxes for their local troops to share with their fellow Canadian troops. Families of local soldiers were involved in packing items for their own children. The Lodge received a tremendous response to their idea from businesses, service groups, church groups, and the public. Television and radio were also involved. *(New Glasgow Elks – Nova Scotia)*

MISCELLANEOUS



FRUIT RUN: In 2009, seven members of the Prince George Elks Lodge No. 122 left Prince George to make their annual fruit run. As in previous runs they met up with members of Osoyoos Elks Lodge No. 436, who bring the fruit to Kamloops at the home of Larry and Donna Mazur. This is where 6,700 pounds of apples and pears were transferred to a cube van and two trucks to be taken to St. Vincent de Paul Society in Prince George. Once there, the fruit is divided up and distributed to over eleven organizations. (*Prince George and Osoyoos Elks Lodges – British Columbia*)

INTERNATIONAL STEAK NITE, BETWEEN THE CANADIAN AND AMERICAN ELKS: An evening of socializing and great steaks was shared by some Manitoba Elks Lodges, and the American Lodge, Devils Lake. The eleven o'clock service of both countries concluded a very special and enjoyable evening. (*Morden, Altona, Winnipeg, Killarney and Emerson Elks Lodges – Manitoba*)

MASTERCARD/VISA PAYMENT OPTION: Has your Lodge ever considered the idea of establishing a Master Card or Visa payment option for your members to pay their Lodge membership dues? The easier it is for our members to pay, the less likely they will be to resign. Talk to your local bank and see what steps need to be taken to implement this payment option. If this isn't feasible then you may want to consider an automatic debit payment plan, so that members can choose to have their fees drawn out of their accounts automatically, monthly or annually. It certainly is worth considering.

PHOTOGRAPHS OF ELKS OR GENERAL PUBLIC: When the Osoyoos Lodge takes a picture of an individual or a group, Elks or general public, they provide the people in the picture with a copy of the photo. They send the picture in an envelope with the individuals name on it and the following stamped in the upper right hand corner.

With the compliments of
The Elks of Osoyoos Lodge #436
Don Chadderton
Publicity Director

(*Osoyoos Elks Lodge – British Columbia*)

TRADE DOLLARS/TOKENS: Collectors of Trade Dollars know about one Alberta Lodge, the Wildwood Elks. They have issued numerous souvenir medals and trade dollars. In fact, there are more varieties of issues from Wildwood than any other community in Canada. A list of available tokens has been published and is available from the Wildwood Elks. (*Wildwood – Alberta*)

PROVINCIAL/TERRITORIAL MEMBERSHIP CONTACTS

British Columbia

Randy Schellenberg

Ph. (250) 989-2122 (Res)
(250) 267-6506 (Cell)
rars4300@gmail.com

Alberta

Gordon McLeod

Ph. (780) 235-2614 (Cell)
g_mcleod@shaw.ca

Saskatchewan

Kyle Stevenson

Ph. (306) 294-7780 (Cell)
mel-kyle@live.com

Manitoba

Don Piett

Ph. (204) 373-2580 (Res)
(204) 319-0271 (Cell)
dtpiett@mts.net

Ontario

Heather Krauskopf

Ph. (705) 477-8990 (Res)
faithlovedreams@gmail.com

Quebec

Chantale Martel

Ph. (418) 662-0320 (Res)
girmar@hotmail.com

New Brunswick/PEI

Mitchell Gray

Ph. (506) 276-4318 (Res)
(506) 391-6165 (Cell)
mitchellgray@bellaliant.net

Newfoundland/Labrador

N/A

Territorial

N/A

INDEX OF SERVICES AVAILABLE TO A LODGE

For more information on any of the topics below please contact the National office at: 1-888-843-3557 (for service in French please ask for Alma) or email:

Cory Blair, Interim Executive Director / Director, Member Services	cblair@elksofcanada.ca	Ex 225
Alma Mossing, Administrative Assistant, Membership & Executive Services	amosing@elksofcanada.ca	Ex 222
Alissa Hill, Charities Coordinator –	ahill@elksofcanada.ca	Ex 231
Wes Stelmachowich, Sales/Purchasing Coordinator –	wstelmace@elksofcanada.ca	Ex 223
Janice Huber, Accounting Assistant –	jhuber@elksofcanada.ca	Ex 227

Membership/Marketing

- Funding for revitalization projects (eg. Membership nights, meals for prospective members, guest speakers, advertising) – **Cory, Alma**
- Funding for promotional projects (eg. Newspaper, radio and/or tv ads, billboards, murals, mailings) – **Cory**
- New Lodge development – **Cory**
- Lodge/Member conflict or concerns over Lodge operation - **Cory**
- Free Lodge specific brochures – **Alma**
- National education seminars for your Lodge – **Cory, Alma**
- Membership material (brochures, posters, displays, applications) – **Wes**
- Help designing ads and other promotional material – **Cory**
- Questions about membership records and/or historical background of your Lodge – **Alma**
- Questions about our National Membership Benefits program and general membership related questions – **Alma, Cory**

General Information

- Help with By-Laws, Constitution interpretation, Lodge management, parliamentary procedures – **Cory**
- Provincial, District concerns – **Cory**
- Lodge conflict or concerns over Lodge operation – **Cory**
- Inquiries about our national magazine, the “Canadian Elk” – **Cory**
- Comments on our national website, www.elksofcanada.ca – **Cory, Alma**
- Information on the national darts or curling championships – **Alma**
- Registration/information for National Convention – **Alma**
- Directory updates – **Alma**

Elks and Royal Purple Fund For Children

- \$500.00 per child immediate funding for fire cases in your area (no background financial information required) – **Alissa**
- Assistance to any child under the age of 19 (Lodge applies and background financial information is required) – **Alissa**
- Promotional brochures and items advertising the national charity – **Alissa, Cory**
- Information on provincial programs – **Alissa**
- Information on provincial gaming regulations – **Alissa**
- Fundraising ideas – **Alissa, Cory**
- Scholarships – **Alissa**
- Donations including memorials & Golden Book of Memories – **Janice, Alissa**

Financial

- “Guideline for an Internal Review” – a manual to help assist the Lodge set up proper financial records and practices – **Cory**
- Information on Lodge accounts and statements – **Janice**
- Assistance with National Membership Fee report forms – **Alma**
- Assistance with Annual Statistical report – **Alma, Janice**

GER Itinerary, Ritual & Ceremonies

- Information on where the Grand Exalted Ruler is at any given time – **Alma**
- Requests to have the GER plan a special visit to your Lodge – **Alma**
- Email and printed versions of Ritual & Ceremonies – **Alma**

Sales

- Elks promotional clothing and specialty items – **Wes, Cory**
- Full line of Lodge supplies and materials – **Wes, Cory, Alma**
- Special orders (eg. Lodge lapel pins, crests, plaques, trophies) – **Wes, Alma**
- Free membership material (brochures, kits, posters, membership applications) – **Wes, Alma**