



Zonta International District 8

Advancing the Status of Women Worldwide

Through service and advocacy

“A to Zonta”

2008 - 2010



ZONTA DISTRICT 8

www.zontadistrict8.org





HISTORIC

Zonta Code of Ethics

- To honor my work and consider it an opportunity for service.
- To increase the measure of that service by consistent self-improvement.
- To remember always that success is my goal and that a good conscience must accompany me all the way toward it.
- To be ambitious for the development of the business in which I am employed and for the improvement of its standards.
- To be convinced that unscrupulous means of gaining material advantage can bring nothing but failure to me and harm to others.
- To have toward all men and women the same attitude of fairness and square dealing that I have toward members of the Zonta Club.
- To keep ever before me the best of all creeds: Whatsoever ye would that men should do unto you, do ye even so unto them.



ZISVAW Fund (ZI Strategies to Eradicate Violence Against Women and Children)

The objectives of this fund are to establish community-wide partnerships to actively address violence issues, improve education and awareness of violence, and to promote activities internationally, regionally, and locally to reduce violence against women and children.

Z and Golden Z Clubs

Zonta clubs may sponsor Z clubs for secondary school students and Golden Z clubs for college and university students. These clubs perform service for their schools and communities and provide members opportunities to learn leadership skills.

(Zonta) Year

The Zonta year begins on June 1 and ends May 31.

Zonta

The name “Zonta” is derived from the Sioux Indian word meaning honest and trustworthy. It was officially adopted at the 1930 Convention in Seattle, WA. In September 1930, Zonta was incorporated under that name in the state of Illinois. ZI headquarters is in Chicago, IL.

Zonta Pin

Zonta’s membership pin is a symbol of our bond to Zonta. The pin is generally worn on the left side. The President wears the gavel pointing up while serving and pointing down after the completion of the term.

“Z” Fact #16:

G. Helen Brown of the Anchorage club served as chair of the Zonta International Z Club Committee from 1978-80 and wrote the Z Club manual which is still in use today.

“Z” Fact #1:

The Zonta Code of Ethics was proposed by the Buffalo Club and adopted at the first annual Zonta convention in 1921.

Amelia Earhart

Amelia was an early member of Zonta. Each year since 1938 we honor her with fellowships (scholarships) for young women pursuing PhD-level studies in aerospace science or engineering. To date, Zonta International has awarded 1,227 AE Fellowships totaling \$7 million US to over 1,000 women from 58 countries.

Amelia Earhart Fund

The Amelia Earhart Fund supports the ZI Amelia Earhart Fellowship Program which awards grants to women as stated above. The Foundation board determines the number of grants awarded each year based on contributions received.

Area

District 8 is divided into four areas. Area 1 is Idaho and Eastern Oregon; Area 2 is Western Washington south of Everett, Eastern Washington and Alaska; Area 4 is Western Oregon; and Area 5 is Northwestern Washington and British Columbia.

Area Director

Area Directors are elected each biennium and report to the District Governor. The ADs plan and coordinate activities in cooperation with the Governor and clubs; conduct an annual workshop and coordinate area leadership team meetings; and prepare and present regular reports at each District board meeting.

“Z” Fact #2:

Dr. Helen Pearce of Salem, OR was Zonta International President in 1938 when the Amelia Earhart Award was started. She served on the AE committee for many years.

YWPA Fund (Young Women in Public Affairs)

The fund was established in 1990 to encourage secondary school women, committed to leadership in public policy, government, and volunteer organizations. The ZI Foundation awards money to each District winner and to the international winners.

ZIFL

Each club should have a designated ZI Foundation Liaison (ZIFL) to work with the District’s Foundation Ambassador and to further educate the club about the Foundation and ZI’s international service projects in addition to encouraging club and member donations to the Foundation.

Zontian Magazine

The Zontian Magazine is the official registered publication of Zonta International and is provided as part of your Zonta membership. It is produced by ZI and the program issues of each biennium is of particular interest.

Zonta Store

Zonta Stores are conducted at District events and sometimes Area Workshops to sell club products. Typically these are open during non-business session hours and staffed by club members. Profits go to the individual club treasury unless otherwise stated.

“Z” Fact #15:

1992-1994 International President Chief Folake’ Solanke attended the District 8 Conference held in Anchorage, AK in 1993.

United Nations Committee

This committee promotes awareness of the UN, its agencies, and programs, and the relationship between the UN and ZI. It creates awareness of the UN Day on 24 October and other UN commemorations. Its activities should be in concert with the ZI UN Committee.

Vice Area Director

Vice Area Directors are elected each biennium and work with the Lt. Governor and are members of the District OMC committee. The role of a Vice AD is often a preparation for the role of Area Director. Vice Area Directors have no vote on the District board except in the absence of the Director.

Web Site

The ZI web site is www.zonta.org and the District web site is www.zontaDistrict8.org. Many individual clubs also have web sites.

WHPPI Fund (World Headquarters Property Preservation and Improvement)

This fund provides for the maintenance of Zonta's World Headquarters office in Chicago, Illinois USA. Contributions to the WHPPI Fund ensure that the Zonta's Headquarters has bright lights, clean windows and efficient workspaces for Boards, International Committees and Zonta's professional staff. The space is owned by the ZI Foundation and ZI pays rent at fair market value for its share.

"Z" Fact #14:

Selma Starns of the Corvallis, OR club served as chair of the Zonta International Finance Committee from 1970-1972

Area Workshop

District 8 holds workshops in the Spring of each year. Areas 2 and 5 conduct a joint workshop, and Areas 1 and 4 conduct separate workshops. Workshops are typically a daylong Saturday session that provide training and information for attendees. Area Directors are responsible for the conduct of each workshop.

Bylaws

Bylaws are a code of rules of a permanent nature adopted by an organization, defining its primary characteristics and prescribing how the organization functions. Updates of Zonta International Bylaws occur following Conventions.

Individual clubs also have bylaws that pertain to the club only and conform with the model club bylaws maintained by ZI to comply with ZI Bylaws. A club's bylaws should be reviewed and updated following conventions. A club's bylaws are supplemented by any standing rules or procedures the club has adopted.

Board Meetings

Clubs should hold board meetings monthly. Board members include the President, Vice President, Secretary, Treasurer and at least two directors. In some instances clubs have elected other board members as necessary to conduct the business of the club. All board members should attend board meetings.

"Z" Fact #3:

District 8 consists of clubs in Alaska, Idaho, Oregon, Washington and British Columbia.

Buffalo, NY

Zonta was formed in 1919 in Buffalo, New York on November 8. The original 9 charter clubs included: Binghamton, Buffalo, Elmira, Ithaca, Rochester, Syracuse, and Utica, NY; Detroit, MI, and Erie, PA.

Centurions

Centurions are appointed at the option of the Governor at the start of each biennium. Centurions hold office at the pleasure of the Governor. They should have an in-depth knowledge of Zonta procedures and extensive Zonta experience, preferably as a past member of the District Board. They must also have proven ability in the organization of Zonta clubs and/or in membership recruitment and retention.

Clubs

The individual club is the basic organizational unit of Zonta International. Clubs are organized with a minimum of 20 members and pursue their goals through mandatory (standing) and optional committees. A charter presented to the club on formation is retained as long as the club meets all obligations for membership in Zonta International.

Classification

A classification is an occupation in a business or profession as listed in the Marian de Forest Membership and Classification Manual.

Club Officers Report

The Club President completes this form annually. A copy goes to ZI via fax or mail for its next Directory and a copy is sent to the District Governor. The due date for this form is May 1 of each year. The Club President signs the form.

“Z” Fact #4:

The oldest clubs in District 8, Olympia, Tacoma, Portland and Everett clubs were chartered in 1928 and 1929 respectively.

Rose Fund

The Rose Fund gives every member the opportunity to expand the work of ZI. Contributions are not designated for particular projects, but may be used for development, support costs, administration of service programs or service program direct support at the discretion of the Foundation board. This is an unrestricted fund.

Sponsoring, Organizing, and Mentoring (SOM)

The SOM committee organizes a new Zonta club in a District. Clubs may undertake to SOM a new Zonta Club or underwrite a portion of establishing a new Club.

Symbol

Zonta’s symbol is the yellow rose.

Tax Status (US)

ZI is a non-profit organization under Sec 501(c)(4) of the IRS Code. The ZI Foundation is a charitable non-profit under Sec 501(c)(3) of the IRS Code. Zonta clubs have the same federal income tax status as ZI. Clubs are not considered charitable organizations unless they have a foundation.

Treasurer

An elected District or Club officer who is responsible for the financial administration of the organization. The treasurer collects and processes dues and ensures bills are paid in a timely manner.

“Z” Fact #13:

District 8 former Governor Leta Best was an International Director during the 1996-1998 biennium.

Quorum

Normally set by club bylaws, this is the minimum number of voting members who must be present to legally transact business. A quorum always refers to the number of members present, not to the number of members actually voting. In the absence of a quorum, business requiring a vote is postponed. The ZI bylaws require that a quorum for a club meeting be at least one-fourth of the members, and the quorum for club board meetings is a majority of the members of the board.

Region

A geographic territory containing Zonta clubs but not qualifying as a District because membership is under 150. There is one Region currently in ZI.

Rose

The Zonta flower is the yellow rose.

Rose Day

March 8th is Zonta Rose Day, a day to reflect on the achievements of the past year and prepare for the challenges ahead to advance the status of women worldwide. The United Nations established International Women's Day in 1977 to celebrate the rights of women and international peace. However, its history stretches back to the early 1900s, when women's organizations used the day to rally support for their causes: from the universal suffrage movement to the protest of poor working conditions. All Zontians worldwide are encouraged to commemorate Zonta Rose Day/International Women's Day in whatever manner is appropriate in their countries and areas, using the symbol of the yellow rose.

"Z" Fact #12:

District 8 former Governor Fran Soule' was an International Director during the 1988-1990 biennium.

Colors

Zonta's colors are mahogany and gold.

Committees

Zonta clubs have committees in order to implement projects and achieve goals. Members are encouraged to serve on committees and share their expertise and skills. Mandatory (standing) committees include:

- Service
- Organization, Membership, and Classification
- Public Relations and Communications
- United Nations
- Finance
- Legislative Awareness and Advocacy

Conference (District)

In District 8, a Conference is conducted in odd numbered years and sponsored by a local club. The Governor works closely with the Conference Chair or Co-Chairs to ensure the Conference promotes the objects and programs of ZI. At the Conference, the business of the District is conducted, elections are held, the District budget is adopted for the following biennium and amendments to resolutions, bylaws, and rules of procedures are considered and voted upon. Most importantly, the Conference provides a forum to inform, instruct, and educate District members about ZI, with an emphasis on its role as an international organization.

The 2009 District 8 Conference will be in Walla Walla October 1-3.

"Z" Fact #5:

International Conventions have been held in our District 8 three times – Seattle in 1930, Sun Valley, Idaho in 1956, and Portland in 1972.

Convention (International)

The ZI Convention is conducted each biennium in even numbered years. The purpose of the Convention is to present an informative, motivational, and educational program; determine the policies of ZI; elect the ZI officers and directors and members of the nominating committee; make any amendments to the bylaws; vote on dues and fees; vote on resolutions and goals that establish the international service projects and programs; and consider other business that may properly come before the Convention assembly. The first ZI Convention was held in Syracuse, NY in 1921.

Delegate

A person elected by the club to formally represent the club in voting at Convention, District, or area meetings is the club's delegate. Delegates are responsible for knowing the will of the club they represent and voting accordingly. Clubs with more than 40 members are entitled to two delegates and clubs with more than 80 members are entitled to three delegates .

District

For administrative purposes, ZI divides the world into Districts, each under the supervision of an elected Governor and elected board members that include the Lieutenant Governor, Treasurer, and Area Directors. The Governor appoints a Secretary for the Board who is a non-voting member. The Governor and board members set goals and develop long-range planning for the District. The ZI manual specifies that a District must have at least 150 members.

"Z" Fact #6:

The next international convention will be in San Antonio, Texas in 2010.

Objects of ZI

- To provide service at the global and local levels.
- To improve the legal, political, economic, education, health, and professional status of women through service and advocacy.
- To work for the advancement of understanding, goodwill, and peace through a world fellowship of executives in business and the professions.
- To promote justice and universal respect for human rights and fundamental freedoms.
- To be united internationally to foster high ethical standards, to implement service programs, and to provide mutual support and fellowship for members who serve their communities, their nations, and the world.

Organization, Membership and Classification (OMC)

OMC is a standing club, District and ZI committee responsible for membership activities and club development. This committee uses the Marian de Forest Manual as a reference, which is available on the ZI website.

Proxy

A proxy allows a club unable to be represented at a Conference/Convention to authorize another club to represent it in voting at the Conference/Convention. A club may be represented by only one proxy vote regardless of the number of members in the club.

"Z" Fact #11:

Ellen Harris of Vancouver, BC, Canada was the Zonta International President during the 1960-1962 biennium.

Lieutenant Governor

The Lt. Governor reports to the Governor and provides assistance to the Governor. The role of Lt. Governor is often a preparation for the role of Governor, subject to election at district conference. The Lt. Governor is a member of the Zonta International OMC committee.

Marian de Forest

Marian de Forest was a founder of Zonta International in 1919 and the membership and classification manual is in her name.

Mission

Zonta International is a global organization of executives and professionals working together to advance the status of women worldwide through service and advocacy.

Nominating Committee

All clubs are required to have a nominating committee which is elected by the club. The nominating committee seeks suitably qualified candidates for elected positions. The nominating committee consists of at least three members who are knowledgeable about the club, its members, and the qualifications required for each club office position.

“Z” Fact #10:

The District 8 Service Project is the funding of an endowment for a scholarship at the Lester Pearson College of the Pacific in Victoria BC, Canada (a World College). Clubs are also encouraged to “adopt” students and provide funds for snacks and other tokens of friendship through the District liaison, usually a Victoria Zontian.

Emblem

Zonta’s emblem is a composite of five Sioux symbols that individually mean: ray of light, to stand with, to carry together, shelter and on the square (honest and trustworthy).

Foundation

The ZI Foundation was founded in 1984 to administer the service programs and projects of ZI. The Foundation receives, raises, and invests funds for the service programs of ZI. The monies administered by the Foundation are for the main part donated by Zonta clubs and individual members. It is recommended that clubs give one third of the service funds raised to the Foundation.

Foundation Ambassadors

Foundation Ambassadors are appointed by the Governor at the start of the biennium and hold office at the pleasure of the Governor. A detailed job description is available from the Foundation office at Headquarters. They should be interested in and knowledgeable about the Foundation and the program and projects it funds. They must also be willing to appear at club, Area, and District meetings to promote the Foundation and solicit contributions.

Foundation Endowment Fund

The Endowment Fund provides for the future of Zonta programs. A contribution to this fund is a lasting gift that is invested and only the earnings are used. To keep up with inflation, some portion of the earnings is reinvested. The investments are made for long-term returns, on advice from the Foundation finance committee. Funds may be used for service commitments, for administrative support services, for the development of new projects, and for emergencies.

“Z” Fact #7:

Caroline Wilkins of Corvallis is currently serving on the Zonta International Foundation Board and is chair of the Foundation Development Committee.

Governor

The Governor is the link between the Districts and the ZI Board (through the assigned liaison) and administers the affairs of the District. The Governor is elected at the District Conference in the odd numbered year of the biennium and takes office at the International Convention the following (even) year. The Governor holds the position for two years or until a successor takes office.

Governor's Seminar

In District 8, a Governor's Seminar is conducted in even years and sponsored by a local club. The Governor works closely with the Seminar Chair or Co-Chairs to ensure the Seminar promotes the objects and programs of ZI. There is no voting or any elections held at the seminar.

Honorary Members

In recognition of international or national achievements, election to International Honorary Membership shall be by a two-thirds vote of the ZI board. Membership shall carry with it none of the rights and obligations of membership. The holder shall be entitled to attend and speak at ZI Conventions, District Conferences, and club meetings. Individual clubs may also have honorary members in accordance with their club bylaws.

Induction

New members are accepted into a club through an induction ceremony conducted by the Club President or visiting official. The ceremony is in the Zonta Club Manual.

"Z" Fact #8:

In the 1920's our area was known as the "Western District." We became "District E" in 1926 and were then renamed "District VI" in 1929. District VI became District VIII in 1948.

Installation

New officers are installed into a club through an installation ceremony conducted by a former club President or visiting official. The basic ceremony is in the Zonta Club Manual.

International Service Fund

This fund supports the International Service Projects adopted each biennium by the Convention body. Each biennium new projects are presented for approval, and Delegates from each club place votes for these projects based on the wishes of their club.

IRS Form 990

Clubs in the United States with gross revenue from all sources totaling \$25,000 or more must file an IRS 990 annually by October 15. ZI files a group return for clubs with \$25,000 or more in revenue that request to be included in this return by August 31. **American clubs with total gross revenues of \$25,000 or less are now required by the IRS to file a NEW Form 990-N (e-Postcard), which must be filed electronically.**

Jane M. Klausman Scholarship Fund

Jane Klausman was a member of the Zonta Club of Syracuse, NY and a ZI Parliamentarian. The interest earned from her bequest of over \$500,000 is intended to fund scholarships for women pursuing careers in business. In 1997, the ZI Foundation established an endowment with the funds and developed the Jane M. Klausman Women in Business scholarship program.

"Z" Fact #9:

ZI had an environmental study tour of Oregon in 1991 with International President Leneen Forde as part of the group.