



## Club Admin Checklist- August 2025 (Mid Month)

DONE

ACTIONED BY

### Communication/News/Calendar/Events

#### **CHRISTMAS CAKES – Have you ordered your Christmas Cakes & Puddings?**

Attached is the order form, please note this year that the cake display trays are not in each box, so you need to complete the section indicating how many trays you would like.

**CHRISTMAS CAKES –** Di Henderson Cake Chair person is collecting data from each club who sell Lions Christmas Cakes & Puddings. Every year she gets calls asking which clubs are selling cakes, If you can please complete the form and email to [hendodi@bigind.net.au](mailto:hendodi@bigind.net.au) so that she can compile a list. Thank you

**CHRISTMAS CAKES – Gluten Free Cakes Check your stock!:** The Gluten Free Cakes should contain 10 cakes per carton, unfortunately some clubs only received 8 per carton. If you can please check your stock and if you have only received 8 cakes in the carton please contact Traditional Foods for a refund and advise batch code so that they can trace back to production/warehouse:

Stephen Health, Traditional Foods, Factory 12 Zilla Court, Dandenong South, Vic  
3175 Tel: 03 9793 7700 or 0418 321 564

**SOCIAL MEDIA WORKSHOP – ZOOM with Sophie Cufflin District 201Q1 Social Media and Public Relations on Thursday 28<sup>th</sup> August 7pm.** Come and join us to find out the importance of clubs having social media pages, learn more about Reels, Carousels and Stories – who they are for and how to create them. Join Sophie on Zoom [www.lions201q1.org.au/zoom](http://www.lions201q1.org.au/zoom)





**POSITION VACANT – Q1 Director of Camp Duckadang.** If you are interested in the Q1 Director position at Camp Duckadang please **contact DG Stuart Perrett** [dg.q1@lions.org.au](mailto:dg.q1@lions.org.au) or Cabinet Secretary Christine [cabsec.q1@lions.org.au](mailto:cabsec.q1@lions.org.au)

**LATEST NEWS/EVENTS - REMINDER TO CHECK WEEKLY ON EVENTS AND THE LATEST NEWS WHICH IS UPDATED AS IT HAPPENS**  
[www.lions201q1.org.au/news](http://www.lions201q1.org.au/news) *Check weekly for updates.*

**MONTHLY Q&A ON ZOOM** – Do you have question? or want to find our more? Join us on Zoom on the last Sunday of the month @6pm (Brisbane time) next one is Sunday 31<sup>st</sup> August.  
[www.lions201q1.org.au/zoom](http://www.lions201q1.org.au/zoom)

**CONVENTION REGISTRATIONS ARE NOW OPEN;** accommodation info is available on the district website - [www.lions201q1.org.au](http://www.lions201q1.org.au) - All motels are reserved for Lions, you must **ring directly to make bookings**, NO ONLINE BOOKINGS AVAILABLE.

## SEPTEMBER

Please add Childhood Cancer to your list for September Awareness Days:

☐ **Childhood Cancer Awareness Month - All of September**  
further details are available [www.alccrf.lions.org.au/about/newsletters](http://www.alccrf.lions.org.au/about/newsletters)

