



# 2019 Member Guidebook

Hello from Quota!



Quota International is a non-profit organization empowering women, children, the deaf and hard-of-hearing, and people with speech difficulties in local communities around the world.

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[www.quotainternational.org](http://www.quotainternational.org)

# QUOTA MILESTONES

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## 1919

Quota Club International, Inc., is founded by Wanda Frey Joiner in Buffalo, New York, United States, one year before the United States grants women the right to vote.

Quota International becomes the first international, women-only service organization in the world.

## 1940s

During World War II, Quota members support the Red Cross and volunteer for other war and defense projects. After the war, Quota International sends a representative to the White House to urge the inclusion of female delegates in conferences and agencies, both nationally and internationally.

## 1960s

Quota International partners with the international relief organization, CARE, supporting solutions to poverty for more than 25 years.

The Club-to-Club (now Hand-in-Hand) initiative is launched for Quota Clubs in any country to contribute to the service work of Quota Clubs in developing countries.

## 1983

## 1995

Quota International begins awarding large research grants focused on bettering the lives of the deaf and hearing-impaired. The House Ear Institute, in Los Angeles, California is granted \$100,000 and the Children's Cochlear Implant Center in Sydney, New South Wales, receives \$25,000 for continued research.

Quota International's newly named We Share Foundation wins the Blue Ribbon Award from the United Nations Association for its Club-to-Club World Service and Volunteers in Action initiatives.

## 2019

## 2000

Quota International Inc. celebrates 100 years of outstanding service in local communities around the world.

# 1919 - 2019

# Quota International

## Board of Directors

The Board of Directors consists of the President, President-Elect/Treasurer and three Vice Presidents, all elected for 2-year terms. These elections take place at the biennial International Convention.

### Quota International, Inc.

Brisbane, QLD, Australia & Washington, D. C.

Quota International, Inc. is a non-profit organization of more than 5,000 members empowering women, children, the deaf, hard-of-hearing, and speech-impaired in local communities around the world. Quota International was founded in 1919 as the first international women's service organization.

### We Share Foundation

Washington, D. C.

The We Share Foundation is funded 100% by donations from Quota Clubs, members, and individual donors. The foundation supports humanitarian projects & volunteer programs empowering women, children, the deaf, hard-of-hearing, and speech-impaired in communities around the world.

## Regions

21 regions oversee 250 clubs in 14 countries:  
*Australia, New Zealand, Fiji, Philippines, Malaysia, India, Canada, Netherlands, Trinidad and Tobago, Aruba, Sint Eustatius, Curaçao, Suriname, & the United States.*

The 21 Regional Directors are in charge of annual Regional Meetings for club members and delegates. The Directors also represent their regions at the biennial International Convention.

## Clubs

Each club elects their own President, Vice President, and Secretary according to their bylaws. Clubs members coordinate community projects, including the Signature Service Projects listed below.

### Buckets of Love

Various containers are filled with food, healthcare items, cleaning supplies and other needs for women & children.

### Sound Beginnings

'Baby's first hearing aids,' free hearing screenings, sound amplification systems for schools, and education & workforce training opportunities.

### JQ Leadership

School children are mentored to become community leaders by coordinating service projects.

### Scholarships & Grants

Funds are given to students serving the deaf & hard-of-hearing community, and grants to groups bettering their communities.

### International World Service

Projects support educational development, health & well being, and workforce development in developing countries.

### Cops N Kids/QuoCKa Literacy

Book drives collect books for local schools, libraries, & community centers for local law enforcement officers to read to children.

### Other Localized Projects

Quota Cares Teddy Bears and Bears & Badges provide teddy bears to traumatized children.  
Listen Up Turn It Down educates about healthy hearing.  
Signing Santa gives deaf children the chance to speak (sign) with Santa.

## MEET THE INTERNATIONAL BOARD



From top left clockwise: Vice President Brenda Cherry, President Emilie Simon, President-elect/Treasurer Carol Patin, and Vice Presidents Jan Rhodes & Luz Marina Gonzalez

President Emilie Simon, Manila, Philippines

President-elect/Treasurer Dr. Carol Patin, Baton Rouge, Louisiana, United States

Vice President Brenda Cherry, Wooster, Ohio, United States

Vice President Luz Marina Gonzalez, Aruba

Vice President Jan Rhodes, Papakura, New Zealand

2018-2020

# **RESOURCES TO GET YOU STARTED**

Resources to get you going are provided on the website.

1. To see how Quota members are making a difference, visit [www.quotainternational.org](http://www.quotainternational.org) scroll to the bottom of the home page and click on the map labeled "Where We Work".
2. The Quota International website has a dedicated members section. Under the "Members" drop down tab and "Leader Resources," you can find the following:
  - Club and Regional Newsletters.
  - Order forms for Quota supplies including jewelry and t-shirts.
  - Quota Awards information and deadline details.
  - Bylaws, organizational structure information, the strategic plan, and rules of procedure.
4. You can follow Quota's Facebook page at [www.facebook.com/QuotaInternational/](http://www.facebook.com/QuotaInternational/)
5. You can subscribe to our blog to read posts from Quota staff and leaders at [www.teamquota.org](http://www.teamquota.org)



Photo: Quota International of Beckley, United States

[www.quotainternational.org](http://www.quotainternational.org)

## YOU ARE INVITED

We invite you to attend your next Regional Meeting in April/May of 2018 to be inspired, encouraged, and connected to members. Regional Meeting dates can be found on the website under the "Members" tab in "Leader Resources". Your club president should also have these details.

The 2020 International Convention will be held July 9th -11th, 2020, in Grand Rapids Michigan, United States, celebrating the end of our 100th anniversary year celebration.

The purpose of convention is to have fun and fellowship with other Quotarians, and conduct the business of Quota International: elect its international officers, chart the future of the organization, become more acquainted with Quota as an international body, and educate through workshops, and personal development courses.

Past International Presidents, International Officers, Regional Directors, and a delegate from each club, make up the voting body of the convention.

More information on registration, the convention schedule, hotel details and pre- and post-tour details can be found on the Quota website [www.quotainternational.org](http://www.quotainternational.org)



## YOUR QUOTA CLUB

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# Club Officers and Committees

### Club President

- Coordinates with predecessor about transferring responsibilities.
- Presides at all meetings and acts as chair of the club's board of directors.
- Appoints all committee chairs unless otherwise stated in the bylaws. Committee chairs can be nominated by club members who then make up the committee members.
- Is an ex-officio member of all committees except the nominating committee.
- Makes parliamentary decisions and rulings even if there is an official parliamentarian to consult. If there is no parliamentarian, the Club President should refer to Robert's Rules of Procedure as a point of reference.
- Votes only to make or break a tie in voice or roll call vote. If there is a tie, the president often gives a chance for both sides to discuss their proposals. Then the president requests the body to vote again until a majority vote can be attained.
- Votes as any other member in a ballot vote; cannot break a tie in a ballot vote.
- Keeps members informed of regional announcements and international news.
- Communicates with Regional Director, Quota staff and International Board members. The Club President can delegate to the Club Secretary or Club Treasurer to be the point of communication where appropriate, such as the submission of international and regional dues.
- Consults club program chairs and/or special committee chairs when planning special events.
- Ensures the completion of the club annual report each year and submits to headquarters.

### Club President-Elect or Vice President

- Coordinates with predecessor about transferring responsibilities.
- Serves as a member of the club's board of directors.
- Assists and advises the President in the performance of duties when called upon.
- Presides at meetings in the absence of the President.
- Performs the duties of the President in her or his absence or inability to serve.
- Oversees new membership, initiatives, and organization in neighboring communities, appointing teams when they are not personally involved.

### Club Secretary/Treasurer

#### Club Secretary

- Coordinates with predecessor about transferring responsibilities.
- Keeps accurate and concise minutes of all business transactions at board and club meetings and distributes them at subsequent meetings.
- Assists the President in preparing meeting agendas.
- Prepares reports for the international office with President's input.
- Answers letters as requested by the President or Board of Directors.
- Keeps files of all important and pertinent correspondence.
- Maintains complete and up-to-date copies of the club's bylaws and other organizational documents.

## Club Treasurer

- Coordinates with predecessor about transferring responsibilities.
- Is custodian of all club funds unless otherwise stated in bylaws.
- Collects dues and submits notices to members.
- Receives and disburses all funds by check, as authorized.
- Keeps records of all financial transactions, and reports finalized standing as required by the board.
- Creates and presents an itemized, written, monthly and annual report of receipts and disbursements. The Treasurer often sends these reports by email to all the members prior to every meeting which are then read at the next meeting.
- The treasurer brings the updated bank book or bank statements to each meeting.
- Attends to annual tax reports – local, state, provincial or national. Often assisted by the club auditor if the club has a club auditor assigned.

The treasurer holds an extremely important position as custodian of the club's funds and chair of the club's budget and finance committee. Treasurers should be detail oriented, have basic math skills, be willing to learn, and be bonded (insured). This coverage can be secured through an insurance agent. Some clubs have an assistant treasurer who is preparing to assume the job of treasurer in the future. Local club bylaws must be amended to provide for this position.

## Committees

### Membership Committee:

Each club should have an ongoing membership committee that is involved in regular recruitment. The committee's day-to-day responsibilities should include approaching professionals and businesses in town that relate to the mission (including school teachers, school administrators, health care persons, audiologists, and speech pathologists). The committee should also sponsor special functions dedicated to membership, as well as following up on new member recommendations.

### Service Committees:

Every club should have committees to correspond with serving women, children, the deaf, hard of hearing and speech-impaired.

All committees should:

- Handle club business that falls under their jurisdiction.
- Hold meetings with the President soon after appointment to plan their work. Usually at the beginning of each financial year each committee will be notified of their working budget as approved by the body.
- Submit tentative budgets and programs for approval by the board and the membership.
- Keep records of work and submit annual reports of work accomplished to the President at the end of the fiscal year.

Other committees might include:

- |                                |               |                                                               |
|--------------------------------|---------------|---------------------------------------------------------------|
| • Ways and means (fundraising) | • Audit       | • Scholarship                                                 |
| • Financial                    | • Fundraising | • Events                                                      |
| • Marketing                    | • Governance  | • Inter-club relations (outreach to other Quota clubs nearby) |

Additional Notes: Some clubs have a few other board positions like Financial Secretary and a 1st and 2nd Vice President. Clubs also might have one- and two-year board members. The one-year board members are members asked for specific reasons (maybe to help a President who requires help) and the two-year board members are in place for continuity purposes.

# QUOTA CLUB SIGNATURE PROJECTS

Buckets of Love  
Cops 'N Kids/QuoCKa Literacy  
JQ (Junior Quota) Leadership  
Scholarships and Community Grants  
Sound Beginnings  
International World Service  
Other Special projects

Photos clockwise from top left: Quota International of Wilmington, Unites States, In Her Shoes Donation; Quota International of Gold Coast, Australia, Cops 'N Kids/QuoCKa Literacy; Quota International of Minneapolis, United States, Signing Santa; Quota International of Cebu South, Philippines, We-Share-A-Bakery; Quota International of Beenleigh, Australia, JQ Quota Care Bears.



## WHERE WE WORK

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ARUBA

AUSTRALIA

CANADA

CURACAO

FIJI

INDIA

MALAYSIA

NETHERLANDS

NEW ZEALAND

PHILIPPINES

SINT EUSTATIUS

SURINAME

TRINIDAD AND TOBAGO

UNITED STATES



# QUOTA CLUB SIGNATURE PROJECTS

## BUCKETS OF LOVE

Since 1942, Quota Clubs have been gathering donations for women and children receiving help from food pantries, homeless or abuse shelters, community centers, medical centers, hospitals, and schools. This project has grown from a project supporting the troops in WWII into much more. Buckets are filled with food and clothing, healthcare and cleaning supplies, diaries and journals, toys and games, books, and school supplies. 'Buckets' are also baskets, backpacks, hampers, lunch pails, purses, and shoe boxes.

## COPS 'N KIDS/QUOCKA LITERACY

Quota Clubs have been supporting Cops 'N Kids since 1998 when the program was founded by Police Officer Julia Burney Witherspoon in Racine, Wisconsin. Books are collected and donated to schools, libraries, community centers, and police departments where officers read to children. More than 1 million books have been given away by the Quota Club of Bethlehem, Pennsylvania. Quota Clubs in Australia fondly call this program QuoCKa/Quota Cops 'N Kids.



## JQ (JUNIOR QUOTA) LEADERSHIP

The first JQ Club launched in 2004. Every year hundreds of high school and college students are mentored throughout Australia, Canada, the Philippines, and the United States to develop leadership skills in their communities. Junior Quota members provide comfort at women's shelters, make blankets for Project Linus, fill shoe boxes for Operation Christmas Child, collect food for local food banks, clean up public areas, raise funds for cancer research, and so much more.

## SCHOLARSHIPS AND GRANTS

Quota International was founded with the mission of encouraging young women to go to and stay in school. Since 1919, Quotarians have granted millions of dollars in college scholarships to deaf or hard of hearing students or those who pursue a degree assisting people who are deaf or hard of hearing. Millions of dollars have also been donated to social service agencies providing assistance to women and children, and deaf and hard of hearing in over 250 Quota communities.



## SOUND BEGINNINGS

Sound Beginnings began in 1979 with the Shatter Silence program. Quotarians have granted scholarships to deaf students, supported legislation, donated medical equipment for mandated in-hospital newborn hearing screenings, and funded research grants for bettering the lives of deaf or hard-of-hearing. Sound Beginnings projects include offering hearing aid collection and donations, hearing and speech clinics, and classroom sound amplification systems. Educational and workforce training projects also provide Sound Beginnings for all women and children.

## INTERNATIONAL WORLD SERVICE

The first World Service Hand in Hand project began in 1983 with the Quota Home for Abandoned and Destitute Women in New Delhi, India. Since then, International World Service has grown to fund projects in two dozen towns and villages in five developing countries. Quota Clubs host International Women's Day Celebrations and public awareness events, raising over \$1 million USD to support Health and Well Being, Educational Development, and Workforce Development projects assisting mothers and babies living in dire conditions.



## OTHER SPECIAL PROJECTS

- Quota Cares Teddy Bears and Bears & Badges are supported by members donating bears to social workers, emergency services, and hospital staff to give to traumatized children.
- Listen Up Turn It Down healthy hearing curriculum is shared by members in the classroom and in the streets offering free ear plugs at loud events including Carnival in Aruba.
- Signing Santa events are hosted by members giving deaf children the opportunity to speak/sign with Santa.



## PHOTOS

Left page: Quota International of Valdosta, Unites States, Buckets of Love; Quota International of Waterloo, United States, Cops 'N Kids.

Right page: Quota International of Davao City, Philippines, Enrichment for Kindergarteners; Quota International of DLF City, India, Project Shiksha.

# QUOTA INTERNATIONAL'S WE SHARE FOUNDATION WORLD SERVICE HAND-IN-HAND PROJECTS 2017 -2018

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Since 1983, more than \$1 USD million has been donated by Quota clubs and members to the We Share Foundation for the Hand-in-Hand projects in five low-income countries. Small acts of kindness often make the biggest difference for people living in poverty. Quota Members make such a difference through our award-winning Hand in Hand World Service projects providing basic needs for women, children, the deaf, hard of hearing and speech-impaired. These projects focus on *Health and Wellbeing*, *Educational Development* and *Workforce Development*.



Children in India receive much-needed food from Quota International of DLF City Members at a Children's Day celebration.

FIJI ~ INDIA ~ MALAYSIA ~ PHILIPPINES ~ SURINAME  
Health and Wellbeing | Educational Development | Workforce Development

# QUOTA INTERNATIONAL'S WE SHARE FOUNDATION WORLD SERVICE HAND-IN-HAND PROJECTS 2017 -2018

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## India:

Adopt a Village; Electricity and Running Water for Families - New Delhi

Project Shiksha - DLF City

Preschool and Home for the Aged - Sainik Farms

## Malaysia:

Life Coaching and Job Skills for Women, Children, and the Deaf - Kuala Lumpur

## Suriname:

Stuka Prisiri: Enjoy Learning!

## Philippines:

Vaccines for the Children and Building Bridges for the Deaf - Las Piñas

Community Medical Mission Events - Parañaque

Build a Kitchen for Special Disabilities School - Metro Cebu

Responsible Citizens; Combating Malnutrition in Children - Quezon City

Sign Language and Braille Literacy Program – Cebu East

Learning Resource Center for Deaf Students - Pampanga

Enrichment for Kindergarteners - Davao City

Leganes Deaf Resource Clinic - Iloilo

Vocational Training for Deaf Students - Mandaue

Special Education Computer Lab - Manila South

Livelihood Skills, Sewing, Weaving, and Baking for the Hearing Impaired - Cebu

We-Share-A-Bakery Livelihood Training Program - Cebu South

Stitch for a Living - Legazpi-Mayon

Empowering Women and Children through Education and Workshops - Manila

Learn to Earn - Angeles

# Health and Wellbeing

Health and Wellbeing Hand-in-Hand World Service projects create safer and healthier environments for people living below the poverty line. Living in poverty can spread many illnesses that are preventable especially if living without electricity and running water. Quota members fill in the gaps providing: diagnostic equipment; screenings for health, hearing, and vision; vaccinations and emergency care; and supplies for medical centers, including fans and medication. Children whose mothers are in prison or are living in poverty also receive clothing and uniforms, nutritious school lunches, meals at day care centers, and a place to put their head at night.

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**India** Adopt a Village; Electricity and Running Water for Families - New Delhi

**Malaysia** Life Coaching and Job Skills for Women, Children, and the deaf - Kuala Lumpur

**Philippines** Vaccines for the Children and Building Bridges for the Deaf - Las Piñas  
Community Medical Mission Events - Parañaque  
Build a Kitchen for Special Disabilities School - Metro Cebu  
Responsible Citizens; Combating Malnutrition in Children - Quezon City



Photo: Quota  
International of  
Quezon City,  
Philippines,  
Medical  
Missions project

# Educational Development

Educational Development Hand-in-Hand World Service projects ensure that basic schooling needs are met enabling children to grow into the leaders of tomorrow. Quota Members are busy ensuring that children are given sound beginnings by arranging transportation, donating school supplies, building adaptive classrooms, and providing salaries for teachers, creating a better world for all of us.

## India

Project Shiksha - DLF City  
Preschool and Home for the Aged - Sainik Farms

## Suriname

Stuka Prisiri: Enjoy Learning! – Suriname

## Philippines

Sign Language and Braille Literacy Program – Cebu East  
Learning Resource Center for Deaf Students - Pampanga  
Enrichment for Kindergardeners - Davao City  
Leganes Deaf Resource Clinic - Iloilo  
Vocational Training for Deaf Students - Mandaue  
Special Education Computer Lab - Manila South



Quota International of  
Suriname, Stuka Prisiri  
Enjoy Learning! Program

QUOTA  
INTERNATIONAL

# Workforce Development

Workforce Development Hand-in-Hand World Service projects provide sound beginnings for women, and individuals who are deaf, hard-of-hearing or speech impaired. Quotarians promote long-term independence and self-reliance through offering sign language and educational classes, vocational training, and small business loans.

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## Philippines

Livelihood Skills, Sewing, Weaving, and Baking for the Hearing Impaired - Cebu

We-Share-A-Bakery Livelihood Training Program - Cebu South

Stitch for a Living - Legazpi-Mayon

Empowering Women and Children through Education and Workshops - Manila

Learn to Earn - Angeles



Photo: Quota International of Angeles, Philippines, Learn to Earn program



Photos clockwise from top left: Quota International of Bismarck Mandan, United States, Signing Santa; Quota International of Sioux City, United States; Quota International of Alstonville Wollonbar, Australia; Quota International of Winchester, United States; Quota International of Southwest Cebu, Philippines.

MADE IN *Canva*

## CONTACT US



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We hope you will find your Quota experience to be just as rewarding as you make the world a better place.