

**OHIO F.O.E. AUXILIARY DISTRICT REPORT**  
**MONTHLY REQUIREMENT**

**TO ALL OHIO AUXILIARY SECRETARIES:**

The information on this form must be completed and sent to your District Leader **PRIOR** to each District or Zone Meeting. Keep a copy for your records.

**Bring a copy to read to your District Meeting. DO NOT TRY TO GIVE THIS INFORMATION FROM MEMORY.** If you are unable to be present at the meeting, give a copy to one of the delegates from your Auxiliary so she can make the report for you--preferably to your Madam President if she is attending.

DATE OF DISTRICT MEETING: \_\_\_\_\_

DISTRICT # \_\_\_\_\_

AUXILIARY ENTERTAINING

AUXILIARY NO. \_\_\_\_\_

CITY \_\_\_\_\_

AUXILIARY REPORTING

AUXILIARY NO. \_\_\_\_\_

CITY \_\_\_\_\_

**1. DISTRICT MEETING ATTENDANCE (CURRENT MONTH). LEAVE BLANK FOR ZONE CONFERENCE MONTHS:**

NUMBER OF DELEGATES IN ATTENDANCE: \_\_\_\_\_

NUMBER OF CANDIDATES: \_\_\_\_\_

**IMPORTANT: FOR SECTIONS 2 & 3 BELOW, SHOW WHAT MONTH YOU ARE REPORTING ON HERE: \_\_\_\_\_.**  
**You should always be reporting for the month that was just over. For example: If you are completing your report for the March District meeting, the information you are reporting in these Sections is from the month of February.**

**2. APPLICATIONS SUBMITTED (DO NOT INCLUDE TRANSFER OR DUAL APPLICATIONS):**

TOTAL APPLICATIONS SUBMITTED TO GRAND AERIE VIA MMS BATCH ENTRY:

LAST MONTH \_\_\_\_\_

**REMEMBER: DO NOT INCLUDE DUAL OR TRANSFER**

TOTAL SINCE JUNE 1st \_\_\_\_\_

**APPLICATIONS IN THESE NUMBERS!**

MONTHLY QUOTA \_\_\_\_\_

\*\*PERCENTAGE OF MEMBERSHIP QUOTA LAST MONTH \_\_\_\_\_

\*\*To figure the PERCENTAGE OF MEMBERSHIP QUOTA, divide your total applications submitted last month to the Grand Aerie by your quota. The result is your percentage of monthly net gain. Negative results are reported as zero.

**3. MEMBERSHIP RECAP. DO NOT INCLUDE MEMBERS DUALED INTO YOUR AUXILIARY:**

**REMEMBER: DO NOT INCLUDE ANY DUAL MEMBERS IN THIS SECTION.**

a. TOTAL MEMBERS ON THE LAST DAY OF THE MONTH YOU ARE REPORTING ON \_\_\_\_\_

b. TOTAL MEMBERS ON THE LAST DAY OF THE PREVIOUS MONTH (SHOULD BE SAME # ON LINE 3a FROM LAST MONTH'S REPORT) \_\_\_\_\_

PERCENTAGE OF MONTHLY NET GAIN ON 1st OF THIS MONTH \_\_\_\_\_

NOTE: To figure the PERCENTAGE OF MONTHLY NET GAIN: Subtract Line 3b from Line 3a. Divide this answer by Line 3b. The result is your percentage of monthly net gain.

EXAMPLE: Line 3a is 45. Line 3b is 42. 45 minus 42 = 3. 3 divided by 42 (Line 3b) equals 7.14% net gain.

**DROPPED MEMBERS FOR THE MONTH YOU ARE REPORTING ON. DO NOT INCLUDE DUAL MEMBERS DUALED INTO YOUR AUXILIARY.**

**DO INCLUDE ALL MEMBERS DROPPED FROM YOUR AUXILIARY ROLLS FOR WHATEVER REASON:**

TOTAL NUMBER OF MEMBERS DROPPED LAST MONTH \_\_\_\_\_

**REMEMBER: DO NOT INCLUDE ANY DUAL MEMBERS IN THIS SECTION.**

REASON(S) FOR DROP(S):

FAILURE TO PAY DUES \_\_\_\_\_

MEMBER RESIGNED \_\_\_\_\_

TRANSFERRED OUT \_\_\_\_\_

MEMBER EXPELLED \_\_\_\_\_

DECEASED \_\_\_\_\_

OTHER (EXPLAIN) \_\_\_\_\_

**REMINDER: SEND THIS MONTHLY REPORT TO YOUR DISTRICT LEADER PRIOR TO EACH MONTH'S DISTRICT OR ZONE MEETING.**