



## Local Girls Clubs Monthly Report Explanations

Please check the club for which you are reporting. It is very important that you include your church file number. This number can be obtained from your local church clerk. Please make a copy of your reports and keep on file for the church. The report files are the property of the local church, not the personal property of the counselor.

### **Introduction:**

Girls Clubs is a vital ministry on the International Church of God. Each local club is part of a larger body of girls throughout the world. In order for the international office to keep accurate records of this very active ministry, it is extremely important that each club complete this monthly report and mail it to the **State/Regional Coordinator**. This report will provide accurate records of your progress and achievement of your local club. The state coordinator will then tabulate these figures and send them to the international office.

### **Number of meetings:**

Meetings should be counted any time the girls meet as a group.

### **Total attendance:**

Count the number of girls, counselors, helpers, and prayer mothers that are present at each meeting. These added together will be the total attendance (do not average). Example: If two meetings were held one month with a total of five present at the first meeting and 10 at the second, the total attendance for the month would be 15.)

### **Number of Prayer Mothers:**

Every prayer mother assigned to your girls should be counted each month.

### **Number of girls working on curriculum:**

This is the number of girls working on the curriculum this month. It is not necessary for them to have earned badges to be counted in this figure.

### **Number of girls working on Merit Studies:**

This is the number of girls actually working on a merit study as it is being conducted. The study does not have to be completed for them to be counted in this figure.

### **Number of women receiving *Insight*:**

Total number of current or new subscriptions to *Insight* (our webzine) this month.

### **Number of socials or service projects:**

List your Girls Clubs activities. Total number of social activities (skating, pizza party, sleep-over, etc.) and service projects (church clean-up day, nursing home visitation, food drive, etc.)

### **Missions Money Enclosed:**

This should be the total amount of money raised and enclosed with the report for the month for Translation of Material, Girls On A Mission (for YWEA) Orphanages, and Covenant Sister.

When the report has been carefully and neatly completed, it should be postmarked by the **fifth** of the month and mailed to your **state office**.