



LeTip Chapter Performance Evaluation

Date: _____ Chapter Name: _____

City: _____ State: _____ Evaluation by: _____

1. Greeting Table properly displayed: Guest Register, Brochures & Information sheets, Guest Labels. (3)_____
2. Greeter(s) are at the door by 7:01 am (breakfast chapter), 11:31 am (lunch chapter).
Greeting: "Hello! Welcome to LeTip! I am the official greeter today. My name is _____." (3)_____
3. Showboater set up before 7:01 am (breakfast chapter) or 11:31 am (lunch chapter). Separate showboat table situated to force members and guests to walk past. (3)_____
4. Meeting started promptly at 7:16 am (breakfast chapter), 11:46 am (lunch chapter). (4)_____
5. Head table accommodated Board of Directors and Speaker(s). (No empty seats) (3)_____
6. Pledge of Allegiance recited by membership. (3)_____
7. Flag displayed (and placed in front, and to the left, of the President). (3)_____
8. LeTip Creed recited by membership. (3)_____
9. Officers introduced by President. Officers stood, greeted membership: "Hello, my name is _____. I am the _____ (officer title) and the Chapter's _____ (category)." (4)_____
10. Definition of a qualified Tip and Tipping process explained by the TipMaster. (3)_____
11. Introduction of members with guests by President. Introduction of guests by host members. (6) _____
12. Business Cards passed (to the left) by members and guests. (3)_____
13. Speaker(s) introduced by Program Director. Time governed by Sergeant-at-Arms. (3)_____
14. Chapter members use of social media and promoting members throughout the meeting. (3)_____
15. Business Card Caddies and Badges for new LeTip members presented by President. (3)_____
16. Unknown Greeter announced by President. Greeter (often a guest) stood for applause. (3)_____
17. All Committee Reports requested by V. President were given (including Poker Folder). (3)_____
18. Lucky Devil and Lunch Bunch announced. (Check with the President for verification). (3)_____
19. Number of members at today's meeting _____ = _____ % attendance.
(under 70% = 0 pts , 70-80% = 5 pts , 80-90% = 8 pts, over 90% = 10 pts). (0 to 10)_____
20. Tip Bucket passed and all fines enforced by Sergeant-at-Arms. (8)_____
21. Time governed by Sergeant-at-Arms for Tip Bucket and 30 second commercials. (3)_____
22. Tips passed # _____ (average per member: under 1 = 0 pts, 1-2 = 5 pts , over 2 = 10 pts). (0 to 10)_____
23. President reinforced Speaker after presentation. "This is our Banker _____ who we support 100%." Members encouraged to "...mention Speaker to first 10 people you meet today." (6)_____
24. Meeting concluded sharply at 8:31 am (breakfast chapter) or 1:01 pm (lunch chapter). (4)_____

Additional remarks: (location, dress code, etcetera. Points may be awarded or deducted.) (100 points)

Subtotal _____

award (+) or deduct (-) _____

Chapter Score _____

Chapter President's Signature: _____ Evaluator's Signature: _____