

Membership is a Privilege

(A summary of the steps to membership)

Membership in Rotary is by invitation only. It carries significant prestige, and responsibility.

- Attendance at meetings (60% minimum attendance required to maintain membership).
Our Club attendance goal is 90% but this is not a requirement.
- Club service, including mandatory service at our annual basketball tournament
- Community service, including giving of one's time and/or money for the benefit of others
- International service
- Vocational service

The best Rotary experience occurs when a potential member is fully apprised of the expectations and meaning of Rotary, before they accept an invitation to join Rotary.

In review, the steps above are:

1. Complete Sponsor Proposal of Prospective Member form (complete as much as possible)
2. Give Sponsor Proposal of Prospective Member form to the Club Secretary.
3. Classification Committee reviews for approval or denial.
4. Membership Committee reviews for approval or denial.
5. Board of Directors approves or declines.
6. Secretary notifies the Proposer of acceptance of the proposal.
7. Proposer extends an invitation of membership. Proposer fully explains the roles and responsibilities of membership, before the member completes the Membership Application.
 - i. Review the Object of Rotary, 4-Way Test, Responsibilities of Rotary, with them
 - ii. Invite the proposed member to complete a Membership Application form.
8. Upon receipt of Membership Application, the proposed member's name is read at a club meeting.
9. During the seven days following the reading of the name, members may support or oppose the application. A member may oppose the application through written correspondence to the Board.
10. Board's final confirmation or decline of application occurs.
11. Upon board approval, Club Secretary notifies Proposer of approval.
12. The induction of the member is scheduled.

Membership Process – *the details*

Membership Recruitment Committee. This committee shall review continually the club roster of filled and unfilled classifications and shall take positive action to initiate and present to the board the names of suitable persons to fill unfilled classifications.

Aside from the purpose of the Membership Recruitment Committee, every Rotarian has the privilege and obligation of seeking qualified members. In this way, all club members can help their clubs achieve a full representation of the business and professional life of the community.

If you would like to propose someone for membership who may meet the spirit and character of Rotary's purpose, the appropriate process would include:

1. Consider the "Service Above Self" Rotary motto, and the Rotary 4-Way Test. Confirm this person would meet the expectations of one who holds the title of "Rotarian" in good standing.
2. You may choose, or may not choose, to invite the individual to one –three meetings as your guest. When you introduce them, simply make a professional introduction that includes their name and business name. (Do not state your intentions of proposing them as a member, nor indicate they would like to be a member.) Take time to answer their questions and explain the service, purpose and attendance requirements of a Rotarian, in a general conversation. The club pays for the breakfast, you are not charged.

When you have decided to propose someone as a member, there are several distinct steps and requirements that have to be met; and there is a voting process that approves new members. Avoid setting false expectations of potential members by not making promises or commitments that may set them up for disappointment.

3. Complete the Sponsor Proposal of Prospective Member form "Sponsor Proposal" with the best data you have.
4. Deliver the "Sponsor Proposal" form to the Board of Directors via the club secretary.
 - a. The club secretary will notify the board and relay this to *the Classifications Committee*.
 - b. *Classifications Committee:* This committee shall as early as possible, but no later than 31 August of each year, make a classification survey of the community; shall compile from the survey a roster of filled and unfilled classifications applying the classification principles as outlined in the Rotary Manual of Procedure; shall review, where necessary, existing classifications.
 - c. *Membership Recruitment Committee:* This committee shall consider all proposals for membership from the personal side and shall thoroughly investigate the character, business, social and community standing and general eligibility of all persons proposed for membership and shall report their decisions on all applications to the board
 - d. *By-Laws, Article XI, Section 3* – "The board shall approve or disapprove the proposal within 30 days of its submission and shall notify the Proposer, through the club secretary, of its decision."

By-Laws, Article XI Section 4 – "If the decision of the board is favorable, the prospective member shall be informed of the purposes of Rotary and of the privileges and responsibilities of membership, following which the prospective member shall be requested to sign the membership proposal form (*Membership Application Form*) and to permit his or her name and proposed classification to be published to the club."

Note: At this point, currently, our club's practice is that the club's secretary notifies the Proposer to instruct the proposed member not to attend the next two weekly meetings. The proposed member's name is read aloud at the first meeting not attended by the proposed member, to notify members of the proposal.

- e. *By-Laws, Article XI, Section 5* – “If no written objection to the proposal, stating reasons, is received by the board from any member of the club (other than honorary) within seven days following publication of the name of the prospective member, the prospective member, upon payment of the initiation fee (if not honorary membership) as prescribed in these by-laws, shall be considered to be elected to membership.”

If any objection has been filed with the board, it shall vote on this matter at its next meeting. If approved despite the objection, the proposed member, upon payment of the initiation fee (if not honorary membership), shall be considered to be elected to membership.

17. *By-Laws, Article XI, Section 6* - Following election, the president shall arrange for the induction of the new member; the club secretary shall issue a membership card and shall report the new member to RI; and the Rotary information committee shall provide appropriate literature for presentation at the induction and assign a member to assist in the assimilation of the new member.

ROTARY INTERNATIONAL
Sponsor Proposal of Prospective Member

I submit the following person as a prospective member. I understand this sponsorship proposal is to be kept confidential until I hear from the Secretary who will report to me the Board's approval or decline of this proposal. After the Board's approval, this person can become a prospective member and submit an Application for Membership. (Complete as much of this information as you reasonably can –do not give this to the person to complete.)

Name _____

Principal and recognized activity of firm _____

Business Name _____ Position _____

Business address _____

Email address _____

Business telephone _____ Business fax _____

Residence address _____ Residence telephone _____

If a former Rotarian, list club(s) and dates _____

Date _____ Proposer's signature _____

Record of action on proposal – for Secretary to complete

Proposal received by secretary: _____ Classification /committee approval: _____

Membership committee approval: _____

Submitted to the board: _____ Board decision: _____ Proposer notified : _____

Membership Application received by Secretary from potential Member: _____

Rotary information session held: _____

Publication to membership: _____ Inducted: _____

ROTARY INTERNATIONAL

Cabarrus Rotary

Membership Application

I hereby certify that I am personally and actively engaged in the business, profession, or professional activity stated below and that my place of business or residence is located within the Concord area. I understand that it will be my duty, if elected to membership, to exemplify the Object of Rotary in my entire daily contacts and activities, and to abide by the constitution and bylaws of the club. In accordance with the bylaws of the club, I hereby give permission to the club to publish my name and proposed classification to its members.

Name _____

Principal and recognized activity of firm _____

Business Name _____ Position _____

Business address _____

Email address _____

Business telephone _____ Business fax _____

Residence address _____ Residence telephone _____

If a former Rotarian, list club(s) and dates _____

Date _____ Proposer's signature _____