

**The following is a timeline for a sponsor to propose a new member:**

- 1) The prospect will attend several meetings. He or she will be introduced simply as a "guest". The sponsor invites the prospect to learn about Rotary, not to "become a member". The prospect is invited to "meet a group of good people who do good things in the community and the world".
  - Early during this time, the sponsor should contact the Membership Chair to establish a classification and anticipate potential objections. Preference to membership is given to those prospects who are active in their classifications.
  - During this time, there should be no reference to "becoming a member" and the guest should not be referred to as a "prospective member". The prospect has no control over his/her membership.
  - During this time, the sponsor should answer questions the prospect may have. The sponsor should emphasize the good work we do, the Rotary motto ("Service Above Self") and the commitment we all make (attendance, work on projects, money contributions). This need not be exhaustive, since the Fireside will explain a lot more in detail. In addition, the prospect should attend a "new member orientation" with the President, the Membership Chair, and the sponsor. This will be held for 15 to 30 minutes immediately after a regular meeting. The President and Membership Chair will focus on the commitment and obligation to Rotary, as well as answer any questions from the prospect.
  - The sponsor should say that membership is by invitation only and that an invitation MAY be offered within one to three months. The sponsor should say that after the prospect has attended several meetings, the club will decide whether an invitation will be extended.
  - After several meetings, the sponsor should complete the Membership Proposal Form and give it to the Membership Chair as well as inform the President. The President will solicit the input of the Board with respect to the potential new member.
    - If there are objections, the Membership Chair, with assistance from the President and Board, will resolve the objection.
    - Once the prospect is "approved" by the membership and the Board, an induction ceremony will be held and the new member will be presented with their badge, lapel pin, the Rotary book "Adventures in Service" signed by club members, and a 4-Way Test/Object of Rotary desk frame. The member is assigned to a committee. The new member is required to attend a Fireside as soon as possible to help the member develop a deeper understanding of Rotary and the work we do. Other membership requirements of new members may be developed by the Club Chairman.
    - The new member will be asked to give a 5 to 10 minute talk on themselves at a subsequent meeting.



## **Tahoe-Incline Rotary Club Membership Proposal**

Membership in Rotary is an honor and a privilege. In order to keep the quality of membership in our club strong, guidelines have been developed over the years. Our policies are founded on the principle that only a few members of each occupation is represented and the member must be the owner or decision-maker/leader/professional in their business or occupation. This implies that the member has control over their time (freedom to attend Rotary functions at different times of the day and week) and has the resources (fines, dues, etc.) to contribute to the goals and objectives of the club. In addition, and **perhaps most importantly**, members must embrace the Rotary motto, "Service Above Self" and are willing to actively contribute to achieve the clubs goals and objectives. These guidelines allow us to be represented throughout our community at the highest level.

### **Qualifications for membership:**

- 1) The member must meet classification guidelines (up to five members in the same classification).
- 2) The member must have resided or worked within the territorial limits of the club (Incline Village/Crystal Bay) for at least six months.
- 3) The member must be a business owner or decision-maker/leader/professional within their business or occupation.

# Membership Proposal Form

I propose:

Name: \_\_\_\_\_

## BUSINESS

Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

## HOME

Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

For (check one):    ? active membership  
                          ? honorary membership

If a former Rotarian, list club(s) and date(s): \_\_\_\_\_

Proposed classification (if active): \_\_\_\_\_

Name of firm and executive position (former firm and executive position, if retired): \_\_\_\_\_

Activities that would enhance consideration as a Rotarian: \_\_\_\_\_

Sponsor's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### ***Statement to be Signed by Proposed Member After Board has Approved the Proposal***

I hereby certify that I am qualified for membership both by my current/former executive position and by having a place of business or residence within the club's locality or surrounding area.

I understand that it will be my duty, if elected, to exemplify the Object of Rotary in all my daily contacts and activities and to abide by the constitutional documents of Rotary International and the club. I agree to pay an admission fee (unless transferring) of \$ \_\_\_\_\_ and the annual dues of \$ \_\_\_\_\_ in accordance with the bylaws of the club. I hereby give permission to the club to publish my name and proposed classification to its membership.

Signature \_\_\_\_\_

Date \_\_\_\_\_

### **Record of Action**

Rotary Information Session held on: \_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_

Card Received by Secretary on: \_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_

Submitted to the Board on: \_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_

Board Decision on: \_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_  
                          ? Approved                            ? Disapproved

Sponsor notified on: \_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_

Signed Proposal Form on: \_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_

Admission Fee and Dues received on: \_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_

Publication of name to membership on: \_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_

Inducted on: \_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_

Classification: \_\_\_\_\_