

How to Propose a New Member



Ascertain if your proposed new member is indeed interested in belonging to our club. It is wise to invite the proposed member to one or two weekly luncheons before completing the membership application.

- A. In talking with the proposed member, point out that just because the application has been submitted, it is not automatically approved. Explain that the application could be rejected for many reasons; the most likely of which would be classification (among others).
- B. Explain that **annual dues and prepaid meals fees** total **\$932** and are billed semi-annually (**\$466 on December 1 and again on June 1**). New members pay a one-time initiation fee of **\$348**, and their dues and meals are prorated to the next billing period. No fees are required to submit this application. After the applicant has been approved, the Rotary office staff will contact the prospective member at the proper time and provide an invoice for the prorated dues and fees.
- C. Discuss Rotary's strict attendance rules. Members must maintain **50 percent** or higher average attendance every six months with no more than four absences in a row. Falling below **50 percent** or incurring more than four absences in a row without excuse may result in termination. Opportunities to makeup missed meetings are readily available.

To propose a new member, fill out the sponsor section of the application and then have the applicant complete all the required information fields. Additional pages can be attached as necessary. Sponsor and applicant's signatures are required. The proposed members should **READ CAREFULLY** before signing the application in the place indicated.

Application Timeline: Once the application is received, it is forwarded to Classifications Committee for their review and then goes before the Board of Directors for approval. Following Board approval, there is a required **10-day posting** on the website for the Club's membership review. Typically, 3-4 weeks is needed to process the application before scheduling a joining date.

Yearlings: Each new Rotarian, called a Yearling, is required to attend four Yearling sessions. Two of the four sessions are held each month. Notices are announced and published for these meetings.

Sponsor: As a sponsor, you should assist the new member to immediately become active on at least one of the club's many committees. In the early months of membership, sponsors should also ascertain that all is going well and offer assistance where needed to help the new member become actively involved within the club.

Photographs: After all paperwork is completed and the proposed member is approved for membership, the applicant must have a membership portrait made by the club's official photographer. The Rotary office will assist with making an appointment.