



VANCOUVER ROTARY CLUB

“HOW TO PROPOSE A MEMBER”

1. Locate a person in the community who you believe would make a good Rotarian by asking yourself the following questions:
 - A. Is this person a community leader or a leader in their profession or business?
 - B. Is this person a professional, executive, manager or in an avocation which would be of benefit to our club?
 - C. Is this person able to control his/her own time?
 - D. Does this person have integrity?
 - E. Does this person meet the standards of the Four-Way test?
2. If questions above can be answered with a “yes”, consider proposing the person for membership in the Vancouver Rotary Club. **Invite the prospective member to two or three meetings.** Introduce them as interested in Rotary and not as a prospective member. Discuss Rotary with them and explain expectation and commitments. Encourage them to tour the Rotary International website at www.rotary.org.
3. If the proposed member indicates a positive interest in becoming a Rotarian, take him/her to the orientation meeting normally held on the second Tuesday of each month at 12:00 p.m. This is a requirement for membership.
4. If the prospective member then indicates a positive interest in becoming a member of our club, obtain the Sponsor’s Proposed Member Information sheet and the Proposed Member Application from the secretary. Return both to the secretary when completed. The proposed member should not visit Rotary while their application is being processed.
5. The proposal will be reviewed by the Chairman of the Classification Committee who will determine if the proposed member’s profession or business fits within the Club’s desired classification categories and if so, assign a classification before passing the proposal to the Membership Committee for review.
6. A representative of the Membership Committee will interview the applicant concerning the character, business standing, and general eligibility of the applicant and make recommendation to the Board.
7. The name and classification of the proposed member will be twice published and read to the Club membership to afford members an opportunity to consider and make possible objection to the new member.
8. Assuming that there are no timely objections to the proposed member he/she will be declared eligible for membership.
9. The Club Executive Board will consider the proposed new member and the recommendations from the Classification and Membership Committees. The Board will approve or disapprove the proposal in approximately 30 days.

10. If approved by the Board, the proposed member will be notified in writing that their membership has been approved and they will be provided instruction regarding payment of fees and dues as well as additional steps toward induction.

11. The member submitting the Membership Proposal will also be notified of the approval and his/her responsibilities to lead the new member toward becoming a fully integrated and contributing Rotarian.

12. After the proposed new member returns the Member Roster Sheet, payment for fees and dues to the secretary, a mutually agreed induction date will be set.

13. The final step is the induction of the new member at a regular Rotary meeting. This includes a few comments from the proposer regarding the new member's background. The president will make appropriate comments and welcomes the new member to the club. At that time, the new member receives a Rotary plaque, pin, badge, and club roster from the President. The spouse or significant other of the new member will be invited to attend the meeting and be present on the stage during the inductions.

As of 4/17/07