Excerpted from the Rotary International Constitution:

Section 2 — Composition of Clubs.

(a) A club shall be composed of active members each of whom shall be an adult person of good character and good business, professional and/or community reputation,

(1) engaged as a proprietor, partner, corporate officer, or manager of any worthy and recognized business or profession; or

(2) holding any important position in any worthy and recognized business or profession or any branch or agency thereof and have executive capacity with discretionary authority; or

(3) having retired from any position listed in sub-subsection (1) or (2) of this subsection; or

(4) being a community leader who has demonstrated through personal involvement in community affairs a commitment to service and the Object of Rotary; or

(5) having the status of Rotary Foundation alumnus as defined by the board; or

(6) having interrupted employment or having never worked in order to care for children or to assist the spouse in their work and having his or her place of business or residence located in the locality of the club or the surrounding area. An active member moving from the locality of the club or the surrounding area may retain membership in the club where the member’s board grants such permission and said active member continues to meet all conditions of club membership.

(b) Each club shall have a well-balanced membership in which no one business, profession or type of community service predominates. The club shall not elect a person to active membership from a classification if the club already has five or more members from that classification, unless the club has more than 50 members, in which case the club may elect a person to active membership in a classification so long as it will not result in the classification making up more than 10 percent of the club’s active membership. Members who are retired shall not be included in the total number of members in a classification. The classification of a transferring or former member of a club, or a Rotary Foundation alumnus as defined by the board, shall not preclude election to active membership even if the election results in club membership temporarily exceeding the above limitations. If a member changes classification, the club may continue the member’s membership under the new classification notwithstanding these limitations.
(c) The bylaws of RI may provide for active membership and honorary membership in clubs and shall prescribe the qualifications for each.

From club Constitution (as written by RI)

Section 3 — Active Membership. A person possessing the qualifications set forth in article 5, section 2 of the RI constitution may be elected to active membership in this club.

From Club By-Laws (as written by RI)

Article 10 Method of Electing Members

Section 1 — A member shall provide a candidate’s name to the Board. A transferring or former member of another club may also be proposed for membership by the former club. The proposal is kept confidential unless the Board instructs otherwise.

Section 2 — The Board shall ensure that the candidate meets all of Rotary’s membership requirements.

Section 3 — The Board shall approve or reject the candidate’s membership within 30 days and shall notify the proposer of its decision.

Section 4 — If the decision of the Board is favorable, the prospective member is invited to join the club, educated about Rotary and membership requirements, and asked to sign the membership proposal form and to allow his or her name and proposed classification to be conveyed to the club.

Section 5 — If no member of the club submits a written objection including reasons for the objection, to the Board within seven days after the club is notified of the prospective member, that person, upon payment of the admission fee, is considered to be elected to membership. If an objection has been filed with the Board, the club shall vote on this matter at its next meeting. If approved despite the objection, the proposed member is elected to membership after admission fee payment.

Section 6 — The club may elect honorary members proposed by the Board.