

**New Member Checklist**

**Club Organization (complete all of the below):**

* Read Constitution of the Rotary Club of Bellingham\*
* Read By-Laws of the Rotary Club of Bellingham\*
* Read Policy Manual of the Rotary Club of Bellingham\*
* Read Members Manual of the Rotary Club of Bellingham\*

**Club Website/Technology (complete all starred items):**

* Meet with Sandee to go over the features of the website: www.BellinghamRotary.org\*
* Login to ClubRunner\*
* Make sure your information in your profile is correct\*
* Upload your photo\*
* Email Sandee your high-resolution photo\*
* Upload your bio\*
* Download ClubRunner app on phone
* “Like” our Facebook page: @BellinghamRotary

**Committees (complete all of the below):**

As a new member, you will be assigned to the Reception and Greeters committee, but you may be recruited by other committees that may see you as a good fit. You and your mentor will review the committees and help find others that may be a good fit for you. If you see something that piques your interest, reach out to the committee chair and begin the conversation. Each July, committees will be adjusted so try to have an idea of what you would like your committee roster to look like by then, but usually committee chairs will take you as soon as they can, so you don’t need to wait!

* Connect with the Reception and Greeters committee chair
* Review available committees on the website: Member Area 🡪 Organization 🡪 Committees
* Work with mentor to connect with at least one other committee aside from Reception and Greeters

**Get Involved (complete 3 of the below):**

You and your mentor will review the below and you will work together to determine the activities that will have the most meaning to you. When introductions or logistics are required, the mentor will assist by making connections and helping the new member track down the information needed to carry out these activities.

* Attend a Rotary Service Project
* Attend a Rotary Social Event
* Meet with a minimum of five members outside our meetings
* Meet with Club President or President-Elect
* Attend a Rotary Club of Bellingham Board Meeting (2nd Thursday of each month at 4:30)
* Meet with International Service Project chair
* Attend a meeting of another Club
* Bring a guest to a Club meeting and introduce them
* Share Happy Bucks

**Administrative (complete all of the below):**

* Set up New Member Talk with Sandee – reach out to your mentor if you have questions on this or need help.

**Other Suggested Activities:**

* Wear your Rotary pin
* Update your LinkedIn Profile with your Rotary Connection
* Put your Rotary sticker on your car
* Read the weekly Tattler
* Read the District Newsletter
* Read *The Rotarian* – monthly magazine
* Attend a District or International class or webinar on a topic that is of interest to you