

# ROTARY CLUB OF BELLINGHAM



## Member's Manual

*Members are given a personal copy of this manual.*

### ABOUT THIS BOOKLET

This manual deals with the fundamentals that are important for every Rotary member to know. It's not intended to represent complete information about Rotary International (RI) or its detailed organization, structure, projects and objectives. Likewise, it is not a full description of the Rotary Club of Bellingham (RCOB). Instead, think of this booklet as an introductory guide and everyday reference. When you need more information than is provided here, consult the website for the Rotary Club of Bellingham, District 5050, or Rotary International. You will see these website addresses on the back cover of this booklet.

### ABOUT ROTARY INTERNATIONAL (RI)

**HISTORY:** Rotary began through the efforts of four men in Chicago. Each represented a different occupation: a mining engineer, a manager in the coal industry, a merchant tailor, and a lawyer. It was the lawyer, Paul Harris, who first thought of the Rotary idea; they had their first meeting in Chicago on February 23, 1905. Men only were admitted to Rotary Clubs until 1985 when all clubs became gender-neutral.

**ROTARY NAME:** The early meetings were held in rotation at the offices of the early members, and as a result the name "Rotary" was adopted. (To celebrate this heritage, the RCOB holds at least one "Rotation Day" annually when each of us meets at member's businesses instead of our usual meeting spot.) As the Clubs grew, they started meeting instead at central locations as they do now.

**BECOMING INTERNATIONAL:** Rotary became international in 1912, when Canadians came to the National Convention. Rotary had also heard from British members. The name was changed to "The International Association of Rotary Clubs", later becoming "Rotary international".

**HOW RI IS CONNECTED TO OUR CLUB:** It is a surprise to most new Rotarians when they learn that they are members of a local club only, *not* Rotary international! It is our *club* that is a member of RI.

**HOW MUCH CONTROL DOES RI HAVE OVER OUR CLUB?** RI only requires that clubs conform to certain criteria; day-to-day operation is left entirely to Clubs, including meeting times and frequency, attendance requirements, etc. More freedom was given particularly in 2016!

## THE RI AVENUES OF SERVICE

Rotary International defines Rotarian's Service into five "Avenues":

- **Club Service** focuses on making clubs strong. A thriving club is anchored by strong relationships and an active membership development plan.
- **Community Service** encourages every Rotarian to find ways to improve the quality of life for people in their communities and to serve the public interest.
- **International Service** exemplifies our global reach in promoting peace and understanding. We support this service avenue by sponsoring or volunteering on international projects, seeking partners abroad, and more.
- **Vocational Service** calls on every Rotarian to work with integrity and contribute their expertise to the problems and needs of society.
- **Youth Service** is a special emphasis for Rotarians to assist youth and their growth as good citizens through Rotary's programs to serve young people and through local activities as well.

## RI'S MOTTOES

**AS ROTARY GREW, MEMBERS POOLED THEIR RESOURCES AND USED THEIR TALENTS TO SERVE THEIR COMMUNITIES.** The organization's dedication to this ideal is best expressed in its motto: **Service Above Self.** (The motto *Service, Not Self* was created by Ben Collins, President of the Rotary Club of Minneapolis, in 1911. It was adopted as *Service Above Self* in that year's convention in Portland, Oregon.) **One Profits Most who Serves Best** is another motto which eventually became another standard touchstones for us.

## RI AND POLITICS

**RI ITSELF TAKES NO POSITION ON POLITICAL MATTERS.** Over the years since Rotary's founding, it was decided that clubs may educate their members on local political issues and that individual members should do with the information as they saw fit. One hundred years later, that continues to be Rotary's position on the place of politics in local clubs.

## THE OBJECT OF ROTARY

**THE OBJECT OF ROTARY** is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster:

1. the development of acquaintance as an opportunity for service;
2. high ethical standards in business and professions, the recognition of the worthiness of all useful occupations, and the dignifying of each Rotarian's occupation as an opportunity to serve society;
3. the application of the ideal of service in each Rotarian's personal, business, and community life;
4. the advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

## THE ROTARY FOUR-WAY TEST

**THE FOUR-WAY TEST** is a nonpartisan and nonsectarian ethical guide for Rotarians to use for their personal and professional relationships. The test has been translated into more than 100 languages, and Rotarians sometimes recite it at a club meeting:

**Of the things we think, say or do**

1. **Is it the TRUTH?**
2. **Is it FAIR to all concerned?**
3. **Will it build GOODWILL and BETTER FRIENDSHIPS?**
4. **Will it be BENEFICIAL to all concerned?**

## ROTARY IS DIVIDED INTO DISTRICTS

**OURS IS DISTRICT 5050!** It's amusing that it was originally "505" and when Rotary kept growing, it became 5050! That's because about half the clubs in our district are in the U.S., and half in Canada, so "5050" makes sense. The District 5050 website address is on the back cover.

**THE DISTRICT COORDINATES CLUBS, AND MORE.** Clubs select a *district governor* who coordinates the activities; there are 58 clubs in the district. Each year the District Governor visits all the clubs and tells us about programs available to us.

**DISTRICT ACTIVITIES ARE VALUABLE, AND OFTEN FUN!** These include an annual **May District Conference**; **seminars** contributing knowledge about various Rotary programs; and **clinics** for club officers, chairpersons, and folks involved with particular projects to do the work better. Our RCOB president will keep you up-to-date on these activities, and you will also get emails from the district governor telling you what's going on at that level.

**FIVE ROTARIANS FROM OUR CLUB HAVE BEEN DISTRICT GOVERNORS**, and it's quite an honor! They include **Henry Heal** and **Mentor Boney** in the 1930's, **Curt Cortelyou** in the 1960's, **Roy Anderson** in the 1970's, and **Jim Caldwell** in the 1990's.

### ROTARY CLUB MEMBERSHIP QUALIFICATION

**TO BE A MEMBER, A PROSPECT MUST:**

- Hold (or be retired from) a professional, proprietary, executive, managerial, or community position;
- Demonstrate a commitment to service by personal involvement;
- Be able to meet the club's weekly attendance and community project participation requirements;
- Live or work within the vicinity of the club or surrounding area.

### ROTARY "CLASSIFICATIONS"

**ROTARY MEMBERS' CLASSIFICATIONS REFER TO THEIR OCCUPATIONS, PROFESSIONAL EXPERTISE, AND TRAINING.** Rotary clubs aim to include members from a number of classifications because bringing together professionals from different fields and industries increases a club's capacity to serve its community as well as giving its members an opportunity to learn more about others in the community. To maximize our impact, we strive for professional diversity that represents the varied professions held in our community.

### ROTARY-APPROVED MEMBERSHIP TYPES

**Although there used to be several types of Memberships, now there are only two common kinds: Active and Honorary.** Honorary Memberships, usually requiring no dues, are bestowed by Clubs upon persons because of distinction, or to allow them to be Members when because of age, financial difficulties, etc., they can no longer fill all the responsibilities of Membership. All other Memberships are "Active". *(Note that in 2016, RI allowed Clubs to create other types, subject to some limitations; these have not, so far, been implemented in the RCOB.)*

### THE ROTARY EMBLEM

The Rotary Emblem (the Rotary International cogwheel logo on the front cover of this booklet) is not to be used by any Member on his/her commercial stationary, or any other commercial matter.

## THE ROTARY INTERNATIONAL FOUNDATION

The mission of The Rotary Foundation (TRF) is to enable Rotarians to advance world understanding, goodwill, and peace through improvement of health, support of education, and alleviation of poverty.

The Rotary Foundation helps fund our humanitarian activities, from local service projects to global initiatives. Your club or district can apply for grants from the Foundation to invest in projects and provide scholarships. The Foundation also leads the charge on worldwide Rotary campaigns such as eradicating polio and promoting peace. Rotarians and friends of Rotary support the Foundation's work through voluntary contributions.

Donors of \$1,000 or more to TRF are eligible to be recognized as "Paul Harris Fellows", or can designate someone else to receive that honorary designation, highly-regarded world-wide among Rotarians.

Donations to TRF over the years have exceeded \$3.4 *Billion* dollars (US) since 1947! *Our Club recommends that you contribute \$50 at each dues billing (see page 10); this counts toward a Paul Harris Fellowship!*

## **THE ROTARY CLUB OF BELLINGHAM (RCOB)**

### **CONGRATULATIONS: YOU'RE A ROTARIAN**

**AS YOU WILL LEARN, OUR ROTARY CLUB OF BELLINGHAM HAS A GREAT HISTORY**, and we're welcoming you to not only join us, but to take pride in this club and its historic contributions to the community, nation and world. Being asked to be a Member of the Club is an honor!

### **A BRIEF HISTORY OF OUR CLUB**

**THIS CLUB WAS FOUNDED SEPTEMBER 17, 1917.** It was the 331st Rotary club, with over 32,000 clubs to follow! In its long history of service, the RCOB has included many of this area's most notable personages. There were 31 members when the club was chartered, and even though it has nurtured new clubs in our County by sponsoring them (Whatcom North and the Bellingham Bay clubs) plus sponsoring a new club in our sister city of Nakhodka, Russia, we have had as many as 220 members as membership ebbed and flowed depending upon the number of other clubs in the county and economic and business conditions in our nation. You can see a more complete history on the club's website.

### **OUR CLUB IS ACTUALLY TWO SEPARATE ENTITIES**

"The Rotary Club of Bellingham" (RCOB) and "The Rotary Club of Bellingham Foundation" (RCOBF) are separate operating entities for clarity of purpose and fiscal control as outlined in the following paragraphs.

## **THE RCOB FOUNDATION**

*The RCOB FOUNDATION receives, holds, invests and disburses the funds raised by the CLUB assuring they go to properly-tax-exempt charities.*

**Founded in 1998, the RCOB Foundation is an IRS 501(c)3 approved tax-deductible organization** directed by a Board made up of Rotarians separate from the RCOB Board and Officers. With an ever-growing endowment (approximately \$1.5 Million as of 3/2018), the Foundation is destined to support Rotary Projects for many years in the future.

**We urge you to consider joining the Rotary Members who have made individual gifts to the RCOBF**, including cash, life insurance, property and bequests to carry on our Rotary projects. Full details about the RCOBF are available from the secretary, and the RCOBF Board and Officers are listed in the annual Roster.

## **THE ROTARY CLUB OF BELLINGHAM ITSELF**

*The CLUB itself holds meetings, belongs to RI and the District, organizes the Members and names committees, decides upon projects, holds social and fund raising events fulfilling Rotary's purposes, and more.*

### **THE RCOB PURPOSE**

**FOR MEMBERS**, RCOB membership provides opportunities for community involvement; to work with others addressing needs; to interact with other professionals; to assist in RI's services to the world; to develop personal leadership skills; and to allow their families to share in these.

**OVER THE YEARS, OUR CLUB HAS ENGAGED IN MANY IMPROVEMENTS** to our community and the world. In any ten-year period we contribute/raise **over \$1,000,000** (and in some individual years, as much as **\$400,000**) for various charitable enterprises and edifices, including Boulevard Park, the Bellingham Swimming Pool, the Food Bank, Hospice House, Scholarships, and more. We have built daycare facilities in Mexico, clinics in South America, sanitary facilities in Africa, extended emergency care to victims of hurricanes, earthquakes, floods, etc. (Annually we print a recap of recent year's philanthropies.)

## HOW WE'RE ORGANIZED

**OUR GOVERNING CONSTITUTION, BY-LAWS & POLICIES** are posted on our website front page under "About Our Club". You will read in them how they apply to this Club and are adopted and amended.

**THE "ROTARY YEAR" RUNS JULY 1 THRU JUNE 30.** Officers and directors are nominated and elected each December, six months in advance of their term. "Changing of the Guard" is late June or early July.

**OFFICERS OF THE CLUB** include six posts: President, President-Elect, Vice President-Program Chair, Past President, Treasurer, and Secretary; in our Club, this last office is a professional staff person, Sandee Lindhout.

**THERE ARE FOUR TRUSTEES** elected to overlapping terms, with two chosen each year. Each Trustee supervises a group of committees.

**ALL ROTARY CLUBS ARE RUN BY COMMITTEES; YOU'LL BE ON AT LEAST ONE!** Committees work in one or two of the RI-defined Avenues of Service. You may be on multiple committees, and you can request service on any when the president-elect asks for preferences (usually in April or May as the coming year is being planned). Get your request in early, as the President balances needs with available candidates. *Every Member is expected to actively serve on his/her assigned committees.*

## WHAT YOU CAN EXPECT FROM THE RCOB

**YOU WILL BE GIVEN FULL ACCESS TO OUR WEBSITE, THE CENTRAL POINT FOR RCOB COMMUNICATIONS:**

- Our Secretary will give you access information, then first check your own listing's information and make any corrections or additions.
- Also, you will want to post your photo on the website. It should meet these requirements: Full color, close-up from *top of head to shoulders*, formatted to height:width ratio of 5:4, as a .jpg image at least 2K pixels in size. *If you don't know how to do this, send your .jpg photo to our executive secretary for formatting by a RCOB volunteer member. (If you don't have a photo, an RCOB volunteer will take a picture and deal with the formatting.)*
- Download to your smartphone the *Clubrunner* app from the *iPhone/Apple* or *Android* app store and do the brief setup; you'll love this wonderful app that gives you fast access to everything RCOB!
- Then, spend a little time getting familiar with the site!

**YOU WILL BEGIN GETTING THE CLUB NEWSLETTER, THE TATTLER, AFTER EVERY MEETING.** *The Tattler* is published every Thursday in meeting weeks, and will arrive in your email. Especially if you didn't attend, check it for RCOB events and to see a preview of meeting programs.

**YOU MAY GET A PRINTED ROSTER** (not for non-Rotary solicitations).

**YOU CAN EXPECT TO ENJOY THE REGULAR MEETINGS!** Our Club strives to have informative programs and good food for our regular meetings. But best of all is the camaraderie as you rotate from table to table each week, getting to know your Rotary co-members! Lunches are available at a reasonable charge and are served buffet-style, or you can skip lunch and just come to the meeting. *During the December holiday season Members contribute a voluntary gift tip for the lunch staff.*

**AS A MEMBER, YOU'LL BE INVITED TO ALL RCOB SOCIAL EVENTS.** Our Club has events scheduled often. See our website and *The Tattler* for updates.

## WHAT THE RCOB EXPECTS FROM YOU

**UPON JOINING, YOU WILL BE A PROVISIONAL MEMBER.** You have this status until you have completed three simple steps toward full membership including: (1) Attendance at a "New Member Mentorship" meeting(s) as required; (2) Attendance at Club weekly meetings; and (3) Presentation of a "New Member Talk" at a regular meeting\*. The Club Secretary can help you keep track of your provisional status. It is also recommended that you attend a Board Meeting as a guest.

*\*The New Member Talk should be no more than eight or nine minutes long, and is intended for you to have a chance to introduce yourself to all the RCOB Members. Of course, you can talk about your business and career, but you should also tell us about your life to date covering your family and the highlights. The talks are usually reasonably informal and sometimes amusing. Older existing Members will help you with your planning for this!)*

**ROTARY SHOULD BE YOUR ONLY SERVICE CLUB.** You should not be dividing your time between our Club and other service organizations. *This restriction does not apply to philanthropic, artistic, educational, or sports organizations or societies to which you may belong.*

**YOU ARE EXPECTED TO ATTEND MEETINGS!** It's a good idea to put our meetings on your calendars now!

We schedule our meetings Mondays at 12:15 for lunch. Rotary's rules for attendance are more relaxed than in the past, but you will enjoy Rotary more if you attend with great regularity! 100% should be your goal, and since it is easy to "make up" meetings at any other Club, and by attending certain RCOB events (such as a Board or committee meeting), it's easy to have good attendance. If there is a serious circumstance, you may contact the secretary to be excused. (You can easily check the RI website to find other Club's meeting days and times when traveling; it's often a wonderful enhancement to your trip!)

**YOU ARE EXPECTED TO PARTICIPATE IN LOCAL AND INTERNATIONAL COMMITTEES AND PROJECTS.** (See p. 5)

**YOU ARE EXPECTED TO INTRODUCE OTHERS TO ROTARY MEMBERSHIP.** Why not invite friends and acquaintances from your personal and business worlds into our club?

**YOU ARE EXPECTED TO HONOR FINANCIAL OBLIGATIONS TO THE CLUB:**

**(1) \$200 Annual Assessment for Basic Club Charities**

**(2) \$350 Annual Dues and**

**(3) \$100 Annual Recommended Voluntary Rotary International Foundation contribution.**

*50% of each of 1, 2 & 3 is billed in advance on Nov. 1 and May 1 for the coming half year, with payment due 30 days later.*

(You will also pay for your meeting lunch when you attend; currently the cost is \$14.)

**(4) You will also be expected to make a Club Major Project Donation:** Members are expected to support at least one major project aimed at improving the quality of life in the Bellingham area by contributing to the annual RCOB fund campaign. Members are urged to contribute at least \$750 - \$1000 each year to this project, but if that is not possible during the first years of Club membership, to give as much as possible. Always remember, this is your "**Gift to the Club's Projects**", one of the reasons our Club exists!

## **WE HOPE THIS BOOKLET HAS BEEN HELPFUL!**

**IF YOU HAVE FURTHER QUESTIONS,** ask a Member; if you are a Member, ask your sponsor, the Club Secretary, or any officer. We're hoping you'll find Rotary to be one of the best things you've ever done!

RCOB, 2200 Vining Street Bellingham, WA 98229 tel: (360) 734-5532 email: [rcob@comcast.net](mailto:rcob@comcast.net)

### **Important Websites for RCOB Members**

**RCOB:** [clubrunner.ca/264](http://clubrunner.ca/264) (or Search for: "Rotary Club of Bellingham")

**Rotary International:** [rotary.org](http://rotary.org)

**District 5050:** [district5050.org](http://district5050.org)

*Edition of 8/13/2018*