

## **PROPOSING A NEW MEMBER**

Proposing new members is essential to achieving Rotary's goals of providing community and international service. As a Rotarian, one of your primary responsibilities is to help identify and propose new members.

### **Consider the following approaches for finding future Rotarians:**

- Wear your Rotary pin to initiate conversations about your involvement with Rotary.
- Share stories of exciting club projects with colleagues, friends, and acquaintances.
- Distribute *Rotary Basics* (595-EN), *This Is Rotary* (001-EN), and *What is Rotary?* (419-EN).
- Offer an information brochure that outlines the club's history and highlights recent service projects and social events.
- Ask potential members to become involved with a club activity or service project.
- Encourage prospective members to tour the RI Web site, view membership videos, and complete a Prospective Member Form

### **Once a prospective member demonstrates an interest in membership:**

- Complete the Membership Proposal Form, and return the form to your club secretary
- for submission to the club's board of directors.
- Wait for the club secretary to notify you of the board's decision, which should come within 30 days of the submission.

*Note: If the club board does not approve the candidate, please talk to your club secretary or board*

### **After your club board approves the candidate:**

- Arrange an information session for the proposed member, or have the club arrange one.
- Ask the proposed member to complete and sign the Saint City Rotary Member Application Form. Return the form to the club secretary along with admission fees.
- The Secretary will publish the proposed member's name and classification to the club. The Rotary
- Club Bylaws allow ten days for club members to consider and file objections, if any.
- If no objections are received, the proposed member pays the dues and becomes a Rotarian.
- The club secretary immediately reports the new member to Rotary International via Member Access at [www.rotary.org](http://www.rotary.org).

Contribute to your club's membership by bringing in qualified volunteers, business and professional leaders who are interested in and committed to advancing the mission of Rotary. Together with your fellow Rotarians, you can help your club fully represent your community's business and professional life.

## **Transferring Members**

- The transferring member must fill in a New member application form and give a letter from previous club informing the new club of the members information and if they are in good standing with no outstanding debts. If they do not have a letter the Secretary must contact their former club and receive their information. This information must also include dues submitted to RI for the year. If the transfer is at the beginning of a new year then they must pay the new club their yearly dues.
- The transferring member does not pay admission fees.