

Terms of Reference – Corporate and Organizational Membership in the Carleton Place Rotary Club (approved October 19, 2026)

Benefits to the Rotary Club: Extending membership to companies or other organizations expands the Club's network and visibility in the community, attracts new members, diversifies the Club's skills and expertise and creates new partnerships within the community to further our overall goals.

Benefits to the Corporation or Organization: A Corporate/Organizational membership allows your organization to be fully engaged in Rotary projects and elevates your company's image in the community as a partner in service that is committed to corporate social responsibility. It allows your employees the opportunity to participate in local service activities, develop leadership and professional skills and network within the community, all without the same time commitment as a regular member. It also allows your employees to access Rotary's global network of 1.2 million members and the opportunity to network while travelling.

TERMS (How does it work?)

Qualifications and Membership: The employees of any business are eligible for Corporate/Organizational Membership in the Carleton Place Rotary Club. This is a sub-category of a Regular Membership and is designed to support the involvement of a group of people working at a single business, agency, or similar entity in the community.

Approval: Subject to the approval of the CP Rotary Club, the organization may appoint up to three employees; one Primary Corporate Member (PCM) and two Alternate Corporate Members (ACM). The PCM and any ACMs are approved using the same process and application form as a Regular Member.

Participation: Attendance and participation at any Club meetings or functions may be met by any of the Corporate/Organizational members (PCM or ACMs). The PCM will also be listed as an active member of the Club for Rotary International (RI) purposes and receive the Rotarian magazine. The ACMs will not be active members of Rotary International. The PCM and all ACMs will receive all the Club's communications the same as an active regular member.

Votes and Participation in Governance: For the purposes of general meetings and Club matters, the PCM is eligible to vote and is counted as part of quorum. Since the corporation has one primary member that is reported as an active, RI dues-paying member, if the PCM is not in attendance or is not able to vote, one of the ACMs may vote in their place. The

PCM (but not the ACMs) is eligible to hold office in the Club. The PCM and all ACMs are eligible and welcome to participate on and/or chair all Club committees.

Recognition: All Corporate/Organizational members would be listed in the Corporate Members section of our website and Facebook page. Corporate/Organizational members may also advertise their designation as a Corporate/Organizational Member of the Carleton Place Rotary Club in their own corporate communications and social media.

Changing Designees and Induction: The corporation may change its PCM or any of the ACMs and submit the changes to the Club for approval so long as at all times one employee is a PCM. The PCM will be formally inducted into the Club as is done with any other active individual member. The designees will be recognized by the club at a meeting, but not inducted into regular, active membership.

Financial Obligations: Annual Club dues for all membership categories is set each year by the Club. At the present time, Corporate/Organizational membership is \$900 annually. This covers all Club, District and Rotary International dues for the PCM. Meals and costs of other social activities are to be paid for at the same rate as Regular Members.

Badges: The PCM badge will be the same as any other regular member. ACMs will not be issued badges.

Transition and Termination: An ACM may convert to become a Regular Member at any time. They would have to go through the same application process as a regular member and, if approved, would have all of the rights and privileges as a regular member. At that point, they would no longer be an ACM of the company or organization. The process for terminating the membership of the Corporation/Organization or its PCM is the same as any other active individual club member.