



Dear Red Badge Member,

Welcome to membership in the Rotary Club of Space Center. The attached checklist is designed to accelerate your integration into our club and maximize the gratification you get from being a Rotarian. Once you have completed this checklist you will receive a replacement Blue Badge with all rights and privileges of any other active member.

When attending board and committee meetings, please bring this checklist and have the meeting chair initial completion. We recommend keeping an updated copy as backup in case your original is lost or misplaced.

We recognize that work and/or family commitments may determine how long it takes to complete all of these tasks. Our expectation is that you will be able to complete the list within three to six months. Some requirements may be waived for transferring or returning members at the committee's discretion. Your primary contacts for the entire process are your mentor and your sponsor.

You can always contact the Membership Committee at scrotarymembership@gmail.com with any questions or request for assistance.

Y-I-R (Yours in Rotary)
Your Membership Committee

ROTARY CLUB of SPACE CENTER

NEW MEMBER RED BADGE CHECK LIST

Name of Red Badge Member

Date of Induction

Name of Sponsor

Name of Mentor

Action	Date(s) Completed	Liaison	Verified
<i>Understanding Rotary Organization, Mission, Governance and History</i>			
Receive Red Badge		Membership Chair	
Attend New Member Orientation		Designated Trainer	
Read By-Laws & Constitution		Self	
Establish Plan for Completion with Mentor		Mentor	
Log on to SCRC Website. Upload picture. Complete Bio.		Self	
Create log on to MyRotary.com		Self	
Visit another Rotary Club		Visiting Club	
<i>Club Activities and Member Interaction</i>			
Serve as a Greeter (minimum two meetings)		Sergeant-at-Arms	
Lead Song, Pledge, Prayer or 4 Way Test at Meeting		Sergeant-at-Arms	
Attend a Rotary Social		Sponsor	
Assist with Coordination of Service Project		Service Committee Chair	
Participate in Service Project (non-meeting)		Mentor	
Become Active Member of a Committee		Committee Chair	
Bring a Guest to a Meeting		Membership Committee	
<i>Understanding the Governance and Administration of the Club</i>			
Attend SCRC Board Meeting		President	
Visit SCRC Foundation Board Meeting		Foundation Chair	
Talk with SCRC Coordinator for RI Foundation		Club Representative	
Attend Service Committee Meeting		Committee Chair	
Attend Another Committee Meeting #1		Committee Chair	
<i>Completion Check and Final Steps</i>			
Meet or Talk with Mentor Monthly		Mentor	
Meet with Mentor to Review 100% Completion		Mentor	
Submit Completed Checklist		Membership Chair	
Blue Badge Presented at Meeting		Membership Chair	

HELPFUL INFORMATION

<i>Key Meeting Dates/Times and Contact Info</i>			
Meeting	Date/Time/Other Info	Where	Contact
Regular Club Meetings	Every Monday 11:45am – 1:00pm Service Project – Third Monday	Bay Oaks CC	President
Visit other clubs	See Orientation Manual or 5890 District Website	Confirm by Contacting Club	District Website for Names, Dates & Time
SCRC Board Meeting	Third Tuesday of month 7:00am	Bay Oaks CC	President
Endowment Foundation Meeting	Second Tuesday of month 7:00am	Bay Oaks CC	Committee Chair
RI Foundation Coordinator	Scheduled	Phone or in person	SCRC Representative to RI Foundation
Service Committee	Monthly- Day and Time -TBD	Hilton Clear Lake/NASA	Service Committee Chair
Membership Committee	Monthly Day and Time - TBD	Bay Oaks CC	Membership Chair
Shrimporee Committee	Most Tuesdays 5:15pm -6:15pm July through October	Hilton Clear Lake/NASA	Committee Chair
Other Committees	As Needed	TBD	Committee Chair
Meeting Logistics	Every Monday pre-meeting	Bay Oaks CC	Sergeant-at-Arms

All current committee chairs and officers can be found on the Rotary Club of Space Center website

Mentor Responsibilities

1. Meet with member outside of regular meeting time to get to know new member and provide guidance in completing checklist and review logistics for completing checklist, meeting sign-in, meeting fees, documenting attendance at other clubs, contacting committee chairs, use of Clubrunner for contact info, etc.
2. Establish plan and estimated time frame to complete checklist. Report timeframe to Membership Chair.
3. Assist new member with committee contacts to complete tasks (if needed)
4. Review progress on checklist once per month
5. Encourage and inspire new member to involvement and action by personal example
6. Help member with introductions at club meetings, socials and other club functions
7. Review checklist for accuracy and completeness when finalized

2019-2020 Officers

President – Mike Porterfield
 President Elect – Raymond Moore
 Treasurer/President Nominee – Stan Galanski
 Secretary – Delia Stephens
 Sergeant at Arms –
 Immediate Past President – Nancy Anderson

Committees

Community Service
Melinda Mintz

Fundraising
Raymond Moore

Membership - New /Incoming
Gary Renola

Public Image
Walt Huff

Membership - Retention

Vocational Services
Kippy Caraway

International Service
Mark Hollis

International Youth Exchange
Alan D. Wylie

Foundations: SCRC Endowment Foundation
Bob Wren

RNASA
Rodolfo A. Gonzalez

Fundraising - Golf Tournament
Raymond Moore

New Generations/ Youth Services: Scholarships
Steve Owens
Belinda Skloss

Fellowship - Socials
Madella Williams

Teacher of the Year
Kippy Caraway

New Generations/ Youth Services: Interact
Timothy C. Kropp
John Wren

District Assembly Training
John Branch

District Governor Installation Banquet
Nancy Anderson

District Convention (FY20-21)
Stan Galanski