

## Speaker Information and Guidelines For Online Zoom Meetings

Madison Rotary invites guest speakers to our meetings to present topics with impact on the local, national or global level; educational information which enhances knowledge and awareness; and expertise or talents that are interesting and/or entertaining.

### Background Information:

Madison Rotary is an organization of active and highly motivated neighbors, business professionals, community leaders and volunteers committed to high professional and ethical values, humanitarian service and the motto "Service Above Self." Founded in 1905, Rotary International is the world's most prominent service organization with 1.2 million members doing good and making positive changes locally and around the world.

Due to COVID19 and social distancing restrictions, all Rotary meetings are being conducted by Zoom until further notice. The meetings are held every Thursday from 8 AM to 9 AM. A link to the meeting can be found at [www.madisonrotarynj.org](http://www.madisonrotarynj.org). You are welcome to invite guests to join the meeting.

### Presentation Guidelines:

- Prior to scheduling a mutually agreeable date and time, please provide to the Program Committee Chair 1) your topic and a very brief description of your presentation, 2) a brief bio, and 3) a photo. We will be publicizing your presentation in a monthly press release to local news outlets. By scheduling a presentation, you agree to these guidelines and give consent to use your presentation in Madison Rotary's communications.
- Your presentation should last 15-20 minutes with a few minutes of Q&A at the end. We adjourn all meetings on time.
- If you have slides or videos, you can share your screen. Let us know if you need technical assistance.
- Please come to inform, not solicit. Directly making a sales pitch and soliciting and promoting a specific business or service are not consistent with the spirit of Rotary.
- Please note that presentations should be apolitical and nonsectarian. Topics on politics and religion should be presented in a neutral and objective manner. Political campaigning, soliciting votes and advocating for pending legislations are strictly prohibited.
- Nonprofit representatives may not fundraise and request volunteers in our meetings. Grants and sponsorship applications are available on our website.
- Links to pamphlets or brochures related to your presentation may be sent electronically in advance and will be distributed to the membership. You may not collect members' names and contact information in our meetings.

We encourage you to visit [www.madisonrotarynj.org](http://www.madisonrotarynj.org) for more information about us. If you have any questions, please contact Nancy Adamczyk, [adamczyk@aol.com](mailto:adamczyk@aol.com), or Lois Bhatt, [lois.bhatt@gmail.com](mailto:lois.bhatt@gmail.com). Thank you for agreeing to speak and share your knowledge, talent and expertise with our members.