

Rotary Club of Mechanicsburg-North
Member Handbook
2021-2022

The Rotary Club of Mechanicsburg-North (RCMN) was chartered with Rotary International on December 28, 1990. There were 25 charter members of which 8 are still members of the club.

Rotary International (RI) is an organization of members who demonstrate a commitment to service through personal involvement in their communities, provide humanitarian service, encourage high ethical standards in all vocations, and help build goodwill and peace in the world. Rotary International (www.rotary.org) is divided into Districts which is a group of Rotary clubs in a geographical area. The activities and organization of a Rotary district exist to help individual clubs advance Rotary goals. Our District 7390 (www.rotary7390.org) includes clubs in Dauphin, Perry, Adams, Cumberland, York, Lebanon and Lancaster Counties.

Rotary's guiding principal is "Service above Self" and as members we are expected to live by the 4-Way Test 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?

Objects of Rotary

The Objects of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster:

- First.* The development of acquaintance as an opportunity for service;
- Second.* 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;
- Third.* The application of the ideal of service in each Rotarian's personal, business, and community life;
- Fourth.* The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

In addition to eradicating Polio, Rotary International has 7 Areas of Focus that clubs are encouraged to support:

- Promoting Peace
- Fighting Disease
- Providing clean water, sanitation and hygiene
- Saving mothers and children
- Supporting education
- Growing local economies
- Protect and Conserve the environment

Rotary International Foundation

The mission of The Rotary Foundation of Rotary International is to enable Rotarians to advance world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty. The Foundation is not-for-profit and is supported solely by voluntary contributions from Rotarians and friends of the Foundation who share its vision of a better world.

Paul Harris Fellow

Donations of \$1,000 to the Rotary International Foundation or people who have that amount contributed in their name, can be recognized as Paul Harris Fellows. Paul Harris Fellows are recognized with a commemorative pin. Many of our RCMN members are Paul Harris Fellows.

Making contributions is easy and can be done through <https://my.rotary.org/en> once a member logs in.

Purposes of RCMN

The purposes of this club are to pursue the Object of Rotary, carry out successful service projects based on the Five Avenues of Service, contribute to the advancement of Rotary by strengthening membership, support The Rotary Foundation, and develop leaders beyond the club level. As members of RCMN we are expected to give of our time and talents by participating in community work projects; fellowship and social functions; and club and district activities.

We do this through the Five Avenues of Service which are the philosophical and practical framework for the work of our Rotary club. Each Avenue of Service has multiple committees and members are expected to choose to serve on committees of interest. These include:

- 1. Club Service** which involves the actions we take within our club to help us function successfully and to build strong relationships.
- 2. Vocational Service** which involves promoting high ethical standards in our businesses and professions, recognizing the worthiness of all dignified occupations, and fostering the ideal of service in the pursuit of all vocations. As members we are expected to conduct ourselves and our businesses in accordance with Rotary's principles and lend our vocational skills to club-developed projects in order to address the issues and needs of our society. This Avenue of Service is in the process of being revised and reviewed for possible changes.
- 3. Community Service** that encourages us to find ways to improve the quality of life for people in our community and to serve the public interest.
- 4. International Service** that exemplifies our global reach in promoting international understanding, goodwill, and peace by fostering acquaintances with people of other countries, their cultures, customs, accomplishments, aspirations, and problems.

5. Youth Service that recognizes the importance of empowering youth and young adults through leadership development activities, involvement in community and international service projects, and exchange programs that enrich and foster world peace and cultural understanding. Our programs include Students of the Month, scholarships, Interact, Rotary Youth Leadership Awards, and Rotary Youth Exchange.

A description of all committees and service activities can be found on pages 6-9. Changes will be announced at the meetings, via email communications and on the Club website. Please contact the President, President-Elect or Secretary for the chairs of the committees. You are welcome to join a committee at any time.

Governance of the RCMN

The governing body of the club is the Board of Directors consisting of ten (11) club members: president, president-elect, vice-president, secretary, treasurer, immediate past president, and four (5) directors at large who are elected in accordance with the Club's By-Laws.

The board is governed by the club's Constitution and By-Laws which can be found on the RCMN website at www.mechanicsburgnorthrotary.org. Each year the Board adopts a strategic plan and goals to guide the decision-making process.

The Board meets on a monthly basis and special meetings are called as needed. The 2021-2022 board members are as follows:

President	Glen Osborn
President-elect	Dawn Sizer
Vice President	David Blain
Secretary	Stephanie Acri
Treasurer	Brian Peters
Past President	Jeanne Troy
Board Members	Sal Franqui
	Steve Grubb
	Lyndsey Mackie
	Brenda Robinson
	Rod Silvis

Meetings

Members can attend the AM Meeting on Thursdays and/or the PM Meeting on Wednesdays. Dates and times for meetings will be announced at the meetings, in the President's Newsletters, via email or on the Club website.

Any changes to the meeting schedule will be announced by the President at the regular meetings, through email communications and on the Club website.

A calendar of events is available on the Club website www.mechanicsburgnorthrotary.org

Membership

The RCMN has two kinds of individual memberships: active and honorary. Each member is assigned a classification that reflects the member's business, profession, or type of community service and is reflective of the activity of the firm, company, or institution with which the member is connected. A retired member maintains their classification.

Prospective members need to be sponsored by a current member or if transferring from another club can be sponsored by that club. Prospective member information, the process for proposing a new member and the sponsor's responsibilities can be obtained from the Club president, secretary or membership chair. Information can also be found on the club website

Corporate memberships and Alumni Memberships are also available. Contact the Club president, secretary or membership chair for information.

Financial Responsibility of Membership

The Club is dependent on dues and fund-raising projects. Members are expected to support and participate in the fund-raising projects and to pay quarterly dues (July, October, January, and April) within 30 days of receipt of the billing. The quarterly dues include per member dues and other fees that are assessed by Rotary International and the District as well as a voluntary donation to the Rotary Foundation. Quarterly billings may vary based on the inclusion of meal costs. **Consecutive non-payment of quarterly dues may result in termination from the club by the board.**

Leave of Absence

Upon application to the board, setting forth good and sufficient cause, a leave of absence may be granted excusing a member from attending the meetings of the club for a specified length of time. Members who are on a Leave of Absence are still considered Active Members through Rotary International and are responsible for dues assessed by the Club. Contact the secretary for information and a form to complete. Board approval is required.

Rule of 85

Members may apply for "Rule of 85" status if the aggregate of the member's years of age and years of membership in one or more clubs is 85 years or more, the member has been a member of one or more clubs for at least 20 years, and the member has completed and submitted the form requesting Rule of 85 status. Board approval is required. Contact the secretary for information and a form to complete.

ClubRunner

RCMN uses ClubRunner © for our website. Anyone can view the website at www.mechanicsburgnorthrotary.org. Each member has a user name and password to login in order to access contact info for Rotarians, send group emails, view the member photo directory and edit personal and business contact information. To login click on the Member Login link located in the upper right corner of the website. Contact the club secretary if you have problems with the login process.

A nice feature of ClubRunner © is the ability to download a ClubRunner© app to a smartphone. That app will allow you to access contact information for all club members.

Rotary Club of Mechanicsburg-North Club Committees and Service Activities

Changes and updates will be announced at the meetings, via email communications and on the Club website. Members can contact the President or the Committee Chair to have their name added to a committee or project at any time.

- Adopt a Family
 - Description: Each year during the holidays our club supports a family in need by helping to buy gifts and food. Donations are not part of a budget line item and are collected via a “pass the hat” at our club meetings, via check or another alternative.
 - Frequency: Annually at holiday time.

- Adopt a Highway
 - Description: As part of the “adopt a highway” program our club supports a fall and spring “highway cleanup” activity in the Orr’s Bridge Road area of Hampden Township. A club member works with the local township to get special vests for club members who pick up trash for several hours on a Saturday morning. The township collects the trash bags along the road.
 - Frequency: Twice per year.

- Beer and Wine Fest/Golf Tournament Committee
 - Description: This committee plans our club’s premier fundraiser for the year which occurs each September, and has subcommittees dedicated to each facet of preparations.
 - Meeting Frequency: Quarterly at a minimum but more often during the months prior to the event.

- Bethesda Mission
 - Description: This Service Activity has not been active due to the COVID pandemic. We hope to reactivate it this Rotary year. Members work with staff to serve food to Bethesda mission residents and those in need who are not residents. In the past there has been a minimum of 2 club volunteers who work from 4:30 PM – 6 PM.
 - Event frequency: The 1st and 3rd Thursday of the month year-round.

- Communications Committee
 - Description: This committee develops and implements communications plans to promote activities and services of the club and Rotary International. Communication methods include social media, the club website and email.
 - ⊖ Meeting Frequency: As needed determined by the Committee Chair.

- Local Projects Committee
 - Description: This committee evaluates proposals from the community for the completion of hands-on service activities and utilizes club funds approved by the club board to accomplish the projects.
 - Meeting Frequency: Typically, 2 projects are accomplished per year and often require multiple days of hands-on service. Prior to the service days members of the committee visit the site to assess the nature of the work and resources that will be needed.

- Membership Committee
 - Description: This committee develops and implements a comprehensive plan for the recruitment and retention of members. Activities include:
 - Developing new member and sponsor resources
 - Proposing and implementing board approved club membership models
 - Spearheading recruitment “mixer” events which introduce the public to our club
 - ⊖ Meeting Frequency: As needed determined by the Committee Chair.

- New Hope Ministries
 - Description: Club Members support New Hope Ministries food pantry located in Mechanicsburg on a Saturday morning by stocking shelves and assisting guests at the food pantry. Volunteers must go through an application process with New Hope including a background check to be cleared for volunteering.
 - Frequency: The 3rd Saturday of the month from 9:00 AM – 12:30 PM.

- Nominating Committee
 - Description: This committee is appointed by the club president on an annual basis and prepares a proposed slate of directors annually to be presented to the club membership no later than November 30th. A representative of this committee serves as the recipient of additional nominations from the club membership and presents the slate to the board of directors for their vote at the December board meeting.
 - Meeting frequency: Annually in October/November.

- Philanthropy Committee
 - Description: This committee is the first point of contact for the club for philanthropic funding requests. The committee considers and submits recommendations to the RCMN Board of Directors for approval based upon established guidelines. The board approves on an annual basis the amount of money allocated toward funding requests.
 - Meeting Frequency: Varies based on the number of requests but usually no more than 3-4 times per year. Reviews typically occur via email.

- Rotary Foundation Committee
 - Description: This committee develops and implements plans to support the Rotary Foundation through financial contributions and program participation. Additional activities include recognizing individual members for levels of giving to Rotary International.
 - Meeting Frequency: On an as-needed basis.

- Service at Your Seat Committee
 - Description: This committee plans service activities that can be accomplished during the course of a regularly scheduled Rotary meeting.
 - Meeting Frequency: As needed determined by the Committee Chair.

- Social Events
 - Description: This committee plans and implements social activities for the club including the holiday party, summer picnic and charter night.
 - Meeting Frequency: As needed based on the time of year and the needs of the committee chair(s).

- **Speakers**
 - **Description:** A key component of every Rotary meeting is a presentation by a speaker. The chairperson seeks members to volunteer to acquire speakers for a given month and to introduce that speaker at the meeting. The names/organizational affiliations are communicated to the club webmaster for posting on the website and other social media. Both the morning and evening venues have separate speaker chairs who fulfill this responsibility.

Youth Activities

- **Fishing Derby**
 - **Description:** This annual event is conducted at the Conodoguinet Youth Park in Hampden Township and gives children up to age 15 the opportunity to fish in the Conodoguinet Creek and participate in games/prizes under the supervision of their parents and club members.
 - **Event Frequency:** Annually on a Saturday in June

- **Four Way Essay Contest**
 - **Description:** The club facilitates an essay contest centered around a topic relating to Rotary's Four Way Test. The contest is open to ninth graders at the high schools in the club's service area. A judging panel of three to four Rotarians evaluate the submitted essays and award prizes to the three best essays. The top three winning essays are read at a club meeting with the winning essay advancing to the District 7390 competition.
 - **Frequency:** Outreach to the high schools begins in August with judging occurring in the February/March time period. The winning essays are usually presented in March.

- **Four Way Speech Contest:**
 - **Description:** The club facilitates a speech contest centered around the Four Way Test. Contestants must be 10th, 11th, or 12th grade high school students.
 - **Frequency:** In Sept and Oct a local contest is held to determine who advances to the mid-level. In November and December mid-level contests are held. Finals are at the District Conference.

- **Rotary Youth Exchange Program**
 - **Description:**
 - **Inbound Program:** Each year our club sponsors an in-bound exchange student (if available) from a foreign country for the entire school year who will attend either Cumberland Valley High School, East Pennsboro High School or Mechanicsburg High School. The student lives with up to 3 families during the school year each of which is referred to as a "host family". Each student is supported by an "Inbound Counselor" who is a member of our club and with the host family assures that the student is well supported.
 - **Outbound Program:** Each year our club also sponsors (if available) a student from the Cumberland Valley High School or East Pennsboro High School who will travel abroad and participate in an exchange program for the school year. The student is supported by a club member who acts as an "outbound counselor" to help the student and his/her family feel supported through the process.
 - **Requirements:** To serve as a "counselor" in the Rotary Youth exchange program criminal and child abuse clearances must be obtained through District 7390 in addition to successful completion of on-line training.

- RYLA
 - Description: RYLA stands for “Rotary Youth Leadership Awards” and is an annual program sponsored by Rotary District 7390. Multiple students, who have completed their junior year, are chosen from Cumberland Valley High School and East Pennsboro High School.

- Interact Club
 - Description: The Interact Club is an RCMN hosted club of students at East Pennsboro High School. Each club has a school contact and club contact who supports the activities of the club.
 - Frequency: The Interact Club determines how often they meet based on the projects they plan and do.

- Students of the Month and Scholarships
 - Description: The Students of the Month program recognizes 2 senior students each month from Cumberland Valley School District, Cumberland Perry Area Vocational Technical School and East Pennsboro School District. Students are recognized at meetings during the months of October, November, January, February, March and April. All students and parents are invited back for the first Thursday meeting in May for a final recognition.
 - Scholarships are also awarded each year.

Note: Please refer to the Avenue Chairs document on the RCMN website for information on members who lead these initiatives. Volunteers are always greatly appreciated!