



## Rotary Club of Southpoint

### *Proposing a New Member: Policy and Procedure Recap*

1. Every Rotarian has the privilege of and responsibility for seeking qualified new members. We believe our Club grows stronger and serves better with an emphasis on qualifications and respect for our existing members. Responsibility and respectfully following the “Process” outlined here should be a positive and fulfilling experience for prideful Southpoint Rotarians – well worth doing things right.
2. **Qualifications**  
Requirements in the Rotary Constitution specifics: Adults of good character and good business or professional reputation, who hold or have held (Past Service or Retired) an Executive position with Discretionary Authority in any worthy or recognized business or profession.
3. **Classification**  
Each active member of a Rotary club is classified in accordance with the member’s business or profession. Our objective is a balanced membership striving to include a full representation of the business and professional life of our locality vs. a duplication of existing Classifications. To accommodate the return of Senior and Additional Active position members (eliminated by 2001 Council on Legislation) to their classifications, a maximum of 10% was established. New proposals are subject to Coordination (4 below).
4. **Coordination**  
Proposers of new members must respectfully coordinate with incumbent holders of the same and closely related Classification(s).
5. **Kinds of Members**  
Only two – Active and Honorary. (Former Senior and Additional Actives were eliminated and are now included with Actives.)
6. “The Process” of proposing a New Member – Once you think you have a Qualified Prospect – with a viable Classification, and endorsement support:
  - a. Float a trial balloon and check your idea of Qualification and Classification with the Classification Chair, Club Secretary, and/or Membership Development Chair – and discuss coordination required and potential endorsers. This should help to preclude potential embarrassment for the prospect, the sponsor, and our Club;
  - b. Bring the “prospect” to some meetings and introduce around, making sure that you are discrete and conditional;
  - c. Doing your homework early and progressively in the “process” is the logical way to be confident and comfortable with the rest of the process with the Secretary, the membership committee, and the Board, as well as the posting to the membership at large.
7. Membership processing for members from another Rotary Club is handles in the same way as regular New Member proposals outlined above. They are not automatic transfers and must be resigned from the other club and then proposed by one of our members and go through the regular process. While we can hope qualification and commitment might be more forthcoming, this is not to be presumed because different clubs in different localities apply the principles of membership qualification differently. As a part of our regular process, floating a trial balloon on qualification and classification coordination is very much in order.



# Rotary Club of Southpoint Membership Proposal Form

### Section 1 – To be completed by the Proposer

I propose \_\_\_\_\_ for membership in the Rotary Club of Southpoint and believe that this prospective member has all the character and qualities that will allow them to become a good Rotarian. I also recognize that my role as sponsor is the key to this prospect’s growth and advancement in Rotary, and I will encourage this new member to become involved in any club service projects currently underway and will serve as a special friend to assure that the new member becomes an active Rotarian.

I have known the proposed for: \_\_\_\_\_ years and I am recommending them for  Active  Honorary membership in our club with a proposed classification of:

### Section 2 – To be completed by Prospect (Personal Data)

Name:	_____	Nick Name:	_____
Address:	_____	Phone:	_____
	_____	Fax:	_____
	_____	E-Mail:	_____
Date of Birth:	_____		
Wedding Anniversary:	_____	Spouse:	_____
Firm:	_____	Phone:	_____
Address:	_____	Fax:	_____
	_____	E-Mail:	_____
Years Employed:	_____		

Briefly describe EXECUTIVE POSITION and substantiate DISCRETIONARY AUTHORITY:

Please provide two (2) personal references:

Name:	_____	Phone:	_____
Name:	_____	Phone:	_____

Community activities or additional biographical information that would enhance consideration as a Rotarian:

\_\_\_\_\_



**Rotary Club of Southpoint**  
*Membership Proposal Form*  
 (continued)

Other Club membership(s) and offices held:

Former Rotarians, please list club(s), date(s) and office(s) held:

Why do you wish to become a Rotarian?

If elected, preference for receiving Club correspondence:

E-Mail:  Business  Residence

Regular Mail:  Business  Residence

Proposer's Signature: \_\_\_\_\_

Prospect's Signature: \_\_\_\_\_

For Club Secretary Use Only

Membership Dev. Committee:  Approved  Disapproved Date: \_\_\_\_\_

Membership Committee:  Approved  Disapproved Date: \_\_\_\_\_

Board Recommendation:  Approved  Disapproved Date: \_\_\_\_\_

ADDITIONAL ENDORSERS: Minimum of three total, at least two Board Members

X \_\_\_\_\_ X \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_

Fireside Chat:  Yes  No Date: \_\_\_\_\_ Invitation Accepted:  Yes  No Date: \_\_\_\_\_

Invitation Made:  Yes  No Date: \_\_\_\_\_ RI Notified:  Yes  No Date: \_\_\_\_\_

Club Notified:  Yes  No Date: \_\_\_\_\_ Badge Ordered:  Yes  No Date: \_\_\_\_\_

Waiting Period Ends: Date: \_\_\_\_\_ Inducted:  Yes  No Date: \_\_\_\_\_

Objections:  Yes  No RI Membership #: \_\_\_\_\_

Board Overrides:  Yes  No Date: \_\_\_\_\_ Occupational Code: \_\_\_\_\_

Classification: \_\_\_\_\_