

NEW MEMBER ORIENTATION COLUMBIA METRO ROTARY October 2016

WHAT IS ROTARY?

- Rotary is the world's oldest service club organization. It is made up of more than 32,000 Rotary clubs in nearly 170 countries. The world's Rotary clubs meet weekly and are nonpolitical, nonreligious and open to all cultures, races and creeds.
- Paul Harris formed the world's first service club, the Rotary Club of Chicago, on February 23, 1905. His intention was to recapture in a professional club the same friendly spirit he had felt in the small towns of his youth.
- Metro Rotary was founded in 1993.
- Rotary's motto: "Service above Self".
- Four Way Test:
 - Is it the TRUTH?
 - Is it FAIR to all concerned?
 - Will it build GOODWILL and BETTER FRIENDSHIPS?
 - Will it be BENEFICIAL to all concerned?
- Classifications: Rotary uses a classification system based on the founders' paradigm of choosing cross-representation of each business, profession and institution within a community. A classification describes either the principal business or the professional service of the organization that the Rotarian works for or the Rotarian's own activity within the organization.
- Metro supports Rotary International by giving to the Rotary Foundation (see below).
- Metro is connected to Rotary International through District 6080, one of 4 districts in Missouri.
- Metro supports a number of local charities and service organizations through the Community Service committee.
- Metro supports international causes such as water well projects in India and Africa as well as other projects connected with Rotary International.
- Metro has participated in the International Your Exchange, a program that connects local students to Rotary host families in other countries during the student's junior year in high school.
- Metro has assisted with the yearly Group Study Exchange (GSE) Team, organized by District 6080. This is a team composed of Rotarians and non-Rotarians that visit other countries and host GSE teams from other countries to encourage world understanding.

MEETING COMPONENTS:

- Prayer/Pledge/Raffle person is assigned on a rotation through Metro membership. Responsible Rotarian is to secure a raffle gift (\$40.00 value or higher) and sell tickets as people arrive for the meeting.
- Visitors and guests are announced by the Secretary.

- The Sergeant at Arms may assess weekly fines for a variety of “infractions” depending on his/her mood that day. Fine funds, as well as raffle funds, are used to support Metro Rotary’s various service projects and to help fund the Club’s chosen charities. The Club as a whole chooses the recipients annually.
- Family or Rotary will be reported prior to the weekly program. If you have a significant event let the Family of Rotary Chair or the President know prior to the meeting.
- Announcements are made by the President. Let the President know prior to the meeting if you have an announcement.
- Greeters should arrive about 11:50 to welcome members and guests. Please wear the “greeter” badge that can be found in the badge box.
- “Paid commercials” (\$1.00) are allowed to give the Club information on civic projects outside the scope of Metro Rotary activities. These announcements are not intended to advertise your business.

WHAT IS EXPECTED OF YOU AS A MEMBER?

- Attend weekly meetings on a regular basis.
- Pay dues, either annual or bi-annual.
- Sign the attendance sheet at the weekly meeting.
- Rotary has a non-mandatory goal of 50%. Attendance is monitored on a monthly basis.
- Attendance make-up opportunities: 1) Attend another Columbia Rotary club meeting; 2) attend an out of town Rotary club meeting; 3) attend a Metro committee meeting; 4) attend a Metro social event; 5) attend a Metro board meeting; 6) Online make-up.
- Participate on a committee. A committee sign-up sheet is passed with each new set of officers so that you can volunteer on the committee of your choosing. If you do not sign up, you will be assigned to a committee by the President. **Ask your Mentor about getting on a committee as soon as you join the club.**
- Participate in Metro’s fundraising and service activities. This year’s fundraiser will be our annual Trivia Night. How do you participate? 1) buy a ticket and attend the event; 2) sell tickets to friends and business associates; 3) participate in setting up or cleaning up after the event; 4) participate if you are a Fundraising Committee member.
- Be prepared to present a Classification Talk. Classification Talks are periodic programs and an opportunity for regular members to get to know new members. Typically, two members give their Classification Talks during a regular meeting, lasting approximately 10 to 15 minutes. You may talk about your family, your upbringing, your business/occupation, etc.
- Be prepared to give the Invocation, lead in reciting the Pledge of Allegiance and provide the raffle price. Arrive at the meeting early to sell the raffle tickets. It is suggested that the raffle price be valued at approximately \$40.00 to \$50.00. Each member is asked to do this based on the membership rotation. Invocation/Raffle duty is listed and available in the Newsletter. The Fellowship Committee will attempt to contact you as a reminder. Proceeds from the raffles go to support regular club activities.
- Fines – the Sergeant at Arms will fine individuals or tables as they see fit. The purpose is to liven up the meeting and encourage interaction. All fines levied go to support regular club activities. If fined, you are encouraged to pay but this is not mandatory.

- Rotary membership is not a vehicle to promote your business, but to give service to Rotary and the community.
- IF you are NOT receiving the newsletter or the Rotarian Magazine, please report that to one of the Officers or your Mentor. That means Metro does not have your complete information or there was an internal processing problem.
- Recruit new members.

HOW DO YOU PROPOSE NEW MEMBERS?

- Membership in Rotary is by invitation only. A primary goal of the club is to continually expand and club with committed members who have the interest and ability to get involved in service and humanitarian projects. Metro's membership is intended to be an up-to-date and progressive representation of the community's business, vocational and professional interests.
- Metro wants to grow by adding committed members and also because we typically lose 10% of our members on a yearly basis due to attrition, job change, life change, etc.
- Consider business associates, networking contacts and friends as possible Metro members and ask them to come to a meeting and be your guest.
- Try to consider when we may have a particularly attractive program when you ask your prospective member to attend.
- Please keep in mind that your guest receives one complimentary meal ticket at the check-in table. Look for the small business size card and give this to the ticket taker.
- Once you have determined that your prospective member is interested in joining Metro Rotary, fill out the member application form. A hard copy is available from the club Secretary or may be downloaded from the website (columbiametrorotary.org). Click "Recommending a New Member" by clicking "here" located at the bottom of the page. Complete the application form and return it to the Membership Committee co-chairs.
- The Membership Committee will assign a Classification, vote on the proposed member and make a recommendation to the Board.
- The Board will discuss and vote on the prospective member at the next monthly Board Meeting following the recommendation of the Membership Committee.
- After the Board has voted to accept the new member, their name must be published twice in the Newsletter. This give the opportunity for any member to review their nomination and should they share the same classification, gives a member time to raise any question or objection about the prospective member.
- After the names has been published twice, the prospective member is ready for Induction.
- It is suggested that the Sponsor of the prospective member NOT make any promises or make public statements about the prospective member's nomination UNTIL the member has been formally accepted. On the rarest of occasions, a prospective member has not been approved and this leaves a sour taste with the prospective member if they were expecting to be approved.

HOW CAN YOU KEEP IN TOUCH AND GET INVOLVED WITH METRO ROTARY?

- Attend Metro meetings.
- Read Metro's Newsletter, which is available only online.
- Check Metro's Website.
- Attend Metro social events, which are scheduled every month and count as a make-up.
- Attend Board Meetings, open to all members. Board meetings are held the second Wednesday of each month at 1:00 P.M. following the regular meeting. This counts as a make-up.
- Participate on your committee. Committee meetings count as make-ups.

HOW DO YOU ACCESS THE CLUB'S WEBSITE?

- The Metro website is www.columbiametrorotary.org. Send your e-mail address to Jim Cherrington at JCherrington@cpsk12.org to be sure you are on the list.
- To access any member in the member directory type **metro** in the User ID and **4waytest** in the password. While you are there check your listing to make sure the information is current.
- For the District 6080 website go to www.rotary6080.org.
- For the Rotary International website go to www.rotary.org.

HOW DO YOU BECOME A BOARD MEMBER OR OFFICER?

- The Board is composed of nine Board Members who have overlapping three year terms, and the Officers (President, President Elect, Treasurer, Secretary and Past President).
- Board member elections occur in December. Notice of Board Member elections are announced so that members may express interest if they choose to become a Board Member. The Board then recommends three members based on attendance, participation and involvement in club activities. Open nomination, if any, are received on the day of the election.
- The Board also nominates the incoming President Elect, Secretary and Treasurer as part of the December elections. Typically, candidates have previously served on the Board.

WHAT IS THE PAUL HARRIS FELLOWSHIP AND ROTARY FOUNDATION?

- Paul Harris Society contributions to The Rotary Foundation support a wide range of humanitarian grants and educational programs that enable Rotarians to bring hope and promote international understanding throughout the world.
- A total contribution of \$1,000.00, which can be made over a period of time, will result in the member's earning a Paul Harris Fellowship which is recognized before the club. Club matches are usually offered at certain times of the year to all members, i.e., a \$100.00 donation by a member will be matched by District 6080 or the Metro Board.
- Contributions to The Rotary Foundation support our goal of advancing international understanding, goodwill and peace. Your participation in the Paul Harris Society is an especially meaningful and significant commitment. Your annual contribution of \$100.00 can help provide: Eradication of polio throughout the remainder of the world; a well for clean water to a community in India, equipment for a children's library in Ecuador, playground equipment, musical instruments and therapeutic toys for rehabilitating

orphans and other children in the Czech Republic, eyeglasses for needy adults in the Philippines, funding for a portion of a Group Study Exchange, to name a few projects.

PRESIDENTIAL CITATION PROGRAM – WHAT IS IT?

- A district program that annually recognized individual clubs that meet minimum goals for: membership, club service, vocational service, community service, international service and youth service.
- Metro has been awarded the Presidential Citation every year since the club was founded in 1993.

Metro Rotary Mentoring Program:

The goal of the mentoring program is to provide clear and consistent information for a new member to answer questions and provide guidance after induction. Although sponsors usually provide preliminary information on the club, the mentor would be a ready reference for more detailed information; e.g. Board makeup/purpose, sequencing of Board positions, committee membership, Paul Harris Program, financial obligations, etc.

After induction, or in combination with induction, a mentor will be assigned by the membership chair to the new member. Each new member will be assigned a mentor to provide assistance for a period of 60-90 days after induction. The mentor will review the information in the new membership packet of both Metro and International folders. The mentor and new member will meet as required to facilitate the learning process.