



## **ROTARY CLUB OF HOUMA-TERREBONNE**

### **HOW TO PROPOSE A NEW MEMBER TO THE CLUB**

Proposing a new member to the club is essential to achieving Rotary's goals of providing community and international service. As a Rotarian, one of your primary responsibilities is to help identify and propose new members. To identify a prospective member, look for adults of good character and good business and professional reputation, who hold or have held an executive position with discretionary authority in any worthy and recognized business, profession or community venture.

Contribute to your club's membership by bringing in qualified business and professional leaders who are interested in and committed to advancing the mission of Rotary. Together with your fellow Rotarian, you can help our club fully represent our community's business and professional life.

Use the form inside to propose a new member. You'll be strengthening our club and ensuring its growth and longevity.

### **PRIOR TO ACTUALLY PROPOSING A NEW MEMBER, BE SURE YOU HAVE....**

- given copies of *Rotary Basics*, *This is Rotary*, and *What's Rotary* to the prospective member (all forms may be obtained from Board members)
- provided the prospective member with information about membership benefits and responsibilities

- encouraged the prospective member to tour the RI web site ([www.rotary.org](http://www.rotary.org)), the District 6200 web site ( [www.rotary6200.org](http://www.rotary6200.org)) and our club's web site ([www.houmaterrebonnerotaryclub.org](http://www.houmaterrebonnerotaryclub.org))
- presented your club's projects and programs to the prospective member
- informed the prospective member that quarterly dues are \$140 and should be paid timely
- told the prospective member that they must be approved by the Board of Directors and the club membership

### HOW TO PROPOSE A NEW MEMBER

- Invite the individual to at least two meetings of the club and introduce him/her to many of the current members.
- Complete and sign the attached Membership Proposal Form and return the form to the Club President, President-Elect, Secretary or any Board member.
- Wait for the Club President, President-Elect or Secretary to notify you of the Board's decision on the prospective member (*you should expect to be notified within ten days after submission of the name*).
- After the Board approves the prospective member, the person should be proposed to the entire membership for approval. Any member wishing to oppose the new member must do so in writing (*email acceptable*) within seven days after the name is submitted.
- If no objections are received, the individual becomes a Rotarian.
- It is the duty of the Club Secretary to report the new member information to Rotary International and the District 6200 Secretary.

