

# Hot Springs National Park Rotary

## New Member Process

1. A proposer completes a New Member Application and submits it to the Club secretary (Steve).
2. The Club secretary sends the Application electronically to the Membership Committee for review. The Board of Directors are copied on this email, but a vote is not required at this time. If any Board Member has a concern, this member will immediately contact the Chairman of the Membership Committee with their concerns, and this information will be noted during the committee's review.
3. The Membership Committee evaluates the application and makes a recommendation to approve, or not approve the prospective member. If the recommendation is to not approve, the committee will list their findings.
4. This recommendation is forwarded, along with the application and any other Committee documentation to the secretary. The secretary sends this recommendation to the Board of Directors. A vote is required for approval or denial.
5. If denied, the secretary notifies the proposer. If approved, the secretary notifies the proposer to invite the prospective member to a regularly scheduled weekly meeting.
6. Upon arrival to the meeting, the prospective member is presented a Rotary Information packet. The packet should be given to the prospective member by the Club president or other Board Member. The packet is prepared by the Rotary Information Committee and includes required information that would be needed to join Rotary.
7. The proposer, or delegate, introduces the prospective member during the meeting. The introduction should include: "has submitted his/her application for Rotary membership."
8. The Club administration (Gail) places the ten day notice in the Bathtub newsletter.
9. If there are no negative notices during the ten day period, the prospective member is now an official member. They can begin attending regular meetings and will begin the Red-to-Blue badge process. The new member will be introduced by the proposer, or delegate, at a regular meeting as soon as practical.
10. The new member is required to attend a Rotary Information Committee meeting as an important part of the Red-to-Blue badge program.