

New Member Recruitment Process effective July 1, 2025.

Muskegon Rotary is embracing Rotary International's challenge of "Each One, Bring One" encouraging all members to learn the process and actively recruit new members.

Here's a summary of the process.

Conversation - Have a conversation with a potential member and invite them to attend a weekly lunch meeting. This can be either an in-person (including ReWine) or a virtual meeting. It is a requirement of membership that a candidate has attended at least one meeting.

Application - After the candidate has attended a meeting and expresses interest in joining, the sponsor will complete the fillable PDF membership application form also on the Members Only website page. The candidate may fill in their information, but the bottom section of the form is to be completed by the sponsor with their statement of recommendation. Applications should be forwarded to the Club Coordinator by email or regular mail.

Board Review - The Club Secretary presents the application for review and approval at the next Muskegon Rotary Board meeting which are held on the second Tuesday of each month. The submittal and approval of the application starts the process; however, approval of the application is not an obligation for the candidate to make a final commitment to join.

Notified of Approval/ Name Published in RIM - New members are notified of the board's approval of their application by letter from the Club Coordinator or Secretary. The letter includes details of the financial commitment (a one-time initiation fee of \$100 and the amount of the quarterly dues which is currently \$187 and \$101.00 for Re-Wine members). The new member also receives a copy of the dues policy and is invoiced for the fee and dues owed.

Dues Received/Induction Scheduled - Once the candidate's initiation fee and dues have been received, the sponsor and candidate can coordinate the scheduling of the induction with the Club Coordinator. A member is considered admitted to the club once dues have been received and attends meetings as a regular member in person or virtually even if the induction is delayed.

Club Orientation - A new member is expected to attend a Club Orientation session, held on the first Wednesday of each month from 8-9:30 am at the Shoreline Inn. The Orientation may be attended either prior to induction or afterward. Sponsors are also encouraged to attend. The membership engagement committee will also determine with the sponsor at that time if they wish to act as navigator for the new member. A description of navigator responsibilities is also posted on the Members Only page.

Induction - At the induction held during a weekly lunch meeting, the sponsor will introduce the new member to the club who is then formally inducted by the Club President.

Questions re: the membership application process may be directed to Membership Recruitment Chair, Mary Anne Gorman, ma.gorman@hotmail.com or the Club Coordinator, Kim Boersema, MuskegonRotaryCC@gmail.com.



P.O. Box 0066

USKEGON ROTARY CLUB

Muskegon, Michigan 49443

www.muskegonrotary.org

MEMBERSHIP APPLICATION

(Forward Completed Application to muskegonrotarycc@gmail.com)

To be Completed by Individual Applying for Membership

DATE _____ MEMBERSHIP TYPE: NEW ___ TRANSFER ___ RETURNING ___

NAME _____ NICKNAME _____

HOME PHONE _____ CELL _____ E-MAIL _____

HOME ADDRESS _____ CITY _____

ZIP _____ BIRTHDATE _____ SPOUSE/PARTNER'S NAME _____

EDUCATION _____

PRESENT EMPLOYER & POSITION _____

WORK ADDRESS _____ CITY _____

ZIP _____ WORK PHONE _____ E-MAIL _____

PREVIOUS EMPLOYMENT _____

COMMUNITY VOLUNTEER ACTIVITIES _____

To be Completed by Club Member Proposing Applicant for Membership

WHY DO YOU FEEL THIS INDIVIDUAL IS A GOOD CANDIDATE FOR MEMBERSHIP IN OUR CLUB?

Proposer's Name _____ Phone _____ E-Mail _____

To be Completed by Club Secretary

Date of Membership Approval _____ Date Dues Paid _____ Orientation Date _____