

Prospective Member Evaluation Process



When a prospect becomes interested in joining the **Lake Norman/Huntersville Rotary Club**, the following steps are taken (in accordance with the Rotary Document “*Membership Process*”) to properly evaluate the prospective member’s intentions and commitment in becoming a member of this club:

1. The Chair of the Membership Committee receives an application from a prospective member that has attended at least 3 club meetings. Applications can be provided to prospective members by any sponsoring Rotarian. Any club member providing an application to a prospect should inform the Membership Chair and have the completed application returned directly to the Membership Chair.
2. The Membership Chair contacts the prospective member to discuss the following elements and requirements of Rotary membership:
 - a. Attendance requirements to include 60% of each meeting attended and how to achieve a make up meeting (the concept of 100% attendance is introduced as a goal not an obligation)
 - b. Financial obligations (dues & optional Foundation contributions)
 - c. Expectations for the contribution of time to meetings, wine auction, club activities, etc.

With a clear understanding of all the above, honest and specific conversation with the prospective member further reveals their true motivation for joining our club. Typically, the prospective member wants to find a proper channel for “giving back” to the community, locally and to the world at large.

The Membership Chair specifically points out that our club is **NOT** a “networking club” or a “leads exchange group.” These points are made to ensure that the candidate has a crystal clear understanding of our club and the club’s mission. During the conversation, “service to fellow man and community” are stressed with the final question being asked, “Do you have a clear picture about what our club does and does the mission of Rotary mesh your goals and expectations?” The answer is usually a resounding “yes.”

3. Once the prospective member understands the requirements of membership, the Membership Chair forwards a recommendation to the Board to accept or reject the candidate. The President presents the candidate’s application to the Board for consideration and the Board votes yes or no on the application.
4. With the Board’s approval, the candidate’s name and request for entry to the club is submitted to the general membership by the Secretary via e-mail for comments regarding the prospective member. Typically, we allow for 1 week (7 days) for comment to be shared by the membership this time period can be adjusted, depending on the circumstances. If there are no objections, the President directs the Membership Chair to contact the prospective member. The candidate is informed that his/her application for membership has been accepted and approved.
5. A mutually agreed upon date for induction is agreed to by the Membership Chair (with the President’s consent) and the prospective member.

If the Membership Chair is unavailable to carry out these duties, any member of the Membership Committee, the President or any past president can carry out these duties to the satisfaction of the Board and membership.

Note: The Membership Committee may be convened to discuss a specific candidate’s application if extenuating circumstances require more direct involvement by the committee as a whole, or if a committee member thinks further review of a candidate’s application is necessary beyond what is described above.