

The Rotary Club of Issaquah

Orientation Guide

An Informal Introduction to Rotary

2013-2014

Welcome

to the

Rotary Club of Issaquah

The day you join The Rotary Club of Issaquah, it becomes a new club because your personality, ideas and participation gives our club a new character and a new collective personality. The Rotary Club of Issaquah is composed of highly distinct individuals who, when they come together as Rotarians, create something special.

Each member has a great opportunity to bring new ideas and enthusiasm to our Rotary club. Your membership will further strengthen the Rotary Club of Issaquah, and we eagerly look forward to your active participation.

This guide is intended to help orient you to the club activities and describe many facets of Rotary.

**The Rotary Club of Issaquah**

We were chartered on March 25, 1977 and sponsored by the Rotary Club of Mercer Island. Current membership consists of about 55 members who meet weekly. Presently our club meets at Tibbett’s Manor on Tuesday at 12:15pm.

Our luncheons meeting extend for about 1 ½ hours and normally conclude at 1:30pm. However, there are a few occasions when the program will extend a few minutes longer than anticipated. We realize that we all work long and busy days, so Rotary tries to make efficient use of our time.

**What is Rotary?**

Rotary is an organization of business and professional men and women united worldwide to conduct humanitarian service, encourage high ethical standards in all vocations, and help build goodwill and peace in the world.

Rotary began in Chicago in 1905 by a man named Paul Harris and three of his friends, Gus Loehr, Silvester Schiele, and Hiram Shorey. The international headquarters is in Evanston, Illinois. There are over 1.2 million members belonging to over 32,912 clubs in over 150 countries.

Service is the all-important Rotary principal. You will hear the Rotary mottos many times: “Service Above Self” and “He/She Profits Most Who Serves Best”. Rotary clubs exist for the purpose of giving members and organized outlet to do something for other in their community in an organized manner which could not be done as well by the individual working alone.

Rotarians put service ahead of their own interests. It means we serve even when it is inconvenient or costly.

**Object of Rotary**

The object of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, and to encourage and foster:

**First:** The development of acquaintance as an opportunity for service;

**Second:** High ethical standards in business and professions, the worthiness of all useful occupations, and the dignifying of each Rotarian’s occupation as an opportunity to serve society;

**Third:** The application of the ideal of service in each Rotarian’s personal, business, and community life; and

**Fourth:** The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

**How you were selected**

Membership in Rotary is by invitation only. One of our members proposed you for membership because you are considered an outstanding representative of you vacation in our community. Your proposed membership was reviewed by the Membership Committee which considered you for your potential to become an active and contributing member. The Classification Committee determined that your occupational “classification” was “unfilled”, that is, not currently held by another member. Up to 5 may occupy each general classification but only one in each specific classification is allowed. The Board of Directors has officially approved your proposed membership. All club members were informed by special notice of your interest in joining our club.

Rotary cannot be likened to a country club or fraternal lodge. There are responsibilities and opportunities far beyond those of simply “belonging” and occasionally attending luncheons with a congenial group of individuals. You will find your horizons broadened as you make new friends who are active in a wide variety of occupations and professions in our club’s area.

**Types of Classifications**

An active or additional active member holds a classification which is the word or phrase that describes the principal and recognized activity of the firm, company, or institution with which he or she is connected, or that describes his or her principal and recognized business or professional activity.

No other member, except an additional active member, can hold the exact same classification as yours.

Your classification is not given to you; instead it is considered “On Loan” to you, for as long as you are an active member of the club. Represent it well.

Should your business change, your classification will also change.

The purpose of the classification system is to create a membership that is diverse and representative of the community from which the membership is drawn.

**The Four Avenues of Service**

All activities of Rotary come under Rotary International’s basic organization known as “The Four Avenues of Service”.

**Club Service:** Club service involves actions a Rotarian takes to help his or her club function successfully.

**Vocational Service:** The obligation of each holder of a classification in Rotary to share the Ideal of Service in all the relationships of his/her business or profession with other who are not Rotarians.

**Community Service:** Community Service means those activities that a Rotarian undertakes, either as an individual or in conjunction with others, which demonstrates their thoughtfulness of, and helpfulness to, residents in the community.

**International Service:** Those things that a Rotarian can do to advance international understanding, goodwill and peace.

Each avenue has an overall committee. Most of these committees have subcommittees which focus on specific areas of that avenue. These avenues are explained in detail in the Rotary Basic Library.

You will have the opportunity to serve in one or more of these committees. You need not wait to be asked—you may volunteer at any time. If you are shy, don’t worry: we will assign you somewhere. Every member of the club serves on at least one committee.

**Club Organization**

Every club is chartered by Rotary International (RI), which is the umbrella organization for Rotary. RI requires that every club adopt a “standard constitution” which insures that all clubs are similarly structured. Each club then adopts its own distinctive by-laws for its operations.

Our club is governed by a board of directors. The officers of the club, who are also directors, are president, president-elect, vice president, secretary and treasurer. The officers and directors are elected in accordance with our club by-laws. Everywhere in Rotary, officers are selected by December and change on July 1st.

Meetings of the board of directors are held monthly, at a time and place announced by the president. All directors shall attend, and all other members are sincerely invited as well. Since the business of the club is done at the board meetings, it is a great opportunity to learn about your club.

**District Organization**

All Rotary clubs are grouped into “districts” which are composed of forty to sixty clubs each. There are over 529 districts worldwide.

Our club is a member of District 5030 which comprises approximately 50 clubs in King County and south Snohomish County. There are about 3,100 members in the District.

The district is a support organization designed to help members, committees, officers, and directors of the clubs. The district is headed by a “District Governor” who is a member of a club in the district. He/She is elected because he/she is an outstanding Rotarian with many years of successful leadership. The district governor is an office of Rotary International, and as such, provides the link between Rotary International and the individual clubs.

The District Governor visits every club in the first part of the rotary year. Kathy Johnson, a member of our club was District Governor during the Centennial year of rotary, 2004-2005.

**International Organization**

Rotary International is the international organization to which all clubs belong. Individuals belong to their clubs, not to RI.

RI is governed by a board of directors and headed by the international president. These leaders are nominated by a RI nominating committee and elected at the annual international convention.

RI organizes zones and districts; charters clubs; stages the international convention and assembly and provides administrative and support activities for clubs.

RI headquarters: One Rotary Center

 1560 Sherman Ave

 Evanston, IL 60621

 [www.rotary.org](http://www.rotary.org)

**Conferences, Assemblies, Conventions**

Every year the District Governor holds a District conference. The conference is a three day event held in the spring, and usually convened in a resort location. Its purpose is information, inspiration, and fellowship. ‘All members of the district are urged to attend and to bring their partners.

The district also sponsors a District Assembly each spring. Its purpose differs from that of the conference in that the purpose of the district assembly is to provide practical, how-to information on various Rotary subjects. The program lasts from four to six hours and is free. All members who wish to improve their knowledge of Rotary should attend. The board of directors of the club shall attend.

Rotary International annually holds the International Convention for Rotarians for all over the world. Recent locations include: LA; Birmingham, UK; Montreal Canada; New Orleans; Bangkok, Lisbon. Attendance at these conventions leaves every Rotarian with the certain knowledge that the internationality of Rotary is real. Everyone should attend at least one International Convention.

**Attendance:**

Rotary does not want “A knife and fork” members or what we call “RIONS” (Rotarians IN name only). We want you to participate. When you participate, our club is more effective. When you do not participate, our club is weakened.

One of the measures of participation is attendance at regular club meetings. In Rotary, attendance is required. Without regular attendance, you do not learn about your club activities, you do not know about club activities, and you do not come to know you fellow club members. You are important to Rotary, or we would not have elected you to membership. How important Rotary is to you will be seen by your attendance record.

Make your Rotary attendance a good habit. Although it is sometimes difficult to get away from a busy office, try to make Rotary an essential part of your weekly plan.

Rotary considers attendance an essential part of being a member. The standard club constitution requires a member must attend at least 60% of the meetings in each six month period of the Rotary year, of which half must be at your home club or at committee meetings.

The constitution also requires a member to be terminated if he/she misses four consecutive meetings.

If a member is not interested in attending regularly, it would be fairer for him/her to release his/her classification and allow some other representative of his/her vocation to be part of the club.

**Make-ups**

Occasionally, business, travel, and illness will prevent your attendance at our club. You have the privilege to make up that absence by attending a meeting of another Rotary club. Any make-up, to be valid to credit attendance, must be accomplished any time after the second meeting previous to the one you missed. Put another way, thirteen day before or after the miss. It is your responsibility to ensure that our club secretary is informed about your make-ups.

Make-ups are one of the fun privileges in Rotary. You are warmly welcomed by a group that knows nothing about you except you are a Rotarian like them. The friendship they extend to you will explain again what we mean by fellowship.

Make-ups can be done in local clubs, and in clubs around the world. The meeting times and place of Seattle area clubs are on the district website [www.rotary5030.org](http://www.rotary5030.org) and attached to this orientation booklet. Foreign country make-ups are highlight of a Rotarian’s career. Check the Rotary world directory at [www.rotary.org](http://www.rotary.org) .

Make-ups can be earned in ways other than attending a meeting of another club. Attendance credit is also granted for attending district conference, district assembly, international convention, district meetings, and club committee meeting.

Another aspect of make-ups is how we treat Rotarians who visit our club for a make-up. The Golden Rule applies here. Be friendly, invite visitors to join your table, involve them in your conversations, and make them want to come visit us again.

**Participation**

The purpose of attendance requirement is to foster participation by all members in the activities of the club. We know that no one can be completely involved in all activities, because there are so many. Rotary has been likened to a giant smorgasbord of service: you take a little of this, a little of that, and a whole lot of something else. Your participation goal in Rotary should be to serve heavily in at least one area and at least somewhat in others.

Four areas of participation are mandatory.

1. Attend club meetings, as discussed.
2. Serve on at least on committee
3. Membership—Obtaining new members is everyone’s job
4. Fund raising—taking part in all fund raising activities.

**Admission Fees and Dues**

Like all clubs, we require an admission fee to be paid to cover some of the costs of your induction. This is paid only once.

Annual dues a paid each year by July 1 for the ensuing year.

**Other costs of membership**

In addition to admission fees, dues and meal costs, there are other costs of your membership. You will be expected to participate fully in fund raising activities. Usually these are structured so that we obtain funding from sources outside the club, i.e., by soliciting or selling. Nonetheless, should we run an auction; you would be obligated to attend, at the cost of the dinner.

Also from time to time, we may ask your company to support our activities by donating some service or product. Occasionally, there will be club social function which may require extra expenditure. Finally, we expect your time. That is probably your most precious possession. We promise to use it well!

**Cost Summary:**

To recap, your costs are as follows:

Admission (one time)………………………………………..$75.00

Annual dues…………………………………………………. $330.00

Meal costs (w/100% attendance)………………………….. 750.00

Special Events……………………………………………….\_\_\_\_\_\_\_

Minimum contribution to Rotary Foundation……………..$100.00

**Fines**

Fines are usually modest and generally infrequent. Fine money goes to worthy causes, SO wear your badge, pin and don’t get your picture in the paper. Don’t forget to turn your cell phone off, it could cost you!!!

**Pin and Badge**

You should always wear your Rotary lapel pin. You will be surprised at the number of people who will greet you upon recognizing the pin.

At club, and at certain club functions, also wear your badge. Its purpose is to let everyone know who you are. Although your club members know you, visitors do not.

**Red Badge**

A red badge is given to a new member upon induction. To acquire a Blue Badge you must complete the following:

1. A classification talk
2. Be a greeter
3. Attend a board meeting
4. Attend a district meeting

**Classification Talks**

Classifications talks are a frequent feature at club meetings. As a new member, you will be asked to address the club and describe your classifications and tell us something of your personal background so we can get to know you.

**Programs**

Each week, the Program Committee strives to present a program on an interesting topic. We try to provide a wide variety of subjects so we can learn more about our community and what is going on in it. When, not if, you become aware of a good speaker on a topic of general interest, contact your program chairperson so he/she may determine its appropriateness and schedule a time.

Speakers want to talk to you and they appreciate the fact you are an important representative of your business or profession.

If you do not attend meetings, you are missed, and you miss the opportunity to learn more.

**Early Leaving**

**Members are expected to attend the entire meeting**.

If for some reason you must leave early, by all means avoid walking out on the speaker. This is a discourtesy to the speaker and embarrasses the program committee, the president, the club, and Rotary in general. If you must leave early, please do so unobtrusively and before the program committee introduces the speaker.

**Social Media/Publication/Club Roster**

Our club regularly publishes a membership roster which can be accessed on the website or DaCdb. It is to be used only for club purpose. The use of the membership list for any business purpose by any member or by any person who might financially gain is strictly prohibited. You can ask for referrals, announce, advertise special events.

**Student Exchange Program**

Each year an “inbound” high school student from another nation visits Issaquah and lives with several families in the community. Other families help provide stimulating educational opportunities for the inbound student on occasional evenings and weekends.

Also, each year a local high school student is selected to go abroad, attend high school in a foreign notion, and live with Rotary families. Our Rotary club sponsors this student and helps cover travel expenses. The Student Exchange Program is a outstanding example of Rotary’s emphases on youth, educations, and international understanding.

**Business Relationships**

Rotarians are banded together for the purpose of doing service It is understood that Rotarians do business with each other, presumably because it is natural to business with those you know and trust and who adhere to the business ethics espoused by Rotary.

In furtherance of this belief, it is inappropriate to initiate discussion with other members the purpose of which is to solicit business.

**Communications**

A portion of your dues also pays for your subscription to the official magazine of Rotary, *The Rotarian*.

With Technology Rotary is there……..

Rotary International [www.rotary.org](http://www.rotary.org)

District 5030 [www.rotary5030.org](http://www.rotary5030.org)

Rotary Club of Issaquah [www.issaquahrotary.org](http://www.issaquahrotary.org)

**The Rotary Foundation**

The Rotary Foundation is a public charity, recognized as such by the Internal Revenue Service. It was established in 1917, and is headquartered in Evanston, along with Rotary International. Its activities are worldwide.

The purpose of the Foundation is to further the fourth object of Rotary: to advance international understanding, goodwill and peace.

The Foundation operates several programs, including university level scholarships and group study exchanges. It funds humanitarian projects through the Health, Hunger and Humanities and the Matching Grants programs. The Foundation has also taken the worldwide lead in eradication polio by inoculating every child in the world.

Contributions to the Foundation are recognized on several levels. Individual recognitions are:

1. Paul Harris Fellowship. An individual who contributed, or in whose name is contributed, the amount of $1,000 US, is recognized as a Paul Harris Fellow.
2. Paul Harris Sustaining Member. An individual who makes an initial contribution of at least $100, and intends to make contribution of at least $100 annually until he/she becomes a Paul Harris Fellow, is recognized as a Paul Harris Sustaining Member. (No formal pledge is required.)
3. Sapphire. After donating $1,000 to the foundation, most Rotarians continue to donate to the Foundation because of respect for the work it does. The Foundation recognizes their sharing by recognizing such persons with a Paul Harris Fellow pin which contains a sapphire stone for each additional $1,000 donated. These pins have a maximum of five stones, indication the Rotarian has donated up to $6,000.

Donations made to this portion of the Rotary Foundation (called the Rotary Foundation Annual Programs Fund) collected in one Rotary year and expended three years later. This cycle is intended to provide time for planning the expenditures.

***“Every Rotarian Every Year” is the expectation of The Rotary Foundation.***

You can access and make donation through member access at [www.rotary.org](http://www.rotary.org) as well as set up a direct deposit called TRF direct.

**The Rotary Foundation Permanent Fund**

The Rotary Foundation established a permanent fund in 1982(known as the Endowment for World Understanding from inception until it was renamed “The Permanent Fund” in November, 1994). Unlike the annual programs fund discussed above, funds contributed to the permanent fund are held in perpetuity and only the income is ever spent. In this manner, a gift continues to produce income forever; thus the gift continues to give forever.

Income from the permanent fund supports the general programs of the Rotary Foundation.

Contributions to the Foundation’s Permanent Fund are recognized through the Benefactor recognition program:

1. Benefactor. An individual who contributes, or in whose name is contributed an amount of $1,000 is recognized as a benefactor.

2. Bequest Society. An individual who leaves after death any amount of $10,000 or more is recognized as a member of the Bequest Society.

Thus any Rotarian may become a Benefactor or a member of the Bequest Society by designating the Rotary Foundation’s Permanent Fund in one’s will and/or notifying the Foundation of the provision.

Most Important of ALL

**THE FOUR WAY TEST**

The essence of Rotary is summed up

1. Is it the **TRUTH?**
2. Is it **Fair** to all concerned?
3. Will it build **Good Will** and **Better Friendships**?
4. Will it be **Beneficial** to all concerned?

If we abide by the “Four Way Test” in whatever we do, we will be well on our way toward leading productive lives that are sensitive to the needs and feelings of our fellow men and women. You are now a member of an organization that is attempting every day to raise the standards of conduct between human beings.

Welcome to The Rotary Club of Issaquah!!!

We look forward to your active participations.