

## Bartlesville Daybreak Rotary New Member Orientation Checklist

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The items below will help you learn about Rotary and Daybreak Rotary Club, set up your DACdb and MyRotary accounts, and get involved in club activities. Once you have completed this checklist, present it to the club Secretary and the club will remove your “new member” blue sticker indicating that you are a knowledgeable and engaged member of our Club.

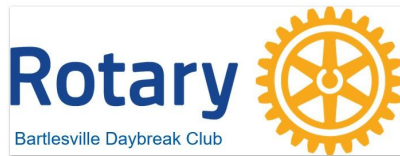
**(?consider re-implementing the ‘new member’ blue sticker that is affixed to the white member badge. When the new member has completed this checklist, the member will be recognized during a meeting’s ‘Club’ portion as ‘no longer a new member’ by ‘removing the blue sticker’.**

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**(? consider requiring specific items indicated with an asterisk?)**

### Watch the Videos & Articles:

- [What is Rotary](#) \*
- [What Rotary Really Is](#)
- [The Heart of Rotary - The Rotary Foundation](#) \*
- Browse [Bartlesville Daybreak Rotary Club](#) website \*
- Follow our [Daybreak Rotary Facebook page](#) \*
- Browse Daybreak Rotary’s Signature Project Event
  - [Fantasy Land of Lights](#) \*
  - Follow on Facebook [Fantasy Land of Lights](#) \*
- [Daybreak Rotary Club Dictionary Project](#)
- [Bartlesville INTERACT Club](#) (Instagram)
- [RYLA - Rotary Youth Leadership Awards Camp \(District 6110\)](#)
- [Rotary Youth Exchange](#)
- [Medical Supply Network, Inc. \(MSNI\)](#).
- Browse the [Rotary District 6110 Website](#) \*
- [What is the Rotary 4-Way Test - History of the Rotary 4-Way Test](#) \*
- [What is Rotary International? Your Local Rotary Club is Doing More Than You Think](#)



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### Do the Following:

- Set up an account on DACdb – Contact Janie Keleher, Club Secretary, for assistance
  - o Log in and go to My DATA tab at the top of the page [District Database - DACdb log in](#)
  - o Click on Edit Member in the menu on the left
  - o Update your contact and personal information, photo, etc using the tabs at the top of the page
  
- Set up a MyRotary account in Rotary.org - Contact Janie Keleher, Club Secretary, for assistance
  - o Go to [myrotary.org](http://myrotary.org)
  - o Using the yellow button on the page, GO TO PROFILE
  - o Verify/update your profile
  - o Go back and explore MyRotary, paying particular attention to resources under the Learning & Reference tab at the top of the page.
  
- Get Involved
  - o **Attend a Daybreak Rotary Club “Fireside Chat” orientation session.**
  - o Attend a Daybreak Rotary Club Board meeting. Meet the leaders and observe a board business meeting.
  - o Review our committees and service projects [Daybreak Rotary Service Areas](#)
  - o Discuss potential project involvement with your Rotary Sponsor (member who invited you to joining Daybreak Rotary)
  - o Select at least one Service Project or Youth Services and contact the committee chair to discuss membership and duties. Get the chair to add you to the committee list.
  - o Understand that there will be opportunities throughout the year to lead or participate in smaller projects and fundraisers (e.g. Gourmet Grilled Cheese Competition, Pints for Polio, etc), and a need to participate in bigger events like Fantasy Land of Lights and Afghan We Can.
  
- You should also sign up on the rotational schedule to assist in Friday Meetings:
  - o **(?Consider initiating this ‘greeter’ position to help sergeant-of-arms?)** Greeter – Welcome members and guests to the meeting. Monitor the guests sign in and the club meeting activities sign up (Pledge, Invocation, 4-Way Test, Song) to assist the sergeant-of-arms’ greetings & the President’s announcements of members doing the meeting activities.