



MEMBER INFORMATION GUIDE

WELCOME TO

THE ROTARY CLUB OF COLLINGWOOD SOUTH GEORGIAN BAY

“Rotary is: involving club members – new and long-time members - giving them a sense of ownership in their club, an understanding of the clubs goals for the future and motivation to work together to achieve those goals.”

CLUB INFORMATION:

Club 54505 in District 7010

Meets Every Thursday from 7:30 AM to 8:30 AM

Collingwood Youth Centre, 76 First Street

Mailing Address:

Rotary Club of Collingwood South Georgian Bay

4-115 First Street, Suite 459

Collingwood, ON, L9Y 4W3

FOR OTHER ROTARY CLUB MEETINGS GO TO:

www.rotary7010.org or www.rotary.org [search club finder]



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“Rotary unites problem solvers around the globe behind one goal: to do more good”.



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HISTORY OF ROTARY INTERNATIONAL

Having moved to Chicago and finding it difficult to meet others, attorney, Paul Harris, formed a club in February 1905. He started with three other businessmen. Initially formed for fellowship the club soon saw itself striving for providing service to others. In time the club developed such that professionals with diverse backgrounds could exchange ideas, form meaningful lifelong friendships, and give back to their communities. Rotary's name came from the group's early practice of rotating meetings among the offices of their members. Rotary grew out of this fellowship of 4 businessmen into an International service organization with over 1.2 million passionate individuals with over 35,000 clubs in over 300 countries. The first club that formed in another country outside of the USA was formed in Winnipeg, Manitoba in 1910. In 1989, Rotary International voted to admit women into Rotary clubs worldwide. By 2010 over 200,000 women had become members of Rotary. Through various fundraising projects and volunteer time, Rotarians make significant contributions to improving their local community and communities around the world.

“Whatever Rotary may mean to us, to the world it will be known by the results it achieves.” Paul Harris, 1905

For more information about Rotary please visit www.rotary.org



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ROTARY FOUNDATION

In 1917 the annual convention of Rotary was held in Atlanta Georgia. A small surplus was left over from the convention (\$26.50) and that became the first endowment to the Rotary Foundation. Through the establishment of the Foundation, Rotarians around the world are able to harness their collective giving and desire to do good in the world to create a powerful force for improving the lives of others in communities around the globe.

Today the Rotary Foundation has a fiduciary responsibility for over \$1.175 Billion in assets and allocates approximately \$300 million in grants and aid each year. Detailed financial statements of The Rotary Foundation can be found at <https://my.rotary.org/en/financial-reports>

The top priority of Rotary and its Foundation is to eradicate Polio from the world and concentrate on six major areas of focus:

- Peace and conflict prevention/resolution
- Disease prevention and treatment
- Water and sanitation
- Maternal and child health
- Basic education and literacy
- Economic and community and development

Through earnings on its investments along with contributions from Rotarians and other partner organizations and foundations The Rotary Foundation supports funding of many programs and projects in communities all around the world. Projects supported by The Foundation must be sustainable and involve local Rotarians. Foundation support can be in the form of Peace Scholarships, high value Grants, providing matching funds for Global Grants and supporting smaller scale District Grants. To learn about all that The Rotary Foundation does please go to: <https://www.rotary.org/en/about-rotary/rotary-foundation>

Every Rotarian as well as every Rotary Club has the opportunity to support The Rotary Foundation through financial contributions.

Clubs have the ability to contribute directly to The Foundation to earn Paul Harris points that can then be used to make Paul Harris Awards to deserving individuals within their communities.

Rotarians have the opportunity to have their contributions recognized at various levels of giving (all amount are in US Dollars):

- Rotary Foundation Sustaining member \$100 or more in annual giving
- Paul Harris Fellowship \$1000 cumulative giving (multiple PHF's can be attained)
- Paul Harris Society \$1000 giving each year
- Major Donor \$10,000 or more cumulative giving (higher levels can be attained)
- Arch Klumph Society \$250,000 or more one time donation (higher levels can be attained)
- Benefactor leaving \$1000 or more to The Foundation through one's estate
- Bequest Society leaving \$10,000 or more to The Foundation through one's estate (higher levels can be attained)



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ETHICS OF ROTARY

Rotary is built upon the principles of the Four-Way Test, a simple set of four questions. Rotarians interact in their daily lives, by considering the following in all things that they think, say and do:

THE FOUR WAY TEST

- Is It The Truth?
- Is It Fair To All Concerned?
- Will It Build Goodwill And Better Friendships?
- Will It Be Beneficial To All Concerned?

CONFLICT OF INTEREST

All decisions and all activities made in the name of Rotary and any of its beneficiaries by every member of the club must adhere to our club's conflict of interest policy:

“All individuals involved in a program grant and/or award shall conduct their activities in a way that avoids any actual or perceived conflict of interest. A conflict of interest is a relationship among individuals through which an individual involved in a program grant or award caused benefit, or could be perceived to cause benefit, for such individual or such individual's family, personal acquaintances, business colleagues, business interests, or an organization in which such individual is a Trustee, Director, or Officer.”



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ROTARY VISION STATEMENT

Together, we see a world where people unite and take action to create lasting change – across the globe, in our communities, and in ourselves.

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, to encourage and foster:

FIRST: The development of acquaintance as an opportunity for service;

SECOND: High ethical standards in business and professions; the recognition of 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;

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

CLUB VISION STATEMENT

The Rotary Club of Collingwood South Georgian Bay (SGB) is an enjoyable, cohesive, friendship and service-oriented club; dedicated to the well-being of our members, youth, local and international communities.



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HISTORY OF ROTARY CLUB COLLINGWOOD SOUTH GEORGIAN BAY (SGB)

Based on the desire for growth in Rotary Club in the Collingwood and South Georgian Bay catchment area the Rotary Club of Collingwood sponsored formation of the Rotary Club of Collingwood South Georgian Bay.

In 2000 an initial group of interested potential members began to meet and application was made to Rotary International to form the club. The club obtained its Charter on February 17, 2001, with 25 Charter Members and David Sturch as the Founding President. The charter was presented by the District 7010 Governor Reid Asselstine at The Blue Mountain Resort.

Our club is one of 46 clubs in the district. Our District includes Barrie to the south, Collingwood to the west, Peterborough in the east and Kapuskasing, Timmins and Rouyn/Noranda in the north. There are 4 francophone clubs in the district.

PAST PRESIDENTS

2000 – 2001	David Sturch
2001 – 2002	Lesley Paul
2002 – 2003	Ian Whitton
2003 – 2004	David Foster
2004 – 2005	Kim Giffen
2005 – 2006	Michael Christie
2006 – 2007	Sean Huycke
2007 – 2008	Sue Bragg
2008 – 2009	John Greswell
2009 – 2010	Michael Stahr
2010 – 2011	Lorne Kenny
2011 – 2012	Jane Tilley
2012 – 2013	John Saul
2013 – 2014	Peter Hodgson
2014 – 2015	Martin Oosterveld
2015 – 2016	Rossalyn Workman
2016 – 2017	Lisa Farano
2017 – 2018	Juanita Hodgson



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ROTARY CLUB OF COLLINGWOOD SGB CHARITABLE FOUNDATION

This is the Club's own local foundation. It is incorporated as a not-for-profit corporation. It is approved by Canada Revenue Agency as a charitable organization and can issue tax receipts for donations that are made to it.

It was set up to enable the members of the Rotary Club of Collingwood/South Georgian Bay to do two things:

1. Issue charitable receipts for a portion of the price of tickets to various Club events, such as Taste of the Town, thereby making the ticket somewhat easier to sell.
2. Provide a place where Rotarians (and possibly others) can make a donation or assign a portion of their estate for use in the local area.

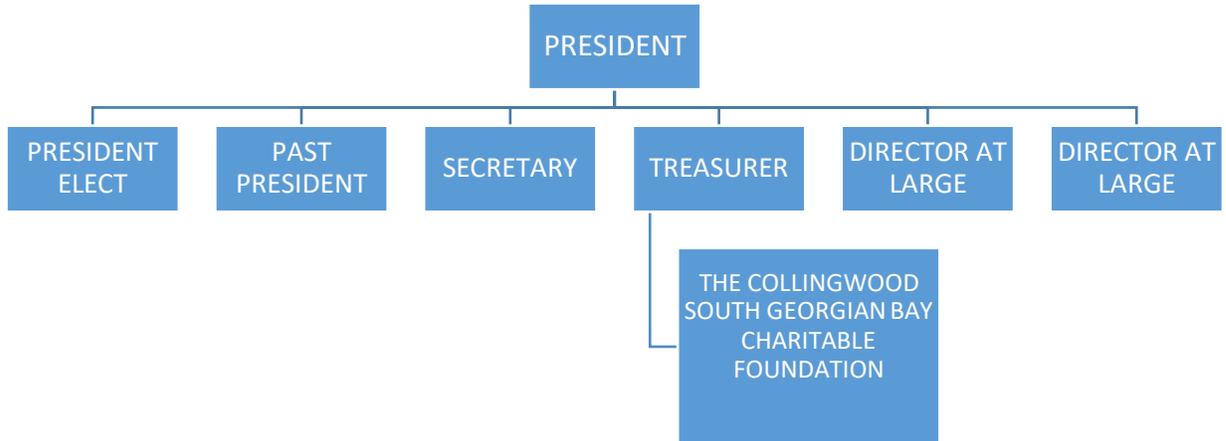
All members of the Rotary Club of Collingwood/South Georgian Bay are also members of the Rotary Club of Collingwood South Georgian Bay Charitable Foundation.

***“Get Involved
Improve your community
Create change – local and global”***

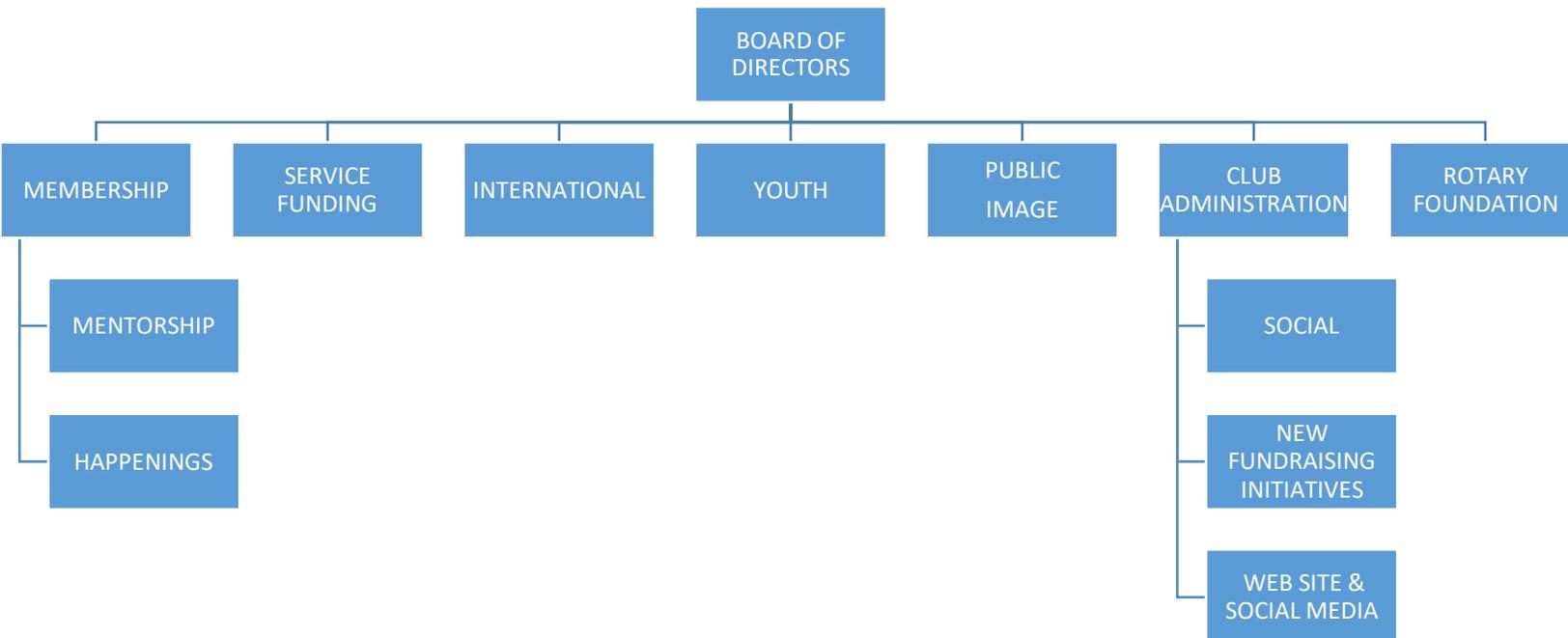


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CLUB BOARD OF DIRECTORS



CLUB STRUCTURE





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FUNDRAISING AND SPENDING

FUNDRAISING EVENTS

FOURS
HOCKEY

ROTARY 4
KIDS

TASTE OF THE
TOWN

POLIO DAY

POLIO
PURSES

OTHER

SPENDING

END POLIO NOW

VARIOUS LOCAL
CHARITIES

VARIOUS
INTERNATIONAL
PROJECTS

VARIOUS YOUTH
PROJECTS

THE ROTARY
FOUNDATION



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CLUB COMMITTEES

- **Membership** -To actively attract and retain members by ensuring they are informed, involved and recognized for their contributions.
 - **Mentorship** – recruits club members as mentors to offer new members guidance and support in becoming a Rotarian.
- **Service Funding** - Oversees the funding process for how our Rotary club allocates its funding both International and to our Local Community services and organizations. This is voted on by all the members.
- **International** - Supports RI Foundation programs, service trips, as well as current club initiatives – i.e. Philippines Back to School Program.
- **Youth** – Supports local activities such as RYLA (Rotary Youth Leadership Awards), Junior Achievement, Rotaract, Interact, Adventures in Citizenship, long and short-term Youth Exchanges, high school bursaries as well as other youth leadership development activities.
- **Public Image** - To promote and disseminate information about the club and club events to the membership and the local community.
- **Club Administration** – To support the club by ensuring that all administrative matters (within the club and with other levels of Rotary) are handled in a timely and efficient manner. Areas of responsibility are: Club Program (assigning of Monthly Meeting Teams), Communications, Record Retention, Rotary Central Reporting (including Volunteer Hour recording), and Sergeant at Arms.
 - **Social** – To co-ordinate and plan all social/fellowship activities and events of the club.
 - **New Fundraising Projects** – To identify and support new fundraising projects for our Rotary club.
 - **Web Site & Social Media** –To maintain the club's websites and social media presence
 - **Happenings** – A monthly bulletin listing upcoming meetings, events, team rosters and opportunities.
- **Rotary Foundation** - Encourages club members to support The Rotary Foundation through on-going giving and one-time fundraising campaigns.



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MEMBER RESPONSIBILITIES

Get involved by:

- Attending weekly meetings
- Attending a fireside / social evening
- Attending business meetings
- Visiting other clubs' meetings (anywhere in the world)
- Participating in at least one club committee
- Participating in and support all club major fundraisers and community projects - e.g. Fours Hockey; Rotary 4 KIDS; Taste of The Town
- Encouraging others to join Rotary

Visit and use our club websites:

- www.rotarysgb.org (Focused on information for club members)
 - Keep your profile information up to date
 - Register for events
 - Links to District, International and Rotary Foundation sites
- www.rotarysgb.com (Focused on information about the club for the community at large)
 - Information about fundraising and other events being put on in the community

*“Rotary believes healthy communities are strong communities.
That’s one reason Rotary has worked tirelessly to immunize
2.5 billion children against polio.
That’s what people of action do”*



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OTHER OPPORTUNITIES IN ROTARY

- Hosting (billeting) a Rotary Exchange Student
- Inviting an Exchange Student for dinner or on an outing
- Attending a board meeting
- Attending other Rotary Club meetings www.rotary.org (search Club Finder)
- Attending a District Conference and/or International Convention
- Attending Rotary Leadership Institute (RLI) course
- Participating in an International Service Trip
- Participating in a Friendship Exchange
- Volunteering on a District Committee www.rotary7010.org
- Contributing to The Rotary Foundation
- Joining a Rotary Fellowship – International Rotary Interest groups, ie: golfing, skiing, surfing, photography. You think of it, it's available or start your own group. More info at www.rotary.org/en/our-programs/more-fellowships
- Joining a Rotary Action Group info at <https://my.rotary.org/en/rotarian-action-groups>

“When YOU get involved, it’s not just your community, club, and projects that benefit – YOU benefit, too!”



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TYPES OF MEETINGS

- **Weekly Meetings** – Held each week, normally featuring a guest speaker
- **Business Meetings** - Held 3 to 4 times each year in place of a Weekly Meeting. An open forum to discuss club business
- **Fireside Socials** – To promote fellowship and provide opportunity for discussion of Rotary matters in a relaxing atmosphere – no formal protocols – 2 to 3 times each year
- **Annual General Meeting** – December - Treasurer presents club financial report. Members vote on nominations for club officers and directors on the board
- **Rotary Club Changeover** - June social event to officially welcome the incoming board and celebrate the work of the club and the outgoing board
- **Rotary District 7010 Conference** – October – location moves around the District
- **Rotary International Conference** – June – location moves around the world

“When it comes to being an ACTIVE Rotarian, the opportunities are endless. Build Life Long Friendships!”



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WEEKLY MEETING FORMAT

Monthly Teams are created for assisting with the weekly meeting

- Room set up
- Coffee/Fellowship - 7:15am to 7:30am
- Start of Meeting – 7:30am
 - Welcome
 - O Canada
 - Invocation
 - Toast
 - Welcoming of guests
 - Announcements, including Board updates
 - Rotary Moment
 - Rotary member who arranged speaker to introduce the speaker
 - Thank speaker & present Polio Certificate (certificates located in Rotary cabinet)
 - Happy Bucks/Fines – Team Member (Funds donated to Polio Fund)
 - Closing of the meeting - Thought for the week or reference to 4 Way Test
 - Coffee donated by Tim Horton's – members contribute \$1/cup - Funds donated to Polio Fund
- Take down (all Rotary materials i.e. tablecloths, flags, Happy Bucks box etc. go back in the Rotary cabinet. Room should be left as we found it.

“Together we work to make lasting change in our communities and around the world”



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MONTHLY TEAM DUTIES

- **One month prior**
 - Connect with fellow team members to determine who will do what at each meeting (duties below). Each team member is responsible through the entire month (if necessary each member is to find an exchange or replacement)
 - Arrange speaker for each open week (check with program co-ordinator in administration committee)
 - Obtain a BIO from the speaker
 - Advise program co-ordinator by email who the speaker is (with Bio) and if AV equipment is needed. The program co-ordinator will email all members in advance and advise the Happenings editor.

- **Week before each meeting**
 - Arrange a member to do a Rotary Moment
 - Board Coordinator provides entry code to building for early set up.

- **At each meeting**
 - **Room set up.** Arrive at 7:00 am. Set up: (*All Rotary materials are located in Rotary cabinet in meeting room. Key is in file cabinet*)
 - round tables & chairs and tablecloths
 - Happening flyers on tables
 - name badges (set up on table as you enter room)
 - table-top podium, bell and gavel set-up on table at front of room
 - Rotary flag and 4-way test banner displayed.
 - Team member or designate says a Rotary Moment
 - Advise President who will be introducing the speaker
 - Host/Greeter – Greets members and guests & gives out name badges
 - Start O Canada
 - Team member says an Invocation
 - Team member says a Toast
 - Team Member acts as Sergeant of Arms including Happy Bucks

- **Room take down.** Team Member collects Name Badges and all Rotary materials are locked in Rotary cabinet. Team members ensure room left as they found it.



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Rotary Moment

Why have a Rotary Moment?

- To personalize our relationship with members and especially new members
- To feel more connected to Rotary
- To create an increased awareness of the positive impact of Rotary
- To build up the Rotary brand

What is a Rotary Moment?

A short – no longer than 3 minutes – shared Rotary experience, fact or quote.

When?

To be included in the Weekly Meeting Format. Integrate a Rotary Moment into club communications, meetings and events in creative ways.

Who Participates?

Every member in our club is encouraged to participate. A visiting Rotarian could share a Rotary Moment. The monthly team will invite/ask members to participate for their month or they could read a quote or share a positive Rotary experience for example. Let's share what Rotary is.

*“Rotary: Creating lasting change in communities
around the world”*



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INTRODUCING PROSPECTIVE MEMBERS TO OUR CLUB

All members of the club are encouraged to propose colleagues and friends to join Rotary.

The member who is proposing a person for membership is referred to as the **sponsor**.

The sponsor's role is detailed in the **Guide to Sponsoring a Prospective Member**. (available under the member section of Club Runner).

Once a potential member has decided to join the club the Sponsor will ensure that the **New Member Proposal Form** is completed along with the **Sponsor's Checklist** and submitted to the Membership Committee Chair.

The Membership Chair will then arrange for the **New Member Proposal Form** to be presented to the board and track the onboarding process by completing the **New Member Activation Checklist**. (*The onboarding process should take no longer than 30 days from receipt of New Member Proposal Form to Induction.*)

Following board review the Secretary will publish the proposed member's name for comment from the club membership.

Provided there is no reason to deny the proposed member admittance to the club the Mentor Chair will have the Mentorship Committee assign a Mentor for the proposed member.

The mentor's role is detailed in the **Mentorship Guide**.

The Mentor Chair will advise the Sponsor as to who is designated as the Mentor for the proposed member.

The Membership Committee will arrange with a designate of the Board and the proposed new member a date for the induction ceremony to take place at a weekly meeting.

The following members should be part of the induction ceremony:

- Proposed member.
- President or Chair of the meeting
- Sponsor
- Mentor
- Membership Chair or designate

The following items should be presented in a Rotary folder to the new member:

- Welcome Letter from President
- Rotary Pin & Current Rotary Theme Pin
- Name Badge
- Rotary Membership Wallet Card with web access information
- Printed copy of the Member Information Guide
- Rotary Car decal

The induction ceremony should be an event that portrays the value and importance which the club places on all of its members.