

Everything You Wanted to Know About Rotary Club 29, But Did Not Know to Ask

Are Meals included in the Dues?

Club 29 Dues pay for a “Meal of the Week” which may be either the Tuesday Luncheons or the Thursday “Makeup Breakfast Meeting” but not both. If one attends both the lunch and breakfast meetings, you will be charged extra for the breakfast. The “Meal of the Week” does not apply to After Hours, Inaugural, or other social events.

What is the Thursday Club 29 “Makeup Breakfast Meeting” and where does it meet?

The official name of the Thursday Breakfast is “Club 29/New Member Breakfast” and its purpose is to present information that provides “members the opportunity to learn more about the members and activities of the club.”

The First Thursday of the month is focused in Club 29 New Member Education, where Committee Chairs explain the operations of their committee and activities of the club. Attendance at three of these First Thursday meetings is one of the New Member experience checklist requirements. The programs of other meetings are of various topics.



The Makeup Breakfast Meeting, typically open only to Club 29 members, is currently held at the Hilton Garden Inn (405-607-4000), 2809 NW Expressway (just east of May Avenue, west of the Charcoal Oven, on the north side of the Expressway). The Hilton provides a small breakfast buffet (available to Club 29 members and not the general Hotel guests, just off the hotel lobby) starting at 7:00 am; we meet in the meeting room just east of the 809 Sports Grill. There is a sign-in sheet; attendance at the Thursday breakfast counts as a make-up meeting. If you are attending both the Tuesday and Thursday meetings, you will be billed for the Thursday breakfast.

Where can I park when attending the Tuesday Luncheons?

Through a special arrangement with the Central Oklahoma Parking and Transportation Authority (COPTA), club members may pre-purchase parking vouchers good at any of the COPTA operated parking structures in downtown Oklahoma City. The vouchers cost \$1.20 each, and are valid for the Tuesday lunch, only. Vouchers may be purchased at the Rotary Club 29 sign-in desk before the Tuesday lunch. Present the voucher with your parking ticket when leaving the parking structure.

Most members park at the Santa Fe parking structure, easily accessible to the Petroleum Club through the Metro Concourse Tunnels. You may see a **Parking Lot Full** at the Santa Fe parking garage. However, on Tuesdays, COPTA will place a **Parking Lot Full-Reserved for Rotarians** sign at Santa Fe parking structure, before the structure is actually filled, thereby reserving some spaces for Rotary Members to use.



How do I sponsor a new member for Club 29?

Club 29 does not have “membership application forms.” Rather a new member must be sponsored by at least three current Club 29 members, and approved by various committees and the Board of Directors. A sponsorship form may be found online at: http://www.okcrotary.com/portals/0/docs/Nomination_Frm_2013.pdf. Contact the Rotary Club 29 office for additional information.

How do I make-up a meeting at another Rotary Club?

List of clubs is found on the Rotary International Website (www.rotary.org) click on the **Club Finder** top-line button. There is also an mobile app for iPhone, Android, and BlackBerry, download information is on the Rotary International website. The Club 29 website (www.okcrotary.com) has a list of local make-up locations under “About OKC Rotary”. As a courtesy, and to help with their food headcount, you should call (or e-mail) that club in advance of your attendance. At that club, you will fill out a Visiting Rotarian form; for meeting credit, you will need to mail or fax a copy to Sheryl at the Club 29 office. If you are traveling internationally, Club 29 flags are available to give to the club you are visiting.

What is a Rotary District or Zone?

World wide, there are over 1.3 million members of Rotary who are members of over 34,000 clubs. The clubs are organized into districts, with each district led by a district governor. District leaders, including assistant governors and various committees, help guide and support clubs. Annual district conferences celebrate achievements and bring together Rotarians from different clubs. Several districts may be grouped in to a zone. The Downtown Rotary Club of Oklahoma City (Club 29) is a member of District 5750, basically 40 clubs in North Central and NW Oklahoma (<http://www.rotary5750.org>). We are also part of Zone 27, which contains 15 districts, 694 clubs and over 30,000 members in the central and mountain regions of the United States (<http://www.rotaryzone27.org>).

What is a Paul Harris Fellow?

The Paul Harris Society is named after the founder of Rotary. The Society recognizes as a Fellow, those who contribute more than \$1,000 the Rotary International Foundation’s Annual Fund, PolioPlus (for more than 25 years, Rotary has been a leader in the global effort to eradicate polio), or an approved Rotary International Foundation grant. Rotary Clubs and Districts may sponsor programs that are eligible for matching grants from the Rotary International Foundation.

How does Club 29 handle contributions to Rotary International and the Club 29 Foundation?

Club 29 sponsors three different fundraising programs:

- **“Every Rotarian Every Year”** – annually you are billed \$100 which goes to Rotary International Foundation and accumulates towards a Paul Harris Fellowship. You may donate more anytime. Club 29 has the highest participation of members donating to the Rotary International Foundation, and the highest number of Paul Harris fellows.



- **“25 for 29”** – annually you are billed \$100 which goes to the local Rotary Club 29 Foundation. The Club 29 Foundation generally supports four types of projects:
 1. accepts and distributes donations from club members designated for specific purposes, such as the annual club Project, weekly pocket change donations for specified purposes, Paul Harris Fellowship donations, and donations to The Rotary Foundation through Every Rotarian Every Year.
 2. accepts grant requests made by the club for both international and domestic service projects, including projects in the Oklahoma City area.
 3. provides grants for disaster relief
 4. the Foundation works with individual donors of restricted funds to assist them meet their long-term objectives.
- **“One Pledge”** - is an optional contribution that goes to fund the annual Rotary Club 29 project. The Annual Club Project committee reviews applications:
 1. identifies special needs or projects that meet the objectives of the Rotary and presents those needs or projects to the Club 29 membership
 2. organizes, solicits, and secures from the Club 29 membership and others the funds required to meet the special needs or projects

Where is the Club 29 Office?

The mailing address of the Club 29 office is:
 119 N. Robinson, Suite 360
 Oklahoma City, OK 73102
 405.235.5100 (office)
 405.236.1208 (fax)

The Club 29 office is in the Robinson Renaissance Building, across the street (west) of the First National Center, in downtown Oklahoma City. The office contains a conference room, which may be used for committee meetings, as well as offices for:

- Shirley Kirschner, Executive Administrator (shirley@okcrotary.com) Liaison to the Board of Directors and various committees
- Cheryl Byrd (cheryl@okcrotary.com) Member Services and Communication, Website, and Tuesday luncheon pianist.



Robinson Renaissance Bldg
119 N. Robinson Suite 360

What happens to my Membership Classification if I change my Career Path?

The US department of Labor estimates that today’s college graduates will work, during the course of their careers, in eight different professions, four of which have not yet been invented. Additionally, a profession that may have existed when one graduated college may not exist when one retires.



Recognizing this changing situation, the Rotary International Code of Policies states that clubs should maintain and use up-to-date classification surveys to develop and strengthen membership (4.050.1.). Because business and professional activities as well as terminology varies from community to community, each local club determines its own categories of membership. Periodically, each Rotary International club:

- Identifies the professional makeup of the local community.
- Reviews classifications of current members.
- Creates new classifications and modify existing ones to better reflect the community.
- Sets or adjusts recruiting efforts, as needed.

This means that once you become a member of Club 29, as your career progresses from profession to profession, from membership classification to membership classification, you are still a member of Club 29.

However, to maintain accurate records, it is requested that you notify the Club 29 office when these life changes occur.

In addition to regular membership classifications, Club 29 has also created special membership classifications to fit with a member's situation in life. For example when a member received a temporary work assignment in another city, the Board of Directors may grant a temporary Leave of Absence where the Rotarian is excused from attendance requirements; while dues & contributions must be paid, the member is not charged for meals. Other special classifications include:

- Past Service – Retired or between professions
- Honorary -- Annually elected by the Board of Directors, typically granted to elected officials, with no dues or attendance requirement

Who do I contact if I have Questions about Rotary or Club 29?

Your first contact to answer questions should be to call or e-mail the Rotary office. You may also ask your Sponsor or Mentor for advice.

If you do not have a Mentor and would like one, contact someone on the *New Member Experience / Mentor Committee*.¹...While most committee members are mentors, anyone in Club 29 can be a Mentor, with the Committee providing guidance and supervision for Mentors. The Committee is continually evaluating the New Member Experience, so we would appreciate your feedback.

¹*Membership Group – Jerrod Shouse Group Chair*

* *New Member Experience / Mentor Committee:*

Gail Huneryager - Chair

Please e-mail suggestions and/or corrections for this document to: Bart Binning (bart@bartbinning.com)



Mentoring Guidelines

In Greek mythology, Mentor was the son of Heracles and Asopis, and a friend of Odysseus. When Odysseus left for the Trojan War, Mentor was given charge of Odysseus' son, Telemachus. The goddess Athena visited Telemachus, disguised as Mentor, and advised Telemachus to stand up against the suitors for his mother Penelope. Based on these myths, since the 18th Century, the name of Mentor has come to mean "someone who imparts wisdom to and shares knowledge with less experienced colleagues."

While mentoring is a communication process that is relationship based, its precise definition is evolving, and based on the situation. One definition used organizational theory is:

Mentoring is a process for the informal transmission of knowledge, social capital, and the psychosocial support perceived by the recipient as relevant to work, career, or professional development; mentoring entails informal communication, usually face-to-face and during a sustained period of time, between a person who is perceived to have greater relevant knowledge, wisdom, or experience (the mentor) and a person who is perceived to have less (the protégé or mentee).¹

In the case of Rotary Club 29, and the *New Member Experience / Mentoring Committee*, our definition of mentoring is more focused:

Mentoring is the process of guiding new members as they become engaged in club activities.

Sometimes new members can feel a bit overwhelmed with the size and exceptional history of our Club. The mentor's job is to help new members feel comfortable. Our goal is to fully integrate new members into our club so that they stay long-term active members.

Any member of Club 29 may be a Mentor. The *New Member Experience / Mentor Committee* will monitor the progress of integrating the new member into the club through progress on a series of New Member Activities. With the culmination of these activities, your official mentorship will end, and the "New Member" sticker (on their badge) can be removed. As an overview, Club 29's process of mentoring new members involves the following steps:

- Mentors will be assigned to new members during the time between being that the office has received first payment of fees (after approval by the Board of Directors and attending New Member Orientation), and their introduction at a Tuesday Luncheon Meeting. Members transferring from other Rotary clubs will be assigned a mentor upon request.
- Call your mentee (the new member) to introduce your self during this interim time.
- Set up an initial meeting with your mentee to go over the New Member Checklist, the informational pamphlet "*Everything You Wanted to Know About Rotary Club 29, But Did Not Know to Ask*", and answer other questions about the club. After the meeting, turn in the Mentor Checklist to the Club 29 office for our records; the date on this Checklist will start the clock on follow up-reports. (If approved by the Board of Directors, this initial meeting will also count as a makeup meeting)
- Introduce your mentee to other members of the club
- Invite your mentee the First Thursday of the Month's *New Member Breakfast/Makeup Meeting* and other social events
- Makeup a meeting at another club with your mentee
- Follow-up with the new member on their progress toward completing new member tasks; in the future you will receive periodic reports of your mentee's progress

Thanks for Volunteering to be a Mentor!

¹ Bozeman, B.; Feeney, M. K. (October 2007). "Toward a useful theory of mentoring: A conceptual analysis and critique". *Administration & Society* 39 (6): 719–739. (<http://aas.sagepub.com/content/39/6/719.abstract>)

