

Nuts and Bolts of Membership

Barbara McKenzie

2016 - 2017 Pilot International
Membership Coordinator



**Where do we
find members?**





Everywhere

Invite someone to a meeting....

- ▶ **ASK** them to join you
- ▶ Give them an informational card
- ▶ Mail or give them a letter of invitation

**When we
initiate the
new
members.....**



We may give them a yellow rose, a pin, a book and say we are glad you are here.....you joined the best service organization.....

Then What?

We Should:

- Assign them to a committee immediately
- Ask for their input in discussions, don't wait for them to speak up
- If officers are hard to come by ask them to serve as a director the next year
- DO NOT ask them to be president elect!
- Give them a Pilot buddy or mentor to help answer questions.

Protocol

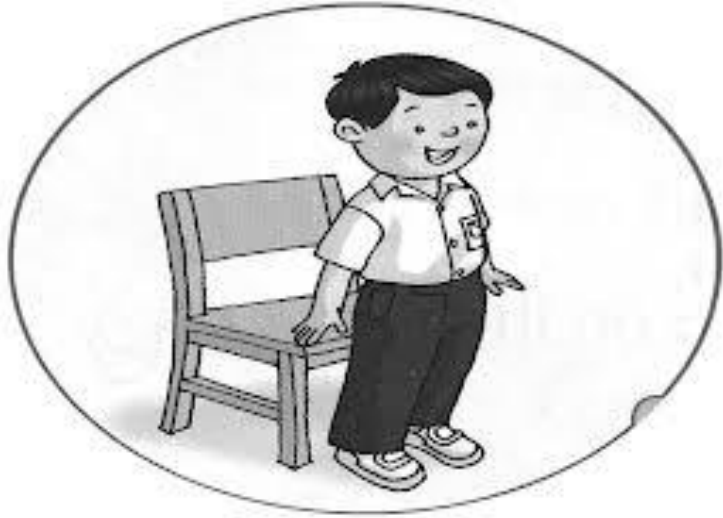
**Protocol is important for
all clubs
even more so
when potential and
new members are present
at your meetings**

**Silent Roll calls
save time during
your meetings....**

However

**They do not let
everyone put
names with
faces.**





**Stand up
when
speaking**

Time

Respect members
time....
stay on task.



Retain

Each member should:

- ▶ Know your club and Pilot International Causes
- ▶ Review the Standing Rules and Pilot International Bylaws
- ▶ Respect the officers time
- ▶ Participates to the best of their ability in functions
- ▶ Agrees to Disagree
- ▶ Respect each others opinions

Meetings need life?

- ▶ **Add fun statement to roll call**
- ▶ **Draw numbers for seats**
- ▶ **Have a game night for program meeting - learning standing rules and other Pilot International Information**

Training

Knowledge

useful abilities.

backbone of co

quired for a tr

today

Thank You



**Everyone likes to be
appreciated.**

Say it - show it.

Your District

Can help too!

Districts can:

- ▶ Recognize 1st timers at Fall Council and District Convention
- ▶ Have an incentive for bringing in new members
- ▶ Ask 1st timers to serve on convention committees
- ▶ Send the welcome letter

Surveys:

▶ Are a great tool

- ▶ **Can be done anonymously**
- ▶ **Can be done by a member**
- ▶ **Can be done by District Officer**
- ▶ **Helpful if members don't want to speak up at meetings**

What to include in Survey....

- ▶ Are you happy with the meetings?
- ▶ Do you think the fundraisers are adequate?
- ▶ Do you agree with the service projects that are being done?
- ▶ Would you like to see more or less fundraisers?
- ▶ Would you like to see more or less projects?
- ▶ Are you happy with your officers?
- ▶ If you could change one thing it would be?

A member leaves.....

Do you know why?

**Great time for
Membership Coordinator to
send exit survey.**

Starting a New Club?

Steps to follow:

- ▶ Send notice of intent to Pilot International and Governor
- ▶ Have organizational meeting(s)
- ▶ Elect Officers and establish standing rules
- ▶ Apply for Tax Id Number
- ▶ Establish a bank account
- ▶ Apply to state
- ▶ Apply for 501c3 status or join group exemption
- ▶ Set Charter Date
- ▶ Send in membership forms and dues to PI and District
- ▶ Have a great year!

Club Membership Manual

Resources

depositphotos

depositphotos

depositphotos



depositphotos

depositphotos

depositphotos

depositphotos

depositphotos

depositphotos

depositphotos

depositphotos

depositphotos

depositphotos

depositphotos

depositphotos



Barbara McKenzie

2016 - 2017 Pilot International
Membership Coordinator

bmckenzie0624@gmail.com