

Rotary Club of Fayetteville

Program and Speaker Policies⁺

- The intent of the Rotary Club of Fayetteville is to organize and provide informative programs on timely, contemporary issues and events in a stimulating format to its membership. Programs are not objectionable merely because they are controversial.
- Programs shall endeavor to further The Four-Way Test.
- A program is not objectionable merely because the speaker may talk about his or her business or organization, as long as the topic is relevant to our membership, is informational and/or interesting, and is not promotional in nature.
- The Club will not schedule political candidates as speakers to present programs within two months of an election.
- Except as prohibited above, elected and other public officials are suitable speakers for programs, especially concerning issues regarding the welfare of the city, county, state, and nation.
- The Club shall not present a program, distribute literature, or permit any announcement in support of any political candidate or ballot issue of any kind.
- The Club can present forum-format programs that enable all political candidates for a particular office or the representatives of various sides of an issue to make statements and answer questions.
- Nonprofit organizations will be given an opportunity to speak to the Club during nonprofit assembly programs (2 or 3 times/year). Generally, at each of these meetings, five organizations will have five minutes to provide members with relevant information about their organizations. During these programs oriented to nonprofits, presenting organizations may set up booths beginning at 11:30, should they wish to do so.
- The Club President and Program Chair shall have the responsibility to enforce program policy uniformly. When application of this policy is unclear, the matter shall be submitted to the Board of Directors for a final decision.
- The speaker can be told to plan for a 20-minute presentation with at least a couple of minutes for questions. The president will plan the program such that the Rotarian of the Day has the program no later than 12:35.
- The Club will provide a screen, projector, laptop computer with a DVD player, Wi-Fi, portable microphone, and an audio cable to link the laptop to the sound system. The Rotarian of the Day should inform the VP of Technology or the president of the speaker's AV needs prior to the meeting.

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Meeting Rules and Procedures⁺

- Each meeting is started with the singing of our national anthem, God Bless America, or America the Beautiful, then followed by The Pledge of Allegiance and an ecumenical invocation or shared silence.
- The invocation is given in a manner which will respect the religious convictions and faiths of all members (see *The ABCs of Rotary*).
- Political candidates are not permitted to distribute material or in any way promote themselves at a Club meeting.
- No member or guest is permitted to present a petition of any kind for member signatures.
- Political candidates are welcome at Club meetings, but their introduction shall not identify them as a political candidate.
- A guest is never introduced as an applicant for membership or being interested in membership. The president shall announce all new members to the Club upon their approval by the Board.
- Rotarians can make Rotary-related announcements of up to 1-minute, as time permits, with the prior approval of the Club President and/or Program Chair. Details of an announcement should be omitted in the verbal announcement and submitted no later than noon on Wednesday for inclusion in the President's weekly e-mail message. The text should be in final-copy format with all information checked for accuracy. The member is encouraged to post any relevant information to the Club Facebook page.
- Rotarians can make announcements of up to 30-seconds, as time permits, in support of an appropriate event or non-Rotary fund solicitation with the prior approval of the Club President and/or Program Chair. At such time, flyers, pamphlets or other information applicable to the announcement may be placed on the tables. Details of an announcement, such as telephone numbers, addresses, and e-mail addresses, should be omitted in the verbal announcement and submitted no later than noon on Wednesday for inclusion in the President's weekly e-mail message. The text should be in final-copy format with all information checked for accuracy. The member is also welcome to post relevant information to the Club Facebook page.

⁺Approved June, 2012 by the Rotary Club of Fayetteville Board.