

Thank you for agreeing to be or speaker and/or program facilitator for the Rotary Club of Oxford. We look forward to having you join us.

[Key Information You May Find Helpful](#)

Name of Club: Rotary Club of Oxford

Meeting Location: House of Ribeyes in Oxford, NC. (102 Roxboro Road, Oxford, NC 27565)

Meeting Time: 12:00pm (noon) to 1:00pm

Program Time Slot: 12:30pm to 1:00pm

Audio Visual/Sound: The restaurant provides a large flat-screen TV which connects to your computer using an HDMI cable provided by the Rotary Club. (We recommend loading your presentation on your computer's desktop or a flash drive as the internet is not reliable).

Internet Access: The restaurant's Wi-Fi is not always reliable, we recommend that you prepare your presentation, if possible, to not require Wi-Fi connections. If you have a mobile hot spot, this has worked well for me and other presenters in the past.

What to Expect:

- **Upon Arrival:** As you enter the restaurant, a member of the Rotary club should be on-hand to greet you and assist you with signing up for lunch. You are welcome to come before noon, and some Rotarians are on-site typically by 11:45am.
- **Lunch:** As our speaker/presenter, your lunch and any guest attending with you will be paid for by the Rotary Club. There is a sign-in sheet on the corner of the bar for you to provide your lunch preference. A club member or restaurant staff member will assist you as needed with the process.
- **Seating:** the meeting room is through the double doors, just past the bar, and you are welcome to sit anywhere. The person facilitating the meeting will assist you with any setup needed.
- **General Meeting Format:** members typically arrive between 11:45 and 12:10 and general conversation and networking continue until 12:15. Between 12:15 and 12:20, the member presiding over the meeting and will ring the Rotary bell. At this point everyone will stand up and we will have our regular opening activities. This includes a prayer, pledge of allegiance to the US Flag, and the reciting of our 4-Way Test (See Below). At this point, everyone will sit down. There will be some general announcements and then around 12:30pm, we will introduce the speaker. Because some members must get back to work, they will leave at 1:00pm, so if your program goes slightly beyond 1:00pm, please do not be surprised by their leaving 😊.
- **Following the Presentation:** The member presiding over the meeting will join you at the podium to close out the meeting. We want to thank you for sharing your time and information with us and we will have a small token of appreciation to present to you. We will end our meeting typically with our motto "*Service Above Self*".

What you can do for us: If you have an introduction or bio information you would like us to share when you are introduced as our speaker or when we promote your upcoming program to our members, please feel free to send us your information ahead of time. [This is optional](#), so please don't feel like you must provide any information.

If you have any questions prior to visiting the Rotary Club of Oxford, please feel free to contact me through my mobile number (919) 698-8470, or by email at Michael27581@gmail.com. Again, thank you for presenting or agreeing to facilitate our speaker today.

4-way Test

From the earliest days of the organization, Rotarians were concerned with promoting high ethical standards in their professional lives. One of the world's most widely printed and quoted statements of business ethics is The Four-Way Test, which was created in 1932 by Rotarian Herbert J. Taylor (who later served as RI president) when he was asked to take charge of a company that was facing bankruptcy.

This 24-word test for employees to follow in their business and professional lives became the guide for sales, production, advertising, and all relations with dealers and customers, and the survival of the company is credited to this simple philosophy. Adopted by Rotary in 1943, The Four-Way Test has been translated into more than a hundred languages and published in thousands of ways. It asks the following four questions:

Of all the things we think, say or do:

1. **Is it the TRUTH?**
2. **Is it FAIR to all concerned?**
3. **Will it build GOODWILL and BETTER FRIENDSHIPS?**
4. **Will it be BENEFICIAL to all concerned?**