



Sponsor's Guidelines and Responsibilities for the Selection and Election of New Club Members

Regular members of the Club who agree to be SPONSORS of parties considering becoming members of the SMTYC are critical in following a process which is positive, efficient and enjoyable for Prospective Members. The Sponsor is the instructor and informer to the Prospective Member in addition to serving as their host and champion in the process. In other words, the role of Sponsor must be taken sincerely and with obligation and to see that the Club continues to grow and prosper with the addition of new members.

Definitions:

Regular Member: a person of good standing in the Club and on the Roster of Regular Members.

Interested Party: a person or couple or family who has expressed an interest in learning more about the Club for the possibility of becoming a Club member.

Prospective Member: a person who has been identified by their Sponsor as actively perusing further introduction to the Club, has submitted a membership application, and expects to join the Club if invited.

Sponsor: the regular Club member who has agreed to host an Interested Party through the process of joining the Club. Furthermore, the Sponsor is responsible for encouraging the Interested Party's timely efforts to make the decision and to assure that enough members are knowledgeable about and approve of the Prospective Member's joining.

A **SPONSOR** agrees to the following responsibilities:

- A. A Sponsor is required for every Interested Party considering joining the Club. The Sponsor may be a person(s) who knows and wishes to assist the Interested Party or who has accepted the responsibilities at the request of the Membership Chair.
- B. The Sponsor will prepare a short letter or notification to the Membership Chair regarding his Interested Party (form provided). This notification shall include contact information, a short description of the interest, home location, family, and background of the interested person(s) – basically a very simple introduction of the Interested Party to the Club membership.
- C. The Sponsor shall ensure that the Membership Chair has entered the Interested Party into the role of Prospective Member and the Web Site operator has placed the notification on the Club Web site in the "Prospective Members" section.
- D. The sponsor shall (with the assistance of documents prepared by the Membership Chair) explain the process of becoming a member and of the obligations of a member in good standing. This

discussion should include the dues structure, the social participation obligation and cost, and insight into what an active, contributing member entails.

- E. The Sponsor shall be responsible for hosting (or seeing that a host is offered for) the Prospective Party to attended at no cost at least three Club social events which qualify for introductory purposes as defined in the By-Laws.
 - a. Significant events will include the Winter, Spring and Fall socials the Clark Memorial picnic, The Destination Race rendezvous and the West St Mary's rendezvous. Only one regular rendezvous may be counted in the three events. While prospective members will be encouraged to attend as many club events as possible, nonofficial Club member gatherings, such as raft-ups and Green Door gatherings will not qualify as one of the three events,
- F. Confirm the interest of the Prospective Member about their desire to join the Club and that the Prospective Member completes and submits to the Club Secretary or Membership Chair a SMRYC Application.
- G. Once the application is submitted, the Sponsor shall be responsible to see that three letters of recommendation (including the Sponsor's) are recorded with the Club Secretary. The Sponsor will continue to monitor the progress of the process defined by the By-Laws (below) for the acceptance or rejection of the Prospective Member into the Club.

Excerpts of the SMRYC By Laws

2.8.2 Nomination Procedure for New Members

A candidate for membership shall be nominated by three Regular Members, all three such members being of different households. The nominations shall be evidenced by the signed written separate notices thereof, delivered to the Secretary. The Secretary, within 10 business days (the "nomination notice period") after receipt of the last nominating letter, shall mail appropriate notice of the nomination to all Regular Members. The Regular Members shall have 15 business days (the "comment period") after the nomination notice period to return written comments ("nomination comments") to such nomination. Such comments may include support for, objection against, or any other information relevant to the election of the applicant for membership.

2.8.3 Board Vote on Membership Applicants

Upon completion of the "Comment period", the Secretary shall promptly thereafter forward the nomination and the pertinent correspondence to the Commodore for action by the Board. Thereafter, the Board shall promptly vote as to whether the nominee be admitted as a Member at a meeting at which a quorum shall be present. No applicant may be elected without five affirmative votes. Two negative votes shall prevent such election.

All proceedings of the Board and all communications received by them shall be regarded as confidential and shall not be disclosed except to state their final action. No Board member shall be questioned in regard thereto. If elected, the candidate shall be notified by letter from the Secretary. If not elected, the Secretary shall notify the sponsors of the candidate.