



## **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 SMRYC 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 seriously with an obligation to grow and sustain the Club and further its goals of participating in sailing and other events on the water, preserving the St. Mary's River and having fun!

### **Definitions:**

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

**Interested Party:** a person, 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, couple or family who has been identified by their Sponsor as actively pursuing further introduction to the Club and expects to submit an application for membership and join the Club if invited.

**Sponsor:** the Regular Member who has agreed to host a Prospective Member through the process of joining the Club. The Sponsor may be a person(s) who knows and wishes to assist the Prospective Member or who has accepted the responsibilities at the request of the Membership Chair. Sponsors must have been a Regular Member in good standing for a minimum of two years and a minimum of two years must have elapsed between Board approval of the previous Member that they nominated and the sponsorship of new Prospective Members.

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

- A. The Sponsor shall ensure that the Membership Chair has entered the Interested Party into the role of Prospective Member.
- B. 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.
  - Obligation to host or co-host at least 1 social event (within a period of 24 months) and contribute financially to the event OR assist the Race Committee by volunteering at 4 races (in 2 consecutive race seasons)

- C. The Sponsor is responsible for confirming the interest of the Prospective Member and their desire to join the Club and encouraging their timely efforts to submit an application for membership.
- D. The Sponsor will prepare a Letter of Recommendation (form provided) for the Prospective Member and submit it to the Membership Chair and Secretary. This form shall include a short description of their relationship/knowledge of the Prospective Member, the Prospective Member's interest in the Club, and any additional information they deem appropriate – basically a very simple introduction of the Prospective Member to the Club membership.
- E. The Sponsor shall be responsible for hosting (or seeing that a host is offered for) the Prospective Member to attend “at least three Club events within a 12-month period (of which two must be a significant event)” as defined in the Standing Rules. The purpose of this is to introduce the Prospective Member at events and ensure that enough members are knowledgeable about and approve of the Prospective Member's joining the Club.

Significant events include: the Winter Social, Spring Meeting, Fall Meeting, Destination Race Picnic, West St. Mary's Picnic, and the Founders Legacy Picnic. 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, non-official Club member gatherings, such as raft-ups and Green Door gatherings, will not qualify as one of the three events.
- F. Once the Prospective Member's application is submitted, the Sponsor shall be responsible to see that two additional (in addition to the Sponsor's) Letters of Recommendation from Regular Members of different households are sent in and recorded with the Membership Chair and Secretary.
- G. The Sponsor will continue to monitor the progress of the process defined by the By-Laws (Sections 2.8.1 - 2.8.4) and Standing Rules (7) for the acceptance or rejection of the Prospective Member into the Club. Diligent efforts on the part of the Sponsor to ensure the Prospective Member is attending events and completing their part of the process will reduce the time it takes to get accepted into the Club.