



ENHANCING THE CLUB EXPERIENCE.....

NEW MEMBER CHECKLIST

MEETING:

- Have the motto and pledges printed out (poster, banner, etc.) so new members can follow along.
- 1st meeting of year will have many new members: teach everyone how to do motto, pledge, etc.
- Does the meeting have purpose? Is the meeting fun? (25% Business 75% Fun (Program / Recreation))
- Provide Agenda to follow
- Yearly Calendar
- Contact Lists?
- **MOST IMPORANT:**
 - Ask yourself, if I was a brand new member/parent: would I want to come back next time?

OFFICERS:

- When new member comes in, get up and go to them.... Introduce yourself and welcome them.
- Get to know them... find out their interests.
- Tell them about opportunities in the club/county.
- Encourage all members regardless of their backgrounds or interests.
- Be excited and professional... members will return to a meeting that is fun and has a purpose.

MEMBERS:

- Introduce yourself and then introduce them to other members.
- Sit with the new members.
- Assist them through the meeting so they are comfortable (pledges, activities, etc.)
- Tell them about opportunities in the club/county.

ADULT LEADERS/PARENTS

- Introduce yourself to new families (New parents might be just as nervous as new members)
- Orientate them to what is going on and what is coming up.
- Assist them with enrollment questions if possible... Enrollment is priority.
- If they have not already, encourage them to contact County Extension Office (Enrollment, Newsletter, etc.)

EVERYONE:

- Be Welcoming and Inclusive
- Get them involved quickly!
- We are not a secret or private organization.... We should be open to all!
- Positivity:
 - If we are negative and prone to complain, that will spread to new members.... Worse yet, they may not come back.
 - Keep overall purpose of program in mind and promote that!
 - If we are upbeat and excited about our program, they will be too!
 - This is the greatest organization in the world.... We want new members to experience that as well!