

**BOARD OF DIRECTORS  
MEETING**

(Order of Business)

1. Meeting Called to Order by President
2. Roll Call
3. Remarks by President
4. Reading of Minutes of Previous Meeting (and Their Approval)
5. Report of Secretary
6. Reading of Communications
7. Report of Treasurer
8. Report of Committees.
9. Unfinished Business
10. New Business
11. Adjournment

**OFFICIAL MINUTES OF BOARD OF DIRECTORS MEETING**

Rotary Club, of SPARIS Center  
(CITY) (STATE)  
held its regular Board Meeting at 12:15 on 12-8 1971  
Meeting was called to order at 7:15 p. m. by Bob Scott  
who acted as chairman, with the following directors present:  
HAL NEELY DON KICK AL LIGANTI  
FRANK MORGAN HARRY SMITH ROY ISLES  
FRED JOY GEO. LINCOLN BUSH CAUBERG

**Minutes of Business Meeting**

HAL NEELY REPORTED ON NEW PROCEDURE FOR PROCESSING MEMBERSHIP APPLICATIONS, APPLICATIONS WILL BE GIVEN TO SECT. SECT WILL PHONE CHAIRMAN OF CLASSIFICATION COMM.

HAL ALSO DISCUSSED LETTER FROM "AMERICAN FIELD SERVICE INTERNATIONAL SCHOLARSHIPS. ROY ISLES TO TAKE UP WITH HIS COMMITTEES

**COMM ASSIGNMENTS MADE**

BILL FRAZIER - CLUB EVENTS  
LLOYD MAC DOUGALL - CAREER PLAN  
JAMES WYATT - ROTARY FOUNDATION  
JAY MORRIS -  
FRED SPERRE -  
OGDEN SWAN - CLUB EVENTS  
MERV HUGHES -  
LARRY DEWILL -  
NATHAN SINCOR -  
AL RICHMOND - INTO YOUTH  
BUSH VANCE -  
MAE CUN SMITH - WORLD COMM.

GEO SMITH -  
HAL BOLTON - YOUTH

Secretary.....

Moved & passed that 300<sup>00</sup> from 16 NAILCATER  
Funds be transferred to Club Events for CHRISTMAS  
DANCE -

Letter from Junior Achievement TURNED over  
to Donation comm.



# SPACE CENTER ROTARY CLUB

POST OFFICE BOX 58862  
HOUSTON, TEXAS 77058

## MEMBERSHIP PROPOSAL PROCESSING POLICY

Adopted by the Board of Directors December 8, 1971

In order to process proposals for membership in the most expeditious manner, yet obtain the safeguards of thorough investigation, telephone contacts will be used in lieu of circulating the membership proposal form. The procedure will be as follows:

1. The Secretary will retain the membership proposal card received from sponsor. He will advise the Chairman of the Classification Committee (Ed Samfield - Telephone: 483-3086 or 5421) of the:
  - a. Name of proposed member and his sponsor,
  - b. Proposed classification,
  - c. Name, address, principal activity of his business organization, and proposed member's position in that organization, and
  - d. Proposed member's age and whether or not he is a former rotarian.
2. Following committee action, the Chairman of the Classification Committee will advise the Secretary if no classification is open, otherwise he will pass to the Chairman of the Membership Committee (Roy Pezoldt - Telephone: 488-0560) all of the information in Item 1 above, substituting the assigned classification for the proposed classification.
3. The Chairman of the Membership Committee will advise the Secretary (Harry Jennings - Telephone: 333-4086) of the results of his committee's actions and of the assigned classification if the proposed member is approved.
4. The Secretary will advise the Board of Directors of committee actions taken on proposed members at the earliest regular meeting of the Board. The Secretary will advise the sponsor of Board approval or disapproval. If approved, the Secretary will also advise the Editor of the "Blast-Off" (Gene Lindquist - Telephone: 488-0119) and the Chairman of the Rotary Information Committee (Roger Hobart - Telephone: 488-0850, Ext. 3423 or 2123).

