

**GUIDES FOR MEMBERSHIP  
ORCHARD VALLEY BRANCH FIFTY-FOUR  
SONS IN RETIREMENT, INC.**

Welcomes to its membership men of good character who are at least semi-retired from gainful employment and are recommended by a sponsoring member

For the **POTENTIAL NEW MEMBER**:

1. Attend at least one meeting with your sponsor.
2. If you like the organization, apply by completing the form supplied to you by SIR at the membership table or on the branch web site ([branch54.sirinc2.org](http://branch54.sirinc2.org)). Give full details regarding yourself, including the activities in which you may be interested (This is important as the Committee Chairman will be contacting you).
3. When accepted, you will be notified and should, if possible, attend the very next meeting with your sponsor.
4. You will then be asked by the BIG SIR to come before the membership, at which time you will be presented to the membership.
5. You have the primary responsibility of attending every meeting (or notifying the attendance chairman if unable to attend) and participating in some of the activities sponsored by the branch.
6. Read your monthly newsletter (Bulletin) or blog and, if physically able, be willing to assist in an activity and become, eventually, a branch officer or committee chairman.

For the **SPONSOR**: Bring a qualified man to a meeting as your guest. Inform him of the following:

1. That Branch 54 meets on the **SECOND THURSDAY** of each month at Three Flames, 1547 Meridian Ave., San Jose, CA.
2. That he should, if possible, come to the meeting an hour or so before the start of the luncheon (12 noon) and engage in fellowship. Introduce him to branch officers and to fellow Sirs. Get him to his first meeting even if you have to bring him. Applicants are usually formally introduced, when there is a vacancy, at the luncheon in the month of their acceptance.
3. Inform him of the many activities sponsored by the SIR, There are eight branches in the Santa Clara Valley and Sirs in good standing are eligible to participate in the activities of any or all of them.
4. Show him where and how to purchase his luncheon ticket; make arrangements to join a tour, etc. Remind him that his lunch ticket should be readily at hand to facilitate collection.

5. Stress to him the importance of informing attendance committee personnel if unable to attend a luncheon, and, if moving, to ensure that the membership chairman receives his change of address.
6. Above all, as a SPONSOR, you should be certain that he is informed of SIR procedures and rules. Three consecutive absences without contacting attendance chairmen, can, after administrative action, result in loss of membership. Likewise, attendance at less than SIX luncheons each year, without good reason, can also result in termination of membership.
7. Luncheons start promptly at 12 noon. By arriving as early as 11:00 the member will be able to circulate, renew old acquaintances and meet new friends.

For **ALL MEMBERS:**

1. Upon arrival, get your identification badge and wear it. It helps if you memorize your badge number and ask for it by the number. Do not forget to return it upon departure. Attendance and non-attendance counts are reached by badges issued and returned.
2. Warmly welcome guests that you bring. Have them obtain their badges at the guest table. Let the Branch atmosphere and fellowship sell itself and if they wish to join, help them process their application.
3. We always strive to close our meetings at TWO o'clock. In event of overtime, do the speaker the courtesy of remaining except for emergencies.
4. Volunteer to serve on committees or with activities that interest you. If we do not feature all the pastimes you wish, or you have some suggestions for improvement, attend a branch board meeting and tell us.
5. We meet our routine expenses of printing, badges, etc., by making a yearly assessment on the 1<sup>st</sup> of January. You are invited to contribute any amount you feel free to give but the *yearly dues are* \$25.00. This yearly assessment ensures solvency and allows your Branch 54 officers to better plan activities throughout the year. The yearly assessment covers the period from January through December.
6. The branch officers and committeemen will make every effort to provide interesting speakers and programs to ensure that our luncheons are pleasurable and worthwhile. Your attendance and input at the monthly board meeting are encouraged and appreciated.