

As our club is one of the largest Rotary organizations around, we have a full agenda and a lot of moving parts at our Luncheons! To make sure we honor our traditions, respect our guest speakers, and get everyone out the door on time, we're asking all members to keep the following in mind at our meetings. *Thanks in advance for helping us keep things running smoothly — and for keeping the spirit of fellowship alive while we do it!*

1. Arrival & Seating

Please plan to be in the ballroom, through the buffet line, and seated with your lunch by 12:00 noon sharp. This helps us start on time and gives everyone a chance to settle in before we begin.

2. Introducing Guests

If you've brought a guest, please introduce them at the floor microphone by name and title/company only. We love celebrating our guests, but in the interest of time, please hold additional stories or commentary for after the meeting — there will be plenty of time to mingle!

3. Standing for Ceremony

Please stand for the Reflection (invocation), the Pledge of Allegiance, and the Four-Way Test. These moments are core to who we are as Rotarians, and standing together as a club is part of what makes them meaningful.

4. Questions for Our Speaker

We want our guest speakers to feel heard and respected. Please hold all questions until the end of the presentation and ask them at the floor microphone — rather than calling out from your seat. This ensures everyone can hear the question and the answer and keeps the conversation orderly.

5. Wrapping Up on Time

To honor our schedule and the commitments many of you have right after lunch, we'll close the floor microphone for questions promptly at 12:55 pm so that we can adjourn at 1:00 pm sharp. In the event of many questions, we will ask the guest speaker to stay over and you can ask them individually after adjourning.

6. Your Feedback Matters

Shortly after we adjourn, you'll receive a short 1:00 pm survey by email asking you to rate the program topic, our guest speaker, and the catered food. *We read every response!* This is your chance to help shape future meetings, so we truly encourage everyone to take the minute or two to fill it out.

7. A Few Friendly Reminders

Please silence or turn off cell phones before the meeting begins. Side conversations during the program make it hard for others to hear, so we appreciate your consideration. If you arrive after the Pledge has begun, please wait quietly at the back until it concludes before finding your seat. Committee announcements and club business should be routed through the appropriate chair ahead of time, rather than raised from the floor.

Thank you for helping us bring a little more polish and tradition back to our meetings.
