

Bylaws of the Rotary Club of Calgary South Society Operating as the Rotary Club of Calgary South

**Approved on April 4, 2013
Amended on January 19, 2017
Amended on September 14, 2017**

Article 1 Definitions

- (a) Board: The Board of Directors of this Club.
- (b) Director: A Member of this Club's Board of Directors
- (c) Member: A member, other than a honorary member, of this Club.
- (d) RI: Rotary International
- (e) Year: The twelve month period that begins on 1 July.
- (f) President–Elect-Nominee: The Club Member selected to become the Club President after the present President-Elect leaves office.
- (g) Secretary–Elect-Nominee and Treasurer-Elect-Nominee: The Club Members elected to assume the responsibility of Club Secretary and Club Treasurer when the presiding Club Secretary and Club Treasurer leave office.
- (h) Officers: The officers of the Club shall be the President, President-Elect, President-Elect Nominee, Secretary and Treasurer of the Club.

Article 2 The Board of Directors

The governing body of this Club shall be the Board consisting of (thirteen) 13 Members of this Club, namely seven (7) Directors elected in accordance with Article 3 of these Bylaws, and the President, President-Elect, President-Elect-Nominee, Secretary, Treasurer and the Immediate Past President. All of the Members occupying these positions will be voting Members of the Board.

The Secretary-Nominee and the Treasurer-Nominee will be asked to attend Board meetings but will not participate in voting on matters before the Board.

Article 3 Election of Officers and Directors

Section 1 – Terms

Officers: The term of the President, the President–Elect and the President-Elect-Nominee shall be for a period of one (1) year from the 1st day of July to the 30th day of June of the year next ensuing, except where a vacancy occurs during the year, in which case Section 7 of these bylaws will come into effect.

Secretary and Treasurer: The term of office for the Secretary and Treasurer shall be for a period of two years from the 1st day of July to the 30th June and will continue in those positions for two years after assuming their position.

The Secretary-Nominee and Treasurer-Nominee will be elected in the same manner as the position of President-Nominee except that nominations for these positions will only occur every two years.

Directors: The number of Directors shall be seven (7) and in each year there shall be elected for a two (2) year term a sufficient number of Directors to complete the complement of seven (7) provided that the number of Directors elected for a two (2) year term shall not in any year exceed four (4).

Section 2 – Criteria

President- Elect Nominee

Club Members nominated for this position must meet the following criteria:

- (a) Has been a Member of our Rotary Club for at least five (5) years.
- (b) Has served on the Board of Directors for at least one year.
- (c) Has not served as President of our Rotary Club.
- (d) Has demonstrated a strong commitment to the objects of Rotary throughout their tenure in the Club.
- (e) Is a Member in good standing in the Rotary Club of Calgary South having maintained 70% attendance in the previous two (2) years prior to his/her nomination.
- (f) Has demonstrated a strong commitment to all Club expectations for involvement in Club activities such as committee work and fund raising activities and in particular, completion of Dream Home shifts as expected by the Club.

Secretary Nominee and Treasurer Nominee

Club Members nominated for these positions must meet the following criteria:

- (a) Has been a Member of our Rotary Club for at least three (3) years.
- (b) Has demonstrated a strong commitment to the Rotary Club and to the objects of Rotary throughout their tenure in the Club.
- (c) An accounting or financial background is an important skill for a person to be considered for the position of Treasurer-Nominee
- (d) Is a Member in good standing in the Rotary Club of Calgary South having maintained 70% attendance in the previous two(2) years prior to his/her nomination.
- (e) Has demonstrated a strong commitment to all Club expectations for involvement in Club activities such as committee work and fund raising activities and in particular, completion of Dream Home shifts as expected by the Club.

Directors

Club Members nominated for this position must meet the following criteria:

- (a) Is a Member of the Club. It is highly recommended that the nominees have a minimum of three years in our Club.
- (b) May not have served on the Board in the previous three (3) years in any position.
- (c) Must have demonstrated a strong commitment to the objects of Rotary throughout their tenure in the Club.

- (d) Is a Member in good standing in the Rotary Club of Calgary South having maintained 70% attendance in the previous two(2) years prior to his/her nomination.
- (e) Has demonstrated a strong commitment to all Club expectations for involvement in Club activities such as committee work and fund raising activities and in particular, completion of Dream Home shifts as expected by the Club.

Section 3 - Nomination Committee

The Immediate Past-President of the Club will be the Chair of the Nominating Committee. If the immediate Past President is unable to act, then the next available predecessor shall be selected as the chair of the Nominating Committee.

- (a) The Past-Presidents of the Club will constitute the Nomination Committee. In the event that this Committee consists of less than four (4) available past Presidents, then the President shall appoint a sufficient number of Directors to ensure that the Committee consists of at least four (4) Members.
- (b) The Nominating Committee must ensure that there are sufficient candidates to meet the Board requirements for the next Rotary year. If there are insufficient nominees from the membership then the Committee will identify additional candidates for all positions. In the case of the Directors, this number alternates between three (3) and four (4). The number of candidates nominated by the Committee for election as a Director shall not exceed seven (7).

Section 4 – Nomination Process

Nomination Timeline

- (a) At the first Club meeting in October, the Chair of the Nominating Committee will announce the opening of nominations for those positions which will become vacant in the next Rotary year. The Past President will identify the specific dates of the calendar when declaring the opening of nominations. e.g.: In 2013 Nominations will open on October 3rd and end on October 24th.
- (b) The Chair of the Nominating Committee will call a meeting of all past presidents to consider a candidate for the position of President- Elect in the first week of October.
- (c) Nomination forms will be posted for all positions immediately after the announcement of nominations being opened. They will be available on the Club website and at each Club meeting.
- (d) The Chair of the Nominating Committee or an appointed alternate will announce the names of those Members who have been nominated for each position at each regular meeting of the Club until the end of the nomination period.
- (e) Nominations will cease three weeks after the declaration of the opening of nominations and must be received by the Club Secretary no later than noon on the date specified.
- (f) Once all nominations are received, the Chair of the Nominating Committee will be responsible for reviewing all nominees to ensure that they meet the criteria for the position as outlined in Section 2.
- (g) The Chair of the Nominating Committee, upon reviewing the nominations will call an election if the number of nominations received exceeds the positions available.

- (h) At the next Club meeting immediately following the end of nominations the Chair of the Nominating Committee will announce the names of all candidates for those positions which have been open.
- (i) If the number of nominations for each position equals the number of open positions then the nominees will be declared elected.
- (j) If there are more candidates, than there are open positions then the Election procedures outlined in Section 6 of this Article will be implemented.

Nominations for President-Elect-Nominee

- (a) The Chair of the Nominating Committee shall call a meeting of all past presidents of the Club in the first week of October. The Past Presidents committee is responsible for identifying a candidate for the position of President-Elect-Nominee. The proposed candidate will be contacted for his/her consent and their name will be announced as soon as possible during the nomination period.
- (b) Every Member of the Club shall be entitled to also provide the name of additional nominees for the office of President-Elect-Nominee and should use the nomination form as provided on the website or at Club meetings.

Nominations for Secretary-Nominee and Treasurer-Nominee

- (a) Nominations for the positions of Secretary-Nominee and Treasurer-Nominee are encouraged from the Membership at large and must be submitted in the format outlined in Article 3, Section 5.
- (b) If there are no nominations forthcoming from the general Membership, the Chair of the Nominating Committee is responsible for nominating suitable candidates to fill these positions.

Nominations for Directors

The position of Director shall be open to any Club Member who meets the criteria identified in Section 3 and nominations will be received by the Secretary of the Club during the nomination period. Nominations must be submitted in the standard format identified in Section 5 (a).

Role of the President – Elect

The President-Elect is entitled to nominate candidates for the positions of Secretary-Nominee, Treasurer-Nominee and Directors from the Membership who meet the criteria stated in Article 3, Section 2.

Section 5 - Nomination Process

- (a) All nominations for any position will be submitted in a standard format; this format is found on the Club web site and must include:
 - (i) the position being sought
 - (ii) the name of the nominee including a section which will be signed by the candidate indicating that they will accept the position if elected, and
 - (iii) signed by two (2) Members of the Club.
- (b) Should there be more than one candidate for any of the positions identified in Section 4 (b) of this Article, then the Secretary shall cause the names of all nominees to be entered upon the ballot . This ballot will also contain the names of the candidates for all positions which require an election.

Section 6 – Elections

- (a) Candidates for all positions will have a short profile published in the Club bulletin prior to the elections for any position. This profile shall be in a standard format and no other form of electioneering will be permitted. The standard format will be published on the web site.
- (b) If necessary, the Chair of the Nomination Committee will have a ballot created with the names of all, nominees for the positions of President – Elect Nominee, Secretary-Nominee, Treasurer-Nominee and Directors. The name of the nominator and seconder will also appear on the ballot.
- (c) Ballots will be mailed to Members of the Club with a response requested within two (2) weeks of the mailing date. These may be returned by mail or at a Club meeting to the attention of the chair of the Nominating Committee.
- (d) In the future, voting for these positions may also be carried out through electronic ballot (e-mail) provided that a suitable method of doing so is developed and approved by the Board. This must ensure that eligible Members only vote once.
- (e) The Chair of the Nominating Committee will supervise the compiling of the results and announce the results at an appropriate time to the Club Members.

Section 7 – Vacancies

- (a) **President or President-Elect:** In the event that at any time during the year it becomes necessary to find a replacement for a serving President, the President-Elect will assume the position of President and will continue to serve in the position of President in the following Rotary year. In such cases, it is expected that the immediate Past President of the Club will provide support and advice as required and share the responsibilities of the presidency in partnership with the President-Elect.

Should it be necessary to replace the President-Elect, then the President-Elect-Nominee will take this position. Depending on the time in the Rotary year in which these vacancies occur, the Nominating Committee may be reconstituted to bring forward recommendations to fill the vacant position which has been created. In this case, the procedures outlined in Section 4 of these Bylaws will be used.

- (b) **Secretary:** If at any time during the year it becomes necessary to find a replacement for a serving Secretary, the Secretary-Nominee will assume the position of Secretary and will continue in that position for the remainder of the Secretary's term and the term in which they would have served in that position.
- (c) **Treasurer:** If at any time during the year it becomes necessary to find a replacement for a serving Treasurer, the Treasurer-Nominee will assume the position of Treasurer and will continue in that position for the remainder of the Treasurer's term and the term in which they would have served in that position.
- (d) **Officers and Directors:** Should a vacancy occur on the Board of Directors, a replacement Director will be nominated by the President and ratified by the Board to fill the vacated position.

If the required number of officers and Directors are not elected as provided for in these Bylaws, a special meeting shall be called by the President, whereat nominations for any vacancies shall be made and a majority vote by a show of hands, unless a secret ballot is demanded, shall determine the Members to fill the vacant positions from those nominated.

Section 8 – Annual Meeting

The annual meeting as provided for in Article 6, Section 2 of the Club's Constitution shall not be held, unless a challenge to the elections is received, in which case the following procedure will apply.

Challenges: After the announcement of the new Club officers any Member of the Club who wishes to challenge the appointment of any officers may, upon five (5) days written notice to the Secretary, demand that the annual meeting be held at a time and place to be determined by the Board of Directors, at which time his objections shall be made known to the Club and after due deliberation a majority vote of the Members in attendance shall carry the issue. If the appointee is defeated then the meeting shall nominate and vote on his replacement before adjourning.

Article 4 Duties of Officers

Section 1 – President: It shall be the duty of the President or his appointee to preside at all meetings of the Club and the Board and to perform such other duties as ordinarily pertains to this office. In the event that the President is unable to permanently carry out the duties of his office, then the President-Elect shall be made President for the balance of the year.

Section 2 - President-Elect: It shall be the duty of the President-Elect to preside at meetings of the Club and Board in the temporary absence of the President, unless the President has made other arrangements, and to perform such other duties as ordinarily pertain to his office.

Section 3 – Secretary: It shall be the duty of the Secretary to keep the records of membership, record the attendance at meetings, send out notices of meetings of the Club, Board and committees, record and preserve the minutes of such meetings, make the required reports to Rotary International, including the semi-annual reports of membership, which shall be made to the general secretary of Rotary International, the monthly report of attendance at the Club meetings which shall be made to the district governor immediately following the last meeting of the month, collect and remit to Rotary International subscriptions to THE ROTARIAN, and perform such other duties as usually pertain to his office.

Section 4 – Executive Secretary: The Executive Secretary assumes the tasks assigned to the position by the Board and follows the direction of the Club Secretary. The Executive Secretary is not an officer or a Member of the Board. The Board has a contract with an independent corporation who arranges for the Executive Secretary's employment.

Section 5 – Treasurer: It shall be the duty of the Treasurer to have custody of all funds, accounting for same to the Club annually and at any other time upon demand by the Board and to perform such other duties as pertain to his office (financial statements & tax returns as required). Upon his retirement from office he shall turn over to his successor or to the President all funds, books of accounts or any other Club property in his possession.

Section 6 - Sergeant-at-Arms: The Sergeant-at- Arms is not a Member of the Board.

Article 5 Duties of Directors

The Officers and Directors of the Club are responsible for the overall operation of the Club according to the constitution and the bylaws. Each Director will be responsible for overseeing a group of committees as designated by the President. The Directors will be ex-officio Members of these committees and will be responsible for reporting on their work at each Board meeting.

Director Portfolios

Section 1 - Community Service Director: The Director responsible for the committees listed under Community Service shall supervise and coordinate the work of any committees that may be appointed to this portfolio. These committees shall devise and carry into effect plans which will guide and assist the Members of this Club in discharging their responsibilities in their community relationship.

Section 2 - International Service Director: The Director responsible for the committees listed as International Service shall supervise and coordinate the work of any committees that may be appointed to this portfolio. These committees shall devise and carry into effect plans which will guide and assist the Members of this Club in discharging their responsibilities in matters relating to international service.

Section3 - Vocational Service- Director: The Director responsible for the committees listed as Vocational Service activities shall supervise and coordinate the work of any committees that may be appointed to this portfolio. These committees shall devise and carry into effect plans which will guide and assist the Members of this Club in discharging their responsibilities in their vocational relationships and improving the general standards of practice in their respective vocations.

Section 4 – Club Service Directors: The Directors responsible for the committees listed as Club Service shall supervise and coordinate the work of any committees that may be appointed to the four portfolios listed under Club Service. These committees shall devise and carry into effect plans which will guide and assist the Members of this Club in discharging the variety of activities which fall under these portfolios.

Section 5 – New Generations Director: The Director responsible for the committees listed as New Generations shall supervise and coordinate the work of any committees that may be appointed to the this category. These committees shall devise and carry into effect plans which will guide and assist the Members of the Club in helping to support Youth programs and to introduce young people to the work of Rotary.

Article 6 Club Committees

Section 1 - Five Avenues of Service

The Five Avenues of Service are the philosophical and practical framework for the work of this Rotary Club. They are Club Service, Vocational Service, New Generations, Community Service and International Service. The President shall ensure that each Director has a responsibility for overseeing each of the committees assigned to the Five Avenues of Service.

Section 2 - Duties of Committees

- (a) Club committees are charged with carrying out the annual and long range goals of the Club based on the Five Avenues of Service.
- (b) Each committee shall have a specific mandate, clearly defined goals and action plans established at the beginning of each year for implementation during the course of the year. It shall be the primary responsibility of the President-Elect to provide the necessary leadership to prepare a recommendation for Club committees, mandates, goals and plans for presentation to the Board in advance of the commencement of their Rotary year. The committees are listed in the Club Handbook.
- (c) Each committee shall transact such business as is delegated to it in the Bylaws and such additional business as may be referred to it by the President or the Board. Except where special authority is given by the Board, such committees shall not take action until a report has been made to the Board and approved by the Board.

- (d) Each chair shall be responsible for regular meetings and activities of the committee; shall supervise and coordinate the work of the committee; and shall report to the Board on committee activities.

Section 3 - Committee Membership

- (a) The President-Elect, President and immediate Past President should work together to ensure continuity of leadership and succession planning. When feasible, committee members should be appointed to the same committee for a specific limited time to ensure consistency. The President-Elect is responsible for appointing committee members to fill vacancies, appointing committee chairs and conducting planning meetings prior to the start of the year in office. It is recommended that the chair have previous experience as a member of the committee.
- (b) The President shall also appoint such committees within each area of service of the standing directorships as he may deem necessary, such committees and their membership to be approved by the Board of Directors prior to their publication to the Club.
- (c) All Members of the Club are expected to serve on at least one committee. The President-Elect will confer on an annual basis with Club Members to determine their interest.
- (d) All Members are expected to participate in major fund-raising activities of the Club on an annual basis, except where health issues, age or religious affiliation, preclude such involvement.
- (e) The President shall name from the general membership committee chairmen to chair each committee.
- (f) Where feasible and practicable in the appointment of Club committees, there should be provision for continuity of membership, by appointing one (1) Member as Vice-Chairman who will be expected to assume the position of Chair at an appropriate time.
- (g) The President shall be ex-officio a Member of all committees and, as such, shall have all the privileges of membership thereon.

Article 7 Meetings

Section 1: The regular weekly meeting of this Club shall be held on Thursdays at 12:15 p.m. Sufficient notice of any change or cancellation of the regular meeting shall be given to all Members of the Club in writing.

Section 2: One-third of the Membership shall constitute a quorum at any annual or regular meetings of this Club.

Section 3 - Board: Regular meetings of the Board shall normally be held at least once in every month. Special meetings of the Board shall be called by the President, whenever deemed necessary, or upon the request of two members of the Board, due notice having been given.

Section 4 - Board Business: Normally all business of the Board will be conducted at the monthly Board meetings. When it is necessary, the President may request that the Board convene after a regular meeting of the Club for decisions on specific issues. In addition, urgent Board business may also be conducted by electronic mail, provided that any decisions made in this manner are ratified at the next subsequent regular Board meeting.

Section 5: A majority of the Board Members shall constitute a quorum of the Board.

Article 8 Fees and Dues

Section 1: The Board of Directors shall determine from time to time the admission fee chargeable to an applicant before he can qualify as a Member of the Club. The fees for Rotarians who are transferring from another Club shall be determined using the RI Constitution.

Section 2: The Membership dues shall be determined by the Board of Directors from time to time, which dues shall be payable annually on the first day of July in each and every year, with the understanding that a sufficient portion of such dues shall be applied to each Member's subscription of THE ROTARIAN magazine. New Members shall pay Membership dues on a pro-rata basis from the date of their admission to the Club to the next regular date for the payment of Membership dues.

Section 3: The Directors may, in their sole discretion, waive the admission fee and any Membership dues required under this Article from a Member of the Club whose classification is religion. When these levies are so waived the Club shall pay the required Rotary International assessment on behalf of such Member.

Section 4: The Directors may, in their sole discretion, reduce the Membership dues required under this Article for any Members of the Club who have attained the age of 65 years.

Article 9 Method of Voting

The business of this Club shall be transacted by *viva voca* * vote except the election of officers and Directors which shall be by ballot. The Board may determine that a specific resolution be considered by ballot rather than by *viva voca* * vote.

* Note: Viva Voce is defined as when the Club voting is conducted by vocal assent.

Article 10 Attendance and Leave of Absence

Section 1 – Attendance: The Rotary Club of Calgary South believes that regular attendance is an important aspect of participation in Rotary. Club Members are expected to attend this Club's regular meetings whenever possible, however it is recognized that "make-ups" at other Rotary Clubs are an integral part of the Rotary experience as well. All the Members of the Rotary Club of Calgary South are expected to maintain an average of 60 % attendance. Members are, however strongly encouraged to strive for 100% attendance as a demonstration of their commitment to Rotary.

Section 2 - Attendance Review: The attendance of a Member shall be automatically reviewed by the Membership Development and Attendance Committee when their attendance falls below 60% in any six month period.

Section 3 - Leave of Absence: Upon written application to the Board, setting forth good and sufficient cause, leave of absence may be granted excusing a Member from attending the meetings of the Club for a specified length of time.

(Note: Such leave of absence does operate to prevent a forfeiture of Membership; it does not operate to give the Club credit for the Member's attendance. Unless he attends a regular meeting of some other Club, the excused Member must be recorded as absent except that absence authorized under the provision of Article 9, Section 2 and 3 of the Club Constitution is not computed in the attendance record of the Club.)

Article 11 Finances

Section 1: The Treasurer shall deposit all funds of the Club in some bank to be named by the Board.

Section 2: Bills shall be paid by cheques bearing two signatures, which shall be those of the President, President-Elect, Past President, Club Secretary, Treasurer and Assistant Treasurer. The Treasurer or Assistant Treasurer will submit a list of paid bills for approval by the Board of Directors at the next Board meeting subsequent to payment. A review by a qualified account shall be made once each year of all the Club's financial transactions; financial statements prepared , and made available to any Member on request.

Section 3: Officers having charge or control of funds shall give bond as may be required by the Board for the safe custody of the funds of the Club.

Section 4: The fiscal year of this Club shall extend from July 1 to June 30. The payment of per capita dues and magazine subscriptions to Rotary International shall be made on July 1 and January 1 of each year on the basis of the membership of the Club on those dates.

Section 5 - Club Yearly Budget: At the beginning of each fiscal year the Board shall prepare or cause to be prepared a budget of estimated income and estimated expenditures for the year, which having been agreed to by the Board, shall stand as the limit of expenditures for the respective purposes unless otherwise ordered by action of the Board.

5.1 With respect to funding and budgeting Large Community Service Grants:

- (a) The Club has established a reserve account of funds for use in large grants in the following Rotary Year.
- (b) Each year, the Board shall establish the budgeted amount of funds to be reserved and held for disbursement by the Board in the year following its deposit.
- (c) The funds raised in each year subsequent to June 30, 2012 shall be so reserved and shall be the maximum available for disbursement, by the Board, in the year following its deposit.
- (d) While multi- year commitments may be necessary for large grants, the terms of commitment shall be flexible enough to limit the expenditure in each year to the amount in the reserve account at the beginning of the Rotary Year.
- (e) The Board in each year may distribute large grants funds only in amounts to the maximum it has on hand in the reserved Large Grants account. Approved by the membership January 2012)
- (f) In an extraordinary year of fundraising, the Board may distribute additional funds to large grants as long as the reserve fund (\$200,000.00) is maintained for the subsequent Rotary Year.

Section 6: All funds collected by any committee on behalf of the Club should be accounted for at each event by the committee chairperson and then given to the Club Treasurer for deposit. This would include funds collected for lunches, ways and means, fines associated with the Sergeant-at-Arms and any other event where this might occur.

**Article 12
Membership and Method of Electing Members**

Section 1 – General Qualifications: This Club shall be composed of adult persons of good character and good business or professional reputation/ and or community reputation.

Section 2 – Kinds: This Club shall have two kinds of Membership, namely: Active and Honourary

Section 3 – Qualifications for Active Members: This Club may elect to active membership a person who is:

- (a) engaged as a proprietor, partner, corporate officer, or manager of any worthy and recognized business or profession; or
- (b) holding any important position in any worthy and recognized business or profession or any branch or agency thereof and have executive capacity with discretionary authority, or
- (c) having retired from any position listed in (a) or (b) of this subsection; or

- (d) being a community leader who has demonstrated through personal involvement in community affairs a commitment to service and the Objectives of Rotary, or
- (e) having the status of Rotary Foundation alumnus as defined by the Board.

Section 4 – Transferring and Former Rotarians: Former Rotarians and/or Rotarians transferring from another Club must complete an application for Membership, and be approved by the Membership, Qualifications and Classifications Committee and the Board.

Section 5 – Election to Club Membership

- (a) The name of a prospective member proposed by an active Member of the Club or by the Membership, Qualifications and Classifications Committee shall be submitted to the Board in writing, through Club Secretary. The proposal, for the time being shall be kept confidential except as otherwise provided in this procedure
- (b) The Board shall request the Membership, Qualification and Classifications Committee to consider and report to the Board on the eligibility of the proposed member from the standpoint of classification, and shall request the Membership, Qualification and Classifications Committee investigate and report to the Board on the eligibility of the proposed member from the standpoint of character, business and social standing, and general eligibility.
- (c) The Board shall consider and approve or disapprove the recommendations of the Membership, Qualification and Classifications Committee and shall then notify the proposer, through the Club Secretary, of its decision.
- (d) If the decision of the Board is favourable, the proposer, together with one or more Members of the Membership, Qualification and Classifications Committee shall inform the prospective member of the purposes of Rotary and of the privileges and responsibilities of membership in the Club, following which the prospective member shall be requested to complete and submit an application for membership and to give his permission for his name and proposed classification to be published to the Club.
- (e) If no written objection to the proposal, stating reasons, is received by the Board from any Member of the Club within 10 days following publication of the name of the prospective member, the prospective member, upon payment of his admission fee, as prescribed in Article 8 of these Bylaws, shall be considered to be elected to membership.
- (f) If any objection has been filed with the Board, it shall consider the same at any regular or special meeting of the Board and shall ballot on the proposed member. If there are less than two (2) negative votes cast by the members of the Board in attendance at such regular or special meeting, the proposed member, upon payment of the prescribed admission fee and signing the mandatory requirement for Dream Home shifts on the Membership Application Form; shall be considered to be elected to membership.
- (g) Following the Member's election to membership as herein provided, the Club Secretary shall issue a membership card to the Member and shall report his name to the general secretary of Rotary International.
- (h) The Member shall be formally introduced as a new Member at a regular meeting of the Club.
- (i) Each new Member will be supported by Rotarians from the New Members' Mentorship Committee.

Section 6 - Honourary Membership

- (a) **Eligibility for Honourary Membership:** Friends of Rotary who have distinguished themselves by meritorious service in the furtherance of Rotary ideals and their permanent support of Rotary's caused may be elected to Honourary membership in this Club. Persons may hold Honourary membership in more than one Club.
- (b) **Board Action:** The names of candidates who are proposed as a Honourary member shall be submitted to the Board of Directors in writing and the election shall be in the same form and manner as prescribed for the election of an active Member. The proposed Honourary member will be considered elected unless there are more than two (2) negative votes cast by the Members in attendance at the meeting.
- (c) **Term of Award:** All Honourary memberships shall be for a one year term with correspondence to clearly state such. Honourary members may be re-affirmed on an annual basis by Boards are not required to continue ratification.
- (d) **Rights and Privileges:** Honourary members shall be exempt from the payment of admission fees and dues, shall have no vote and shall not be eligible to hold any office in this Club. Such members shall not hold classifications, but shall be entitled to attend all meetings and enjoy all the privileges of the Club. No Honourary members of this Club is entitled to any rights and privileges in any other Club, except for the right to visit any other Club without being the guest of a Rotarian

Article 13 Resolutions

No resolution or motion to commit this Club on any matter shall be considered by the Club until it has been considered by the Board. Such resolutions or motions, if offered at a Club meeting, shall be referred to the Board without discussion.

Article 14 Amendments

These Bylaws may be amended at any regular meeting, a quorum being present, by a two-thirds vote of all Members present, provided that notice of such proposed amendment shall have been electronically mailed to each Member at least seven (7) days before such meeting. No amendment or addition to these Bylaws can be made which is not in harmony with the Club constitution and with the constitution and bylaws of Rotary International.

Article 15 Notification of Business to be Transacted at a Meeting

Any notice required to be made regarding the Bylaws may be made by electronic or surface mail.

Articles 16 Notification of Business to be Transacted as a Meeting

Throughout these Bylaws, pronouns of the masculine gender shall include the feminine.

Article 17
Constitution Amendments

The Constitution of the Club is mandated by Rotary International and is updated every three years at the Rotary International Council on Legislation. Upon the passage and publishing of policies that effect the Constitution and Bylaws of this Club, these will be modified in a timely manner to reflect these changes and the Club Members shall be notified.